



2015 NCSO REPORT CARD

AUDIT INTRODUCTION

2015



“I’m providing this letter to confirm that I have read the Nye County Sheriff Office 2015 Audit Report...I deem the items I reviewed are factual. I was involved throughout the process for each of the audits...I confirm the findings were not embellished in any manner”

“...I believe this audit will help bring County Management and the Sheriff’s Office closer while building a stronger partnership.”

Frank Carbone, Chairman,
Nye County Board of County
Commissioners



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August 18, 2016

Sheriff Sharon Wehrly
1520 E. Basin Ave Suite 102
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Subject: Nye County Sheriff Office Audit for 2015

I’m providing this letter to confirm that I have read the Nye County Sheriff Office 2015 Audit Report. The report provided the Statements Facts and a Corrective Action Plan, as well as a completion date for each of the noted findings. I deem the items I reviewed are factual. I was involved throughout the process for each of the audits. Therefore, I was aware of the findings and most of the remedial or corrective actions as they were developed and/or acted upon. I confirm the findings were not embellished in any manner.

In closing, I believe this audit will help bring County Management and the Sheriff’s Office closer while building a stronger partnership.

Sincerely,

Frank Carbone,
Chairman
Nye County Board of County Commissioners

FC/jr



First Year Audit Methodology

- ***Organizational Audit:***
- The Nye County Sheriff's Office was organized into three main Divisions, each Division having multiple Sections.
 - Detention,
 - Field Services,
 - and Administrative Support



First Year Audit Methodology

- ***Organizational Audit:***
- The Field Services Division was divided into
 - North Area Command,
 - Central Area Command
 - and South Area Command.



First Year Audit Methodology

- ***Organizational Audit:***
- An audit was conducted to determine the command structure and the standardization of policies, processes and procedures, including the level of employee training and performance:
 - feasibility,
 - workability
 - and interaction

Audit, Finding and Corrective Action Process

- Prior to entering into the office of the Nye County Sheriff, the outgoing Sheriff and the incoming Sheriff had multiple conversations, orientation sessions, discussions concerning status of internal operations, and general work related information.
- The incoming Sheriff was grateful for the insight into the mechanics of the office and the type and status of operational ongoing activities.
- From those meetings assumptions were made about the condition, and status of operational capabilities and level of services, facilities, and programs provided to or supporting the public and staff of the Sheriff's Office.



Audit, Finding and Corrective Action Process

- The list of assumptions was itemized and formed the first audit basis.
- The January 2015 Assumption List, by category, identifies the major audit focus. The audit results are identified and documented as the Finding statement.
- The audit result is identified as an opportunity for improvement, a deficiency, or strength.
- The Corrective Action section identifies the process the NCSO will follow to correct the deficiency, take advantage of the opportunity for improvement or document strength.
 - For brevity, only “opportunities for improvement are noted in this PowerPoint”



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - General

- The Nye County Sheriff's Office has been and will continue to be allocated annual funding and that funding is representative of the Nye County overall budgeting capability.
- Due to the economic downturn, the Nye County Sheriff's Office budget will continue to diminish in direct proportion with the County's overall budget.
- In order to remain within the current skeleton staffing levels, the Nye County Sheriff's Office will need to find alternative funding sources.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Detention

- The Nye County Detention Center policies, procedures and processes, specific to the detention facilities, were developed, trained, tested and implemented
- The NCDC policies, procedures and processes adequately implemented and were in compliance with State and Federal laws.
- The Facilities were standardized; both were using the same policies, procedures including inmate disciplinary processes.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Detention

- It was assumed; the Nye County Sheriff's Office Category I, Patrol and Category III, Detention Academy courses were up to date and ready to be utilized.
- All of the security capabilities designed into the Detention Facility surveillance cameras were being utilized.
- The Nye County Detention Center security systems were pristine and included a comprehensive video and audio surveillance capabilities.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Detention

- The Pahrump Detention Facility structure, infrastructure, security features were positioned by security design and of high quality, communications, and support equipment were state of the art and fully operational.
- The Pahrump Detention Facility surveillance equipment was installed throughout the building.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Detention

- Safety, health and personal modesty protections have been installed within the facility and are in good repair.
- The Pahrump Detention Facility structure, infrastructure, security features were positioned by security design and of high quality, communications, and support equipment were state of the art and fully operational.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff – Policy Manual

- The Nye County Sheriff's Office Policy and Procedure Manual was within the standard five (5%) correctness of being up to date and within standard compliance of state and federal laws.
- The Nye County Sheriff's Office Policy and Procedure Manual is within the standard five (5%) correctness of being up to date and is within standard compliance of state and federal laws and conforms to better business practices.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Patrol

- Traffic patterns and traffic flow studies were complete, reviewed on an annual basis and traffic controls were implemented.
- Patrol Deputies duty firearms inventory is standardized.
- Ten percent or less of the Sheriff's patrol and support vehicles were reaching their safe operation limit.
- Sheriff's patrol and search vehicles were not being maintained or serviced by the county.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Supplies

- A complete inventory of all Nye County Sheriff's Office storage areas, equipment and supplies has been generated, is maintained and is audited on an annual basis



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Training

- Training strategies do consider and plan for annual in-house classroom options to keep the training costs within the budget. In addition there is a plan for identifying and implementing affordable mobile, computer based, and affiliate organizational training programs to meet required Nevada State P.O.S.T. initial and annual training standards.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Training

