

Agenda Report

June 3, 2013

TO: Honorable Mayor and City Council
FROM: Police Department
SUBJECT: APPROVAL OF INCREASE TO PURCHASE ORDER #53054 WITH VERITAS ASSURANCE GROUP FOR AUDIT SERVICES

RECOMMENDATIONS:

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15306 (B) (3); and
2. Authorize an increase to Purchase Order number 53054 with Veritas Assurance Group for investigative audit services in the amount of \$90,000, thereby increasing the amount not to exceed amount from \$70,000 to \$160,000. Competitive bidding is not required pursuant to City Charter Article X Section 1002(F), contracts for professional or unique services.

BACKGROUND:

In February 2013, Pasadena Police Chief Phillip Sanchez initiated an independent audit of the Criminal Investigations Division, Detective Section, through the engagement of Veritas Assurance Group. Veritas Assurance Group was selected for this engagement based on the firm's experience conducting performance audits for public safety agencies.

The initial scope of services included a review of homicide cases assigned to a particular subset of the Criminal Investigations Division as well as a review of randomly sampled homicide cases assigned more broadly. In further developing and executing the audit plan, it was recognized that in order to maximize the value of the engagement, the scope of services should be expanded to include a full review of the Pasadena Police Department's policies, practices and procedures governing detective operations and oversight as well as the level of formal training that has been provided to detective personnel.

The revised audit scope will cover the time period of 2005 to 2012 and will examine criminal investigations conducted by the Department and personnel investigations related to officer conduct. The criminal investigation portion of the audit will examine:

- Crime Scene Responses
- Evidence Collection and Analysis
- Interview and Interrogations
- Investigative Quality and Documentation
- Organization of Investigative Binders

The portion of the audit examining personnel investigations will cover:

- The Complaint Intake Process
- Classification of Complaints
- Quality of Investigation
- Investigative Documentation
- Quality of Adjudication

Once Veritas has completed its field work, which will include interviews with key staff members and the full and thorough review of the cases selected for the audit, a report will be presented to the Chief of Police documenting the findings including an assessment of the Department's investigative and management review processes and potential risk management exposures. Subsequently, a full report regarding the audit's findings will be made to the City Council Public Safety Committee. It is anticipated that the audit will be completed by the end of July.

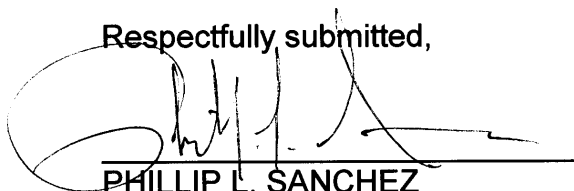
COUNCIL POLICY CONSIDERATION:

This action by City Council aligns with the City's Strategic Plan Three Year Goal to ensure public safety by improving the overall quality of policing services to the community by performing audits of investigative operations.

FISCAL IMPACT:


This action will increase Purchase Order #53054 with Veritas Assurance Group up to \$160,000. All costs for these items will be covered by existing budget appropriations in account 8114-101-402300.

Respectfully submitted,



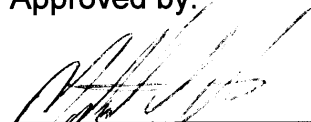
PHILLIP L. SANCHEZ
Chief of Police
Police Department

Prepared by:



John E. Perez, Commander
Police Department

Approved by:



MICHAEL J. BECK
City Manager

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

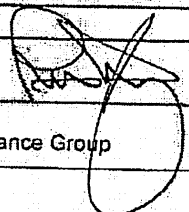
(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name: Veritas Assurance Group
--

2. Type of Entity: <input checked="" type="checkbox"/> non-government <input type="checkbox"/> nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization: Ronald C. Sanchez

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization: Ronald C. Sanchez

Prepared by: Ronald C. Sanchez 

Title: President Veritas Assurance Group

Phone: (661) 803-9364

Date: 02/27/2013