

APPENDIX A – MANAGEMENT RESPONSE AND CORRECTIVE ACTION PLAN

C. Develop written procedures for preparing the periodic cash reports submitted to Finance and ensuring that cross training of staff occurs.	Agree	Mar/2016
<p>Corrective Action Plan: This can easily be accomplished with a revision of GPD General Order 84.1. Procedures are already in place and need to be formalized and documented. Once the new Property and Evidence Supervisor is in place he/she will be tasked with coordinating with current staff to draft the revision.</p>		
D. Improve extra security measures as specified via non-public recommendation. Physical “improvements” to law enforcement facilities are permissible uses of Federal and State forfeiture funds.	Partially Agree	Mar/2016
<p>Corrective Action Plan: At this time, GPD has authorized the release of additional general funds needed to supplement the cost of a roof replacement. We are in complete agreement that this project should not have been deferred and must be addressed immediately. Coordination with City Facilities has begun to ensure the roof is replaced within the next few months.</p> <p>Note: The remainder of the security response has been redacted in accordance with Section 119.071(3)(a), Florida Statutes.</p>		
E. 1. Continue efforts to reduce inventory where possible.	Agree	2018
<p>Corrective Action Plan: Storage space is a challenge and different options are being explored. We currently have control of an offsite long term storage facility that is only used for bicycles (located at 211 N Main St). It is possible that a portion of that building can receive enhanced climate controls and security controls satisfactory for long term homicide and sexual battery evidence. An additional consideration is to request a capital expenditure approval from the City Commission to build an extension to the current Property and Evidence building. Within the next 2-3 years we also plan on adding a cost efficient outdoor structure for short term bicycle storage near the Property and Evidence building.</p> <p>It is unlikely that we can effectively reduce the inventory substantially. As police innovations occur and our local population increases, we collect more evidence and have to keep it longer. It would be nice to rid ourselves of older items of evidence, but this is generally unrealistic. We need to plan to expand our storage area and will implement this as budget allows.</p>		
2. Develop a strategic plan for additional facilities to store property and evidence, using Federal and State forfeiture funds as permissible and available.	Agree	Dec 2016
<p>Corrective Action Plan: When a new Property and Evidence Supervisor is in place he/she will be tasked with researching alternative storage areas and the associated cost. A report will be submitted to GPD management and then City management for implementation.</p>		