- The Nye County Sheriff's Office actively seeks alternate, innovative, traditional and non-traditional methods to train, equip and provide resources for sworn and non-sworn employees.
- The Nye County Sheriff's Office Category I and Category III Academy courses were up to date and ready to be utilized
- The Nye County Sheriff's Office training program was documented within historical and an annual Training plans and those documents were stored in an easily retrievable manner.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Training

- The Nye County Sheriff's Office field training programs were documented, fair, non-subjective and met a quantifiable standard.
- An annual training plan was developed, implemented, revised and maintained by Training and Planning.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff – Employee Records

- Background investigations were conducted in accordance with NRS 289 standards, State and Federal requirements and better business practices.
- Employee records, Background file, personnel file, Workers Compensation and HIPPA documents were handled in accordance with state and federal regulations.
- Training records were entered into the state data base accurately and within the stated time frame



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Evidence

- Evidence was handled in a standardized manner throughout the county and the Evidence personnel were trained and certified to work the Evidence Room, input, document, categorize, store, transport, destroy, release and submit/pickup evidence to and from the laboratory while ensuring the chain of custody was maintained.
- Evidence personnel are trained and certified in the management and control of evidence and property and there is a succession plan in place.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Evidence

- *The Evidence Section maintains evidence and property in a safe, controlled environment, ensuring the items are protected and remain in the same or similar condition in which they were submitted, and is readily able to retrieve evidence within a reasonably short time.*



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff-Data Capture

- One electronic data base system, Spillman, was utilized by the sworn and non-sworn NCSO employees to effectively manipulate case files, evidence, training data, UCRs, property, supplies, and personnel information, and so on.
- The Nye County Sheriff's Office maintained a complete and accurate list of all contracts and Memorandums of Understanding.
- UCRs were accurately identified and reported within the proper timeframe.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff – Budget/EEOC

- The Nye County Sheriff's budget should remain within or close to the budget approved by the Board of County Commissioners. Budget overages were justified and acknowledged by the Board of County Commissioners as reasonable expenditures.
- All incidents and personnel issues, law suits, EEOC and OSHA cases occurring in the previous administration were stand alone and would not transition into the new administration.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - Management

- Command Staff meetings, middle management meetings are conducted weekly or bi-weekly and patrol and administrative staff briefings are conducted periodically.
- Promotion Board Policy was standardized, proceduralized, and conducted in an equitable manner and questions and corresponding answers were safeguarded, presented and tallied in a secure and controlled manner



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff –K9

- The K9 program was certified; the canines were certified to perform their discipline and the handlers were certified to handle their canine partners
- *The canines were in top physical condition and able to perform their tasks easily and within standard.*
- *There was a certified master trainer and certified handlers within the Nye County Sheriff's Office.*



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff -SWAT

- *The Special Weapons and Tactics (SWAT) Team was certified and had attended and successfully completed a nationally or state recognized SWAT School.*
- *Special Weapons and Tactics Team was outfitted with the proper equipment and the equipment was within manufacturers date.*
- *The explosives utilized and stored by the SWAT have been inventoried, categorized and stored within explosives requirements.*



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff- Grants

- The Nye County Sheriff's Office maintained a complete listing and accurate use of all grants and was cognizant of all information required by the granting agency and knew and responded in a timely fashion to expiration and re-application dates
- The Nye County Sheriff's Office maintained a program to implement each grant and manage and satisfy the grant requirements including quarterly or other reports.
- Forfeiture processes were seamlessly integrated with the Nye County District Attorney's Office and bank accounts were audited annually and reports were accurate and completed/submitted on time.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - SAR

- Search and Rescue was provided a \$500.00 budget and were being used to capacity
- Search and Rescue were adequately trained for their mission and their training records were maintained within the Nye County Sheriff's Office training record process.



January 2015 ASSUMPTIONS

Meetings with Outgoing Sheriff - SAU

- Sheriff's Auxiliary Team were adequately trained by attending an Auxiliary Academy and provided annual refresher training and task specific training.
- Sheriff's Auxiliary Team was provided a budget and the program was monitored and audited annually.
- *Neighborhood Watch was implemented and was being maintained.*
- *All electronic emergency systems were being utilized to their fullest capability.*





Audit Process

- The audit process is ongoing as we endeavor to bring the Nye County Sheriff's Office into compliance with the NRS and other requirement documents. This audit will be followed by the 2016 Nye County Sheriff's Office Audit.

Sharon A. Wehrly, Sheriff



2015 NCSO REPORT CARD

PHASE 1 AUDIT
DETENTION

2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D1.	The Pahrump Detention Center did not possess site specific policies and procedures which adequately instructed sworn and non-sworn personnel in the performance of their duties and responsibilities.	<i>Opportunity for Improvement</i>	New NCDC policies and processes were developed . A refresher class was created and presented to the Detention Deputies satisfying all Category III requirements. Procedure Manual was implemented. 12-15	<i>Pass</i>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D2a.	The Pahrump Detention Center was not in compliance with State and Federal guidelines concerning admonishments for Rape Act.	<i>Opportunity for Improvement</i>	Turn Key Kiosks were introduced into the cells, the Rape Act admonishment is provided to each inmate and permanently documented every thirty days of confinement prior to his or her utilizing the Kiosk for other tasks i.e., commissary, email, and so on.. 11-15	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D2b.	The security access control system was insecure. Detention Center keys were being carried on non-secure, unlocked key rings and keys to the entire facility interior and exterior doors were being carried while inside working with inmates	<i>Opportunity for Improvement</i>	Corrective action initiated March 2015. Buildings and Grounds placed the keys on a wire ends soldered together. the ends of the wires protruded from the solder safety hazard. Solution replace the wire with locking key rings, standard for a Detention Facility. implemented June, 2015.	<i>Pass</i>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D2c.	The Law Library, a computerized system, was not and had not been working for months prior to January 5, 2015. By State and Federal Law, inmates must have access to a law library. Add NRS 211.140	<i>Opportunity for Improvement</i>	Turn Key Kiosks were introduced into the cells ensuring each inmate has access to the Law Library in accordance with state and federal requirements. Each time the inmate accesses the Law Library the Kiosk documents time, date, and inmate. Corrective Action Completed November 2015	<i>Pass</i>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D2d.	Mattresses which were not in good condition and there were no pillows in the Pahrump Detention Facility or in the Tonopah Holding Facility. Detention Deputies and a Detention Sergeant stated they had never had pillows in either facility. This facility was not in compliance with NAC 211.340, 1.a Bedding.	<i>Opportunity for Improvement</i>	Decision -Nye County Sheriff's Office would buy new mattresses with pillows to become compliant. During the course of another audit phase mattresses and new pillows were found in a Beatty storage facility saving the county \$16,000.00. Corrective Action Completed May, 2015.	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D3.	<p>The Pahrump and Tonopah Detention Center inmate disciplinary processes were similar, but not standardized and good records were not kept or shared between the facilities The two facilities were not using the same procedures and processes.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The Detention Center Policy and Procedure Manual was completely revised to describe each task and function within the facility, including inmate disciplinary actions. Deputy Sheriff personnel assigned to the Detention Center in Pahrump and the Holding Facility in Tonopah were Corrective Action Completed 12-15</p>	<p><i>Pass</i></p>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D4.	<p>The basic training levels have not been met and/or adequate basic Category III training was not provided by the Nye County Sheriff's Office. The Training Materials previously utilized by the Nye County Sheriff's Office were not acceptable by Nevada Police Officer Standards and Training standards.</p>	<p><i>Opportunity for Improvement</i></p>	<p>material and learning objectives required by POST to satisfy Category III requirements were developed. Deputy Sheriff personnel assigned to the Detention Center in Pahrump and the Holding Facility in Tonopah were retrained and tested. - Corrective Action Completed December 2015.</p>	<p><i>Pass</i></p>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D4a.	<p>Category III Deputy initial training was limited to Nevada POST Academy in Carson City, In-House Category training books which fell short of POST standard, or attendance in a Category I In-House Academy which did not meet the Detention Deputy training objectives required by Nevada POST. There was no record of Detention specific refresher training.</p>	<p><i>Opportunity for Improvement</i></p>	<p>Newly created Detention Deputy Category III training is based on the Detention Center Policy and Procedure Manual which describes each task and function within the facility. The new Academy is Nevada POST Category III compliant. In addition, the material and learning objectives required by POST to satisfy Category III requirements was included in the training program. Annual Detention Deputy Refresher training has been planned. - Corrective Action Completed December 2015.</p>	<p>Pass</p>



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D4b.	The category III academy training materials were not found in an easily retrievable or usable configuration.	<i>Opportunity for Improvement</i>	<p>Site specific Detention lesson plans were developed from the new Detention policy and procedure manual and required non-specific lesson plans were requested and obtained from other agencies. These plans were revised to reflect the Nye County Sheriff's Office. Additional lesson plans were created from new Nye County Sheriff's Office policies and procedures. The package was submitted to Nevada POST for certification.</p> <p>. - Corrective Action Completed December 2015.</p>	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D5.	Security camera capabilities were inconsistent. The majority of the cameras installed within the Pahrump Detention Facility were capable of recording audio. However that capability had never been turned on. The surveillance cameras in the secondary Command Center in the Pahrump Detention Center were not equipped with audio capability.	<i>Opportunity for Improvement</i>	Audio capabilities were installed in the secondary Command Center which are not subject to Command Center control. The audio capable cameras were identified throughout the facility and the audio feature was turned on. Corrective Action Completed July 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D6.	The Pahrump Detention Facility outside surveillance cameras were tested and three were found to be inoperable.	<i>Opportunity for Improvement</i>	The cameras were replaced in July 2015. Corrective Action Complete	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D7.	The Pahrump Detention Facility outside surveillance cameras were tested and three were found to be inoperable.	<i>Opportunity for Improvement</i>	The cameras were replaced in July 2015. Corrective Action Complete	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D8.	Pahrump Detention Facility staffing falls below the minimum safe standard for this size facility.	<i>Opportunity for Improvement</i>	Personnel were moved duties were restructured. Specific duties were identified, checklists developed, verified and implemented. No new positions were authorized by the BOCC, A deputy was assigned to outside medical appointments and prescriptions; deputies were cross trained to enable them to work multiple positions. A medical doctor has been contacted in an attempt to improve intake medical exams and detention medical management. Three Sergeants have been promoted. Projected completion August 2016	Ongoing



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D8a.	The Detention Food provider was charging \$2.16 a meal for breakfast, dinner and a sack lunch and was watering down each meal by using fillers and excess fluids.	<i>Opportunity for Improvement</i>	A new menu was developed along with vegetarian, diabetic, and religious compliant variations. The menu was approved by a certified nutritionalist and implemented. Corrective Action completed August 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D8a.	The Detention Food provider was charging \$2.16 a meal for breakfast, dinner and a sack lunch and was watering down each meal by using fillers and excess fluids.	<i>Opportunity for Improvement</i>	A new menu was developed along with vegetarian, diabetic, and religious compliant variations. The menu was approved by a certified nutritionalist and implemented at a cost of \$1.76 per meal. Corrective Action completed August 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D9.	The Detention Facility intercom was not recorded. Unauthorized communications were taking place over the intercom system.	<i>Opportunity for Improvement</i>	The Detention Facility intercom was updated to include recording capabilities which cannot be terminated or muted by the staff. Corrective Action completed August 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D10.	Surveillance equipment was not installed within Detention Facility Control Rooms and Property Rooms during construction. These rooms were not monitored.	<i>Opportunity for Improvement</i>	Cameras were installed in each of the locations. The cameras capture video on a twenty-four seven time frame. These capabilities cannot be terminated or masked by the staff. Corrective Action completed August 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D11.	There were inadequate, curtains needing repair, or no shower curtains on shower doors. in the cells	<i>Opportunity for Improvement</i>	New curtains were installed on shower doors and are inspected regularly for wear and tear. Corrective Action completed June 2015	Pass



