
MEMORANDUM FROM THE INTERNAL AUDITOR

TO: Larry Klein, Colonel Bryan Carter
Cc: Audit Committee

FROM: Allison Hudson, Compliance Officer

DATE: November 6, 2015

RE: Narcotics Disposal

In accordance with the Fiscal Year 2015-16 Annual Audit Plan, I participated in the Police Department's narcotics disposal process with Evidence Technicians Dawn Bayless and Angie Keller on November 6, 2015. As the City's Compliance Officer I was selected as the back-up participant in the City's narcotics disposal process. I received prior training and instruction from the City's former Internal Auditor, who allowed me to shadow him on the previous narcotics disposal on September 2, 2015.

My involvement consisted of verifying that all narcotics transferred from the evidence packages to the destruction container, were in fact, destroyed in the Kenton County Animal Services incinerator. The Evidence Technicians were responsible for the actual destruction of the narcotics and updating the property disposition section of the Evidence Management System.

On November 6, 2015, the Covington Police Department destroyed 231 individual packages of narcotics and narcotics paraphernalia. The 231 packages represent evidence from 133 criminal cases from 2012 through 2015 that have been released for destruction.

Having an independent verification of the narcotics disposal process significantly strengthens the controls of the process and should protect Police Department personnel from potential fabricated complaints with respect to this high risk activity.

If you have any questions, please feel free to contact me.

