

Law Enforcement Advisory Board Meeting FEBURAY 14, 2018

x denotes presence

X Paul Soptick
Patrick Dunn
X Scott Mackey
X Reed Partridge
Lee Brown
X Lt Col Bob Gunja
X Dixie Kaster
X Don Jolley
Tony Carter
Maria Cecilia Ysaac
X Terry Zeigler
Tyrone Garner
Irene Caudillo
Don Ash
X Mary Hopkins
Rodney Smith
Kelli Bailiff
X Joan DeMoss
Carol Diehl
Dan Soptic
Jeffry Fewell
Michael York
X Terry Brockman

Paul Soptick opened the meeting at 4:00pm

Reed Partridge opened with a presentation of the Security Guard Application Audit, Police Department.

Article V. Section 19-109 of the Unified Government (UG) code of ordinances requires any person engaging in or operating as a private security officer (security guard) in Kansas City, Kansas (KCK) obtain a city permit. Additionally, UG ordinance Article V. Section 19-111 places the responsibility on the Kansas City, Kansas Chief of Police to issue those permits.

Requirements for Obtaining a Security Guard Permit

The ordinance outlines several requirements for obtaining a security guard permit. The applicant must be eighteen years of age or twenty-one if the applicant intends to carry a concealed firearm. The requirement to be twenty-one for security guards to carry a concealed firearm aligns with Kansas gun laws. The ordinance places no other requirements or restrictions related to firearms for security guards. Other conditions that prohibit applicants from obtaining a security guard permit include felony convictions, convictions related to carrying or possessing a dangerous weapon during the ten-year period prior to the date of application or convictions related to misdemeanor assault or battery five years before the date of application. Also, applicants cannot have active warrants filed against them in any jurisdiction.

Standards for Issuance of Permit to Act as Security Guard.

- *18 years of age or 21 to conceal carry a firearm.*
- *Has not been convicted of a felony or offense of moral turpitude.*
- *Has not been convicted of a crime of carrying or possessing a dangerous weapon 10 years prior to application.*
- *Has not been refused a license in KCK, under a similar law of other jurisdiction, or has not had a license revoked or suspended under a similar law of other jurisdictions.*
- *Has not been convicted of impersonating a law enforcement officer.*
- *Does not have any active warrants from any jurisdiction.*
- *Has not been denied a permit or had a permit revoked or suspended 5 years before the date of application.*
- *Has not provided false information on the application.*
- *Has not been convicted of a misdemeanor assault or battery 5 years before the date of application.*
- *If the applicant is not a resident of the state, the application has appointed in writing as his agent a resident of the state.*

Security Guard Application Process

Security guard applications are processed at Kansas City, Kansas Police Department (KCKPD) headquarters, 700 Minnesota Avenue. Applicants must appear in person and have a valid state issued driver's license or identification card. Applicants must also provide a letter from a licensed security company attesting to employment at that firm as a security guard. A fee of \$50 must be paid at the time the application is submitted.

Security Guard Permit Renewal and Transfer

Security guard permits are valid for two years. The renewal process is essentially the same as the process for the initial permit. The fee to renew a permit is the same as the initial fee, \$50.

Permits are reissued when security guards transfer from one employer to another. The fee for reissue due to transfer is \$10.

Fee Collections – Security Guard Application

The fee for processing a security guard permit is \$50. Fees are set by the County Administrator. For 2017, fees collected for security guard permits totaled \$33,835. See Table 1.

Table 1

Kansas City, Kansas Police Department Security Guard Permit Fees				
2013	2014	2015	2016	2017
\$ 35,145	\$ 28,925	\$ 32,905	\$ 33,565	\$ 33,835

Source: Unified Government Financial System

Security Guard Ordinances					
Requirement	KCK	Olathe	O.P. KS	Topeka	Wichita
<i>Established by Ordinance</i>	Yes	None	None	Yes	Yes
<i>Felony Convictions Prohibited</i>	Yes			Yes	Yes
<i>Misdemeanor or Battery Conviction within 5 Years of Application Prohibited</i>	Yes			Yes	Yes
<i>Conviction for Possessing a Dangerous Weapon within 10 Years of Application Prohibited</i>	Yes			Yes	Yes
<i>Active Warrants Prohibited</i>	Yes			Yes	Yes
<i>Drug Screening Required</i>	No			No	Yes
<i>Testing or Course of Study</i>	None			None	Yes
<i>Application Fee</i>	\$ 50			\$ 30	\$ 50
<i>Background Check Fee</i>	None			\$ 47	\$ 47
<i>Communicate with General Public</i>	No			No	Yes
<i>Mental or Emotional Impairment Affecting Duties Prohibited</i>	No			No	Yes

AUDIT RESULTS

Finding 1

The program collects fees for the processing of security guard applications. The fee for both new and renewal applications is \$50. At the end of the day's business, collections are deposited with the UG Treasury and reconciled with a summary receipt of collections generated by the program's cash register. However, the program does not perform daily or periodic reconciliation of collections to applications processed.

During the audit we found the program is developing a method for reconciling applications processed to collections.

Reconciliation is a key component of an effective internal control system. Internal control systems help operations run efficiently and effectively. Internal controls also help prevent and detect fraud, waste and abuse.

Recommendation – We recommend the program continue to develop a system for reconciling applications processed with collections. The reconciliation process should include the following:

- Reconciliation should compare applications processed to fees collected.
- The reconciliation should be performed daily and periodically (i.e. monthly and annually).
- The reconciliation should be sufficiently detailed to provide an audit trail allowing for applications processed to be traced to the treasury deposit.

Lt Col Bob Gunja for Sheriff Ash stated the Sheriff's Department is starting a new class Feb 22, 2018 with 4 recruits with graduation scheduled for April 26, 2018.

Chief Zeigler stated they have 15 cadets in the academy, 4 with prior law enforcement history. The 4 will be released to the streets immediately with the other 11 riding with the Field Training Officers until they are released to the streets. He stated that by year end that all positions are expected to be filled.

Chief Zeigler made an observation that in 2016 we had 286 drive-by shootings and 340 in 2017. The police department is working to identify the root cause and decrease this statistic in 2018.

Chief Zeigler and Cpt Owen have been invited to speak at the International Association of Chiefs of Police in Florida about the many successes the DDACTS program has shown since June of 2017.

Chief Zeigler talked about the Honor Campaign and the partnership with Top Golf to honor Detective Lancaster and Cpt Melton with a display of department history in the lobby.

Chief Zeigler talked about the challenges of allowing officers to wear beards. All officers will be allowed to grow beards no longer than ¼ inch. Officers are allowed to sport tattoos but will be covered when on duty.

Adjourned 4:50pm

Submitted 02-17-2018