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D12.	The floors outside the shower stalls were slick when wet and numerous inmates have fallen while exiting the shower. Some inmates sustained serious injuries requiring medical attention.	<i>Opportunity for Improvement</i>	A decision was made to etch the floor outside the shower stall doors. Building and Grounds are scheduling the action. Corrective Action pending	Ongoing



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D13.	The Pahrump Detention Facility does not have a functioning padded cell.	<i>Opportunity for Improvement</i>	A decision was made to purchase the padding and install it in a cell within the Booking Area. However, to date the cost has been prohibitive. Building and Grounds are scheduling the action. Corrective Action pending	Ongoing



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D14.	The Jail Deputy Tracking System installed during the construction of the Pahrump Detention Facility has does not and has not been operational since installation.	<i>Opportunity for Improvement</i>	The Jail Deputy Tracking System has been noted as non-operational and has no maintenance agreement to support its repair. At this time it is six years old and there is newer technology which may be obtained at relatively the same cost as the maintenance to bring this old technology on line. Corrective Action pending	Ongoing



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D15.	The main server supporting the surveillance equipment continues to crash periodically losing video and audio documentation.	<i>Opportunity for Improvement</i>	The Pahrump Detention Facility main server failure is due to age and a lack of regular updates and a maintenance agreement. The loss of video and audio recordings is of paramount concern because fights, unauthorized behavior, criminal behavior and needed conversation documentation is being lost. Replace server, obtain and retain a maintenance contract. Corrective Action pending	Ongoing



2015 DETENTION REPORT CARD

No.	Finding	Score	Correction	Score
D16.	<p>The Primary Control Center is unstaffed the majority of the time, but is located next to the visitor's lobby, separated by a wall and a window. The Primary Control Center can over ride the Secondary Center and therefore poses a significant security threat when left unattended. The main server resides at this location also.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The Pahrump Detention Facility Primary Control Center should be staffed on a twenty-four seven basis. However, budget constraints are prohibitive at this time. Ongoing</p>	<p>Ongoing</p>





2015 NCSO REPORT CARD

PHASE 2 AUDIT

PATROL

2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P1a.	Supervisory personnel assigned to patrol are significantly below the supervisor/line officer standard of one supervisor for eight (8) personnel.	<i>Opportunity for Improvement</i>	During the re-organization retired positions and retired and/or terminated command staff position monies were utilized to promote five new Sergeants to augment our supervisory staff and satisfy the standard. Corrective Action Completed July, 2015.	<i>Pass</i>



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P1b.	Supervisor/line officer positions in the Northern Command, Nye County is clearly below the best practice standard of one supervisor for eight (8) personnel within daily supervision capability.	<i>Opportunity for Improvement</i>	The Lieutenant promoted to Captain and retired. The Tonopah Detention Facility was reduced to a Holding Facility. Five sworn personnel were sent to a Category I POST Academy, one was sent to the detention center in Pahrump, one took a job out of state. Four Academy graduates augmented the patrol force in Tonopah, one augmented Round Mountain patrol, and four remained assigned to the Holding Facility. One additional Sergeant was promoted. Corrective Action Completed November 2015.	Pass



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P1c.	There are four (4) Patrol Deputies assigned to Beatty/Amargosa with no supervisor within forty (40) miles of their Beatty Substation. One (1) Deputy is off work over 4 months, Workman's Comp claim. The Amargosa Substation has been basically shut down, no new equipment, no janitorial services; computer services are old and have not been updated within the last five years. Clearly does not meet the standard.	<i>Opportunity for Improvement</i>	Patrols from Pahrump were assigned to Beatty/Amargosa patrol when the two resident deputies were on days off or off shift. In November a Pahrump deputy was assigned to the Beatty/Amargosa – Central Command. Recruitment for Beatty/Amargosa patrol officers continue. Corrective Action- Ongoing	Ongoing



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P1d.	Personnel annual performance evaluations have not been conducted in an average of eight (8) years. Several personnel hired in 2003 have never had an annual performance evaluation conducted during their tenure. .	<i>Opportunity for Improvement</i>	Sergeants were tasked with conducting annual evaluations and personnel under their supervision were scheduled for annual evaluations. Every person assigned to the Nye County Sheriff's Office were placed on an annual evaluation schedule.	Pass



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P2a.	No policy or procedure exists requiring sensitive files and information to be protected. Juvenile reports, Juvenile Domestic Battery reports, violent crimes against women reports, DVDs and other sensitive information is handled, worked, and stored in the same manner as other non-sensitive files and information.	<i>Opportunity for Improvement</i>	A policy and procedure was created to guide personnel in the identification, handling, marking, processing, storing and shipping of sensitive juvenile and violent crimes against women was published and disseminated and tested using PowerDMS. Corrective Action completed October 2015	Pass



