

## STATUS OF IMPLEMENTING DEPARTMENT OF AUDIT REPORT RECOMMENDATIONS

**Audit Title:** The Office of the Sheriff Does a Good Job of Safeguarding Inmate Property; Controls for Disposal of Unclaimed Property      **File Number:** 14-613  
Should be Strengthened

<b>Audit Date:</b> July 2014	<b>Status Report Date:</b> March 2015	<b>Department:</b> Office of the Sheriff					
Number & Recommendation	Deadlines Established		Deadlines Achieved		Implementation Status		Comments
	Yes	No	Yes	No	Completed	Further Action Required	

<p>1. With the assistance of the Office of Corporation Counsel, identify either Wis. Stats. § 59.66(3) or Wis. Stats. § 66.0139(2) as the applicable statute governing the disposal of unclaimed inmate property in Milwaukee County.</p>					XX		<p>Auditee: As of 09012014, the MCSO concurs with the opinion of Corporation Counsel that the one-year period prior to disposal of unclaimed inmate clothing dictated by Wis. Stat. § 59.66(3) applies. The Office of the Sheriff will comply with these findings of Corporation Counsel, and have adjusted operations and policy accordingly.</p>
<p>2. Develop appropriate procedures and controls to adhere to the specific requirements of the statutory provision selected in recommendation #1 and update the inmate property unit's policies and procedures manual. Focus particular attention on a detailed inventory of inmates' items of value.</p>						XX	<p>Auditee: As of 12012014, procedures and controls have been enacted to track items with increased specificity within the County Criminal Justice Information System (C/CJIS) database. A more robust inventory control database has been identified: The ProPhoenix Jail Management Software currently in development. It is anticipated that this software rollout, anticipated between 08012015 – 09302015 will fully resolve this issue. The more robust physical security of items considered by the audit has already been enacted.</p>
<p>3. Distribute the updated policies and procedures manual from recommendation #2 to appropriate personnel and ensure staff awareness of its provisions.</p>						XX	<p>Auditee: Policy rewrite and distribution completed 120012014</p>
<p>4. Deposit all future proceeds from the sale of unclaimed inmate property with the County Treasurer for deposit in the General Fund.</p>						XX	<p>Auditee: Following this audit, prior to 10312014 the first check received by the MCSO from <i>PropertyRoom.com</i> was forwarded directly to the Milwaukee County Treasurer's Office for deposit into the County General Fund. Ongoing.</p>