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P3.	After reviewing traffic accidents and patterns, a decision was made to increase the traffic control and school protection as soon as possible and not wait to purchase newer Harley Davidson motorcycle.	<i>Opportunity for Improvement</i>	Three Deputy Sheriff 's volunteered to attend the METRO Motorcycle course, two deputies completed the course and were put into service to protect our schools and provide traffic control throughout the county. December 2015	Pass



2015 PATROL REPORT CARD

No.	Finding	Score	Correction	Score
P4.	Patrol Deputies duty firearms inventory is standardized. In the course of confirming the patrol inventory, it was determined that the majority of patrol deputies were not armed with or trained on a rifle or shotgun. Only select personnel were authorized to carry a rifle or shotgun.	<i>Opportunity for Improvement</i>	The Rifle Program Policy and Procedure were revised to require every Deputy to be qualified and armed with a rifle and/or shotgun. December 2015	Pass





2015 NCSO REPORT CARD

PHASE 3 AUDIT EQUIPMENT & SUPPLIES

2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E1.	<p>After the Nye County Sheriff's Office fleet was reviewed it was determined, instead of the normal ten percent or less of the Sheriff's patrol and support vehicles reaching their safe operation limit, over twenty percent of the fleet was over safe mileage and were quickly approaching safety mandatory deadline.</p> <p>An additional forty percent were in their last phases of useful life.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The County Manager provided \$100,000.00 in Capitol Funds for new vehicle purchase. The funds will purchase three new police vehicles, but will only fully equip two of the vehicles. An alternate plan was devised. Personnel were instructed to contact other agencies who may be changing out their fleet. LVMPD was excessing vehicles – We purchased 20 sedans and 4 Harley Motor cycles with police equipment.</p> <p>Corrective Action Completed December 2015.</p>	<p><i>Pass</i></p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E1a.	<p>After reviewing traffic accidents and patterns, a decision was made to increase the traffic control and school protection as soon as possible and not wait to purchase newer Harley Davidson motorcycle. During the last administration three of the four Harley Davidson motorcycles had been auctioned off. The one remaining Harley Davidson Motorcycle was used as a parade bike and we were under the impression it only needed a battery to put it back into service. It was taken to the shop for a new battery. The shop identified additional deficiencies due to lack of maintenance and use.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The Harley Davidson was repaired and placed into service.</p>	<p>Pass</p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E1b.	The two BMW motorcycles were taken to the shop for servicing and new batteries. It was determined the BMWs had not been serviced or utilized in several years. The motorcycles had been purchased for desert patrol, but had never been deployed.	<i>Opportunity for Improvement</i>	The motorcycles were provided maintenance, new batteries and tuned up and are operationally ready for use.	Pass



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E1c.	During the previous administration, one of the two twenty-four (24) passenger transport van modules was taken from the original vehicle and placed on a new chassis. The transport van was deadlined and the work was never completed.	<i>Opportunity for Improvement</i>	The communications and surveillance system was repaired by the County Shop and the transport van is in service. Corrective Action Completed September 2015	Ongoing



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E2	<p>During the audit it was discovered that the Southern Nye County Search and Rescue had been assigned four NCSO quads and one Chenoweth Sandrail. The equipment was assigned without a budget to provide them maintenance or repair. Search and Rescue was providing limited maintenance and upkeep. The Sandrail was is disrepair and was not running.</p>	<p><i>Opportunity for Improvement</i></p>	<p>Complete repairs on the Sandrail as time and money permits. Open and pending. The quads were placed back into service and now have regular preventative maintenance scheduled. The county shop is performing maintenance and repairs as needed. Search and Rescue is utilizing the equipment on every search. Completed June 2015</p>	<p>Pass</p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E3.	<p>There was not a complete inventory of equipment and supplies stored in various buildings, bunkers, transportainers, warehouses, and rooms within Nye County Sheriff's Office Substations throughout the county. In the past a Deputy or Sergeant was assigned specific duties falling under the auspices of supply and equipment management. However, there was no one ultimately responsible for the equipment and supplies to keep records and accountability.</p>	<p><i>Opportunity for Improvement</i></p>	<p>A detailed and complete inventory of NCSO Pahrump Substation equipment and supplies was conducted to establish a "known" base of available resources. Thousands of dollars of brand new equipment was discovered in storage and issued to patrol/SWAT staff. The Evidence/Supply Sergeant has begun a complete inventory of each location. With the promotion of a Supply/Evidence Sergeant that problem has been partially solved. Corrective Action ongoing. December 2015</p>	<p>Pass</p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E3a.	Supplies and equipment storage locations were found in various places throughout the county. There were no current or older supply/equipment listings found. In most locations it was unknown what was stored, when it was stored or where it was stored. Thousands of dollars of police equipment was found in Pahrump in shipping packages with 2008, 2010 and 2011 shipping dates.	<i>Opportunity for Improvement</i>	The police protective equipment found has been issued to Deputies .Inventories are being generated to account for the equipment and supplies we have located through this portion of the audit and we will continue to add to the inventories as we continue our audit through NCSO storage sites. There have been multiple sites located in Beatty, two located in Mercury and at least two in Tonopah. Completion is ongoing.	Pass



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E3b.	Multiple M16s, hand guns, including 357s, Glock 45 cal, Glock 9mm and the bulk of the NCSO ammunition inventory were stored within the confines of the NNSA making it impossible for the NCSO to retrieve those firearms and ammunition in an emergency or when no one badged for the area or on duty with access is available.	<i>Opportunity for Improvement</i>	The firearms and ammunition was moved to a protected, central, accessible location within the county.	Pass



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
Ec.	<p>New/old equipment purchased with county dollars and never issued. Two brand new, never been opened 2004 models, in the box, first generation Blackberry Palm Pilots were discovered in a filing cabinet. These items were well over \$1,200.00 apiece when purchased and were never used. Other items were discovered also, still in their pelican cases. Twelve new ballistic shields were found, 11 in a storage area and 1 in a Command Officers Office, which were never issued. Cost approximately \$20,400.00.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The NCSO Audit Team will continue to search for additional satellite phones and equipment. The plan is to activate the satellite phones to provide a safety communications net in case a emergency situation arises or phone communications is needed on a scene location off the grid. The other equipment discovered will be categorized, assessed and a decision will be made how best to utilize or excess it. Corrective Action Pending</p>	<p>Pass</p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Score	Correction	Score
E3d.	Explosives found unprotected in an unauthorized location in a NCSO Tonopah out building.	<i>Opportunity for Improvement</i>	An explosives expert has been contacted and will remove and detonate the blasting caps in a controlled, safe, environment. Corrective Action Pending	Ongoing





2015 NCSO REPORT CARD

PHASE 4 AUDIT
TRAINING

2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T1.	<p>Training strategies must consider and plan for annual in-house classroom options as well as affordable mobile, computer based, and affiliate organizational training programs to meet required Nevada State P.O.S.T. initial and annual training standards.</p>	<p><i>Opportunity for Improvement</i></p>	<p>Training decisions are made by tribunal tempered by individual career path and current training needs and cost. Outside training is screened, internal training by regulation, requirement, needs or gap driven. The Patrol FTO revised. Sergeant FTO new program -training guidance, instructional support, held to a strict standard, and have the opportunity to excel. The Detective and Dispatch FTO to be revised.</p> <p>Refurbish the Virtra 300, develop site specific Nye County training scenarios to be used during annual refresher training.</p> <p>Planned annual refresher training during forty (40) hour block of instruction. In that way we can ensure all sworn personnel are taught the same curriculum during each rendition. Partial completion – Completion - October 2016</p>	<p><i>Pending</i></p>



2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T2.	The Nye County Sheriff's Office must actively seek alternate, innovative, traditional and non-traditional methods to train, equip and provide resources for sworn and non-sworn employees	<i>Opportunity for Improvement</i>	All training will be reviewed by the Training Tribunal. Training approval will be given only after the training objectives are reviewed to ensure the curriculum will be advantageous for the NCSO and/or the county and the curriculum satisfies a step in the employees' career path	Pass



2015 EQUIPMENT REPORT CARD

No.	Finding	Audit	Correction	Score
T3a.	The Nye County Sheriff's Office Category I and Category III Academy courses were not up to date and ready to be utilized.	<i>Opportunity for Improvement</i>	The <u>Category III Academy</u> lesson plans were completely rewritten utilizing POST objectives and were designed for use exclusively in the Pahrump Detention Center and Tonopah Holding Facility. The Category III Academy has been POST Certified and the first class begins on March 7, 2016 and is CALEA compliant. Corrective Action Complete February 2016	Pass



2015 EQUIPMENT REPORT CARD

No.	Finding	Audit	Correction	Score
T3b.	<p>The Nye County Sheriff's Office Category I and Category III Academy courses were not up to date and ready to be utilized although letters from the Nevada POST Executive Director indicated the program was pristine in April 2013.</p>	<p><i>Opportunity for Improvement</i></p>	<p>The <u>Category I Academy</u> lesson plans were requested for review. Lesson Plans submitted were dated from 1993 with the most current being 2004. The course update was assigned to the Training and Administrative Command Staff person on January 15, 2015. The courses were not updated prior to May 4, 2015 although the workload had been temporarily reassigned to allow him the time to complete the revision. Academy lesson plan revisions were assigned to another member of the sworn staff to complete. Corrective Action Ongoing</p>	<p>Ongoing</p>



2015 EQUIPMENT REPORT CARD

No.	Finding	Audit	Correction	Score
T4	The Academy I and III lesson plans were not stored in a Nye County Sheriff's Office accessible training data base.	<i>Opportunity for Improvement</i>	The lesson plans, Category I and limited Category III, which were haphazardly thrown in storage boxes, will be separated by class date, scanned, and maintained in an electronic data base to ensure they will be available in the event a law suit or court case requires documentation of specific criteria taught to a particular deputy during a specific training period. The data will be retained in accordance with RIDS requirements. Projected completion date January 2017.	Ongoing



2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T5.	The various NCSO Field Training Programs did not meet a quantifiable standard.	<i>Opportunity for Improvement</i>	The Field Training Program was revised putting in place specific duties, training criteria, trainee responsibilities and FTO responsibilities. Training oversight was to be conducted daily by the Patrol Sergeant, weekly by the First Sergeant and at the end of each phase by the Training Coordinator and the Training Tribunal. The Field Training Program objective is to train good to superior new deputies. The Patrol Program is in place and has been implemented; the Sergeant's Program is being created; the Detective's FTO Program is being revised; the Detention program is being revised; the Dispatch program will be evaluated. Corrective Action-Ongoing	Ongoing



2015 EQUIPMENT REPORT CARD

No.	Finding	Audit	Correction	Score
T6.	Background investigations were not conducted in a standardized manner; multiple candidates were not screened adequately to ensure they met the NRS 289 standard prior to hiring.	<i>Opportunity for Improvement</i>	Background investigations have been reassigned to the Internal Affairs Section. Investigators have been provided training and have become certified in this field. In addition all backgrounds are reviewed by the Training Tribunal prior to approval for hire. Completed December 2015	Pass



2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T7	Employee records, Background file, personnel file, Workers Compensation and HIPPA documents were not handled in accordance with state and federal regulations.	<i>Opportunity for Improvement</i>	<p>In March 2015, all NCSO employee background and personnel files were transferred to the Human Resources Department. When personnel are hired personnel files including background is submitted to Human Resources. In addition, Workman's Compensation documentation is submitted directly to Human Resources for processing after it was discovered they were being treated in an unauthorized manner. Training files generated are maintained in the Training Unit by the Training Coordinator and/or the Operations Sergeant.</p> <p>Completed June 2015</p>	Pass



2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T8.	Training records were not entered into the state data base accurately and within the stated time frame and all of the records were not entered into the state data base or into a county data base.	<i>Opportunity for Improvement</i>	The current training CADRE have worked diligently to recreate and document employee training records. In most instances, with the assistance of employee provided certificates and documentation. The majority of the paper training record files have been scanned into the Spillman training record module, section is ongoing. In addition, each time a policy, procedure or directive is published it is placed into PowerDMS, a test is generated and a record of the training is captured adequately documenting that the employee passed the testing and has demonstrated knowledge of the topic. Completed basic Corrective Action September 2015	Pass



2015 TRAINING REPORT CARD

No.	Finding	Audit	Correction	Score
T9.	<i>Although itemized as a requirement in a 1993 Nye County Sheriff's Office job description still in use, there has never been a written annual training plan developed, implemented, reviewed and maintained by NCSO Planning and Training.</i>	<i>Opportunity for Improvement</i>	The Training and Planning responsibilities have been transferred to the Operations Sergeant and an assistant, now known as a Training Coordinator. The plan has been assigned and should be completed by December 2016.	Pass





2015 NCSO REPORT CARD

PHASE 5 AUDIT
EVIDENCE

2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV1.	The Evidence Section did not possess site specific policies and procedures which adequately instructed non-sworn or sworn personnel in the performance of their duties and responsibilities.	<i>Opportunity for Improvement</i>	The Evidence Section Policy and Procedure Manual is in the process of being written with a description of each task and function within the Section and to provide guidance on performing those tasks and functions within the discipline standard	<i>Pending</i>



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV2.	The Evidence Section over the years lost knowledgeable personnel without a succession plan and there has never been a full time Evidence Section Supervisor to oversee the management of the three separate Evidence locations for the Nye County Sheriff's Office. Pahrump, Beatty, and Tonopah	<i>Opportunity for Improvement</i>	All tasks throughout the Evidence Section various locations are currently being provided oversight by an Evidence/Supply Sergeant assigned to the Section, a part time employee and an Sheriff's Auxiliary Unit Volunteer who have all been trained and certified to ensure all Evidence related tasks are being performed within standard.	Pass



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3a	During the day-to-day business of releasing property according to policies and procedures and according to Nevada & Federal Laws, it was noted that property and evidence are missing from the Pahrump Evidence Section and/or Evidence Section data base.	<i>Opportunity for Improvement</i>	The release process has become more detailed and has been implemented to ensure a documented record exists noting to whom or the name of the agency accepting the property. Monthly, a list of all property released is maintained by the Evidence Section and a copy of the record is provided to the Sheriff. Documentation consisting of detailed notes are required to be added to the computer system to explain what the property/evidence was, whom it was released which include photos of ID	Pass



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3b.	It has been discovered that items were destroyed with no explanation.	<i>Opportunity for Improvement</i>	A more detailed process is in place explaining items being boxed for destruction or how the item was destroyed and by whom. The Evidence Section is boxing items that will be processed for destruction at a certified destruction processing center located in Utah that is currently being utilized by the Las Vegas Metropolitan Police Department.	Ongoing



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3c	The Pahrump and Tonopah location Evidence Section both have property/evidence from extremely old cases.	<i>Opportunity for Improvement</i>	The Evidence Section is currently working in conjunction with the Nye County District Attorney's Office regarding dispositions of cases from which the Evidence Section is currently holding evidence in cases that date back to the 1990's to the current year where the case has been finalized and the evidence is no longer necessary to maintain.	Ongoing



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3d	The Pahrump Evidence Section has property/evidence which was not packaged in accordance with policies and procedures when it was submitted to the Evidence Vault.	<i>Opportunity for Improvement</i>	The Nye County Sheriff's Office Evidence Section has submitted a Policy and Procedure Evidence Manual to the Sheriff for review and approval outlining and documenting the standard to be implemented to ensure evidence related tasks are performed within standard by sworn and non-sworn NCSO personnel. December 2015	PASS



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3f.	The Sheriff's Office was sending evidence to the laboratory for testing on a regular basis based on past practice incurring heavy laboratory costs.	<i>Opportunity for Improvement</i>	After a discussion with the District Attorney's Office the practice has been modified to include only those items supporting cases pending trial. An agreement was created and signed by the Nye County District Attorney's Office and the Nye County Sheriff's Office to change the processing of unnecessary testing. Sworn personnel are completing more instant testing of narcotics.	Pass



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3g	The Pahrump Evidence Section was unorganized, dirty, and unkempt which made it difficult to locate some items. Items were placed in areas like refrigerators without being organized by date, etcetera, to make it easier for personnel to locate the item.	<i>Opportunity for Improvement</i>	The Evidence Section Personnel have remodeled the room, added shelving in order to utilize the space in a more efficient manner. Custom wooden shelving was created to fit in the available space inside the refrigerators in order to utilize the space more effectively. After the boxes were assembled, all items were placed into the boxes, the boxes were marked with case number and dated and placed back into the refrigerators in an orderly manner. December 2015	Pass



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3h	The Pahrump Evidence Section storage shed, located in the NCSO secure Impound Yard held evidence along with non-evidentiary items.	<i>Weakness</i>	The Evidence Section Personnel with the assistance of the Sheriff's Auxiliary Unit moved the non-evidentiary and property not under their control out of the storage shed. The locks were replaced with security rated locks and the keys were issued to Evidence personnel with the key numbers placed into a controlled inventory system. Complete November 2015	<i>Pass</i>



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3i	There was no accountability regarding unwanted prescription medication and other items being turned in by citizens or picked up from remote drop off locations.	<i>Weakness</i>	The Medical Return Drug Collection Units are now being emptied by Evidence Section Personnel only, delivered to the Evidence Section, being sorted, boxed, weighed and sealed and recorded in the computer. The items are then being stored pending transportation to a Certified Destruction Facility.	<i>Pass</i>



2015 EVIDENCE REPORT CARD

No.	Finding	Score	Correction	Score
EV3j	The Pahrump Evidence Section did not have a current inventory of the three major areas requiring control, firearms, narcotics and currency.	<i>Weakness</i>	In August of 2015, a physical inventory of the firearms and currency storage areas was completed. Discrepancies have been noted and are being researched. Evidence Section staff are currently in the process of completing a physical inventory of the narcotic area.	Pending





2015 NCSO REPORT CARD

PHASE 6 AUDIT
ADMINISTRATION

2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD1	<p>The Nye County Sheriff's Office Policy and Procedure Manual is not within the standard five (5%) correctness of being up to date and is not within standard compliance of state and federal laws and does not conform to better business practices..</p>	<p><i>Opportunity for Improvement</i></p>	<p>Updating the procedures were initiated in coordination with the NCLEA in January 2015 and are ongoing. Policies and procedures are being reviewed, revised or retired. New policies and procedures are being identified and developed as the need is identified. The five percent (5%) correctness standard, annual review and mandatory revision process has been adopted to ensure the manual does not fall in disrepair. The Administrative standard policy was completed in February 2015. All policies and procedure revisions are being coordinated with lesson plans and are in CALEA compliance.</p>	<p><i>Pending</i></p>



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD2.	<i>The training records, evidence, UCR information, property, supplies, personnel information and equipment were not entered into the Spillman database even though Spillman modules are available to manipulate and store this information. Other data bases were old and out of date.</i>	<i>Opportunity for Improvement</i>	The training records, evidence, UCR information, property, supplies, personnel information and equipment are being entered into new Spillman modules.	Pass



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD3a	The Nye County Sheriff's Office did not maintain a complete and accurate list of all contracts. Relias Learning, an Adult Corrections Training Program contract had been entered into by the Nye County Sheriff's Office and was not being utilized by the Detention staff.	<i>Opportunity for Improvement</i>	The Nye County District Attorney's Office negotiated a contract settlement on behalf of the Nye County Sheriff's Office and Nye County to release and discharge any and all past and future obligations owed by Nye County to Relias Learning dba Essential Learning Systems, LLC saving Nye County approximately \$20,000.00 for the 2017 and 2018 annual Relias Learning payments.	Pass



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD3b	Files were not discovered or provided containing a list documenting the Nye County Sheriff's Office negotiated and signed Memorandums of Understanding with any agency other than with No-To-Abuse, Child Advocacy Center.	<i>Opportunity for Improvement</i>	As new Memorandums of Understanding have been submitted or requests for reaffirmation they have been provided to the Nye County District Attorney for review and submission to the Board of County Commissioners.	Ongoing



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD4	UCRs were identified, but were not reported within the proper timeframe in all instances.	<i>Opportunity for Improvement</i>	Additional Sergeants have been promoted to provide better oversight for patrols who generate the majority of the reports and a First Sergeant has been promoted to provide guidance and oversight for the Sergeants. October 2015	Ongoing



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD5	<p>The Nye County Sheriff's budget had not remained within approved levels and those overages were not justified as reasonable expenditures by the Board of County Commissioners.</p>	<p><i>Opportunity for Improvement</i></p>	<p>Six month corrective action budget alignment included a cursory audit identifying basic required services, number, location of employees, employee responsibilities, and monthly payroll, overtime expenses and resources. These items were compared with the first six month expenditures triggering a realignment of resources, overtime expenditures, and daily budget management techniques. The projected overage without the corrective action would have been approximately \$13,455,750.00. The final budgetary number for this administration after implementing the corrective action was \$12,940,259.59. A difference of \$515,490.41.</p> <p>The 2013-14 previous administration budget was almost 5% over budget</p> <p>The 2014-15 budget, one half the previous administration and one half the present administration was 2.55% over budget.</p>	<p>PASS</p>



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD6	An allegation was made by a Pool Pact Lawyer that there had been no discipline given to the Command Staff found to be in violation in an EEOC investigation. A request was made that the incoming conduct a review.	<i>Opportunity for Improvement</i>	The review was conducted. The results indicated that one Command position supervisor had been given a letter in lieu of disciplinary action and the other had been given disciplinary action which a later audit discovered was not completed. Neither Command position is currently employed by the Nye County Sheriff's Office.	PASS



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD7.	<i>Upon taking command of the Nye County Sheriff's Office, the Sheriff was surprised that there were no standing command staff meetings.</i>	<i>Opportunity for Improvement</i>	Command staff weekly briefings were reinstated.	Pass



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD8	Although the Nye County Sheriff's Office had been using the oral board process for promotion testing and prioritizing a candidate list, there was no procedure in place to guide or ensure the integrity the process.	<i>Opportunity for Improvement</i>	A policy was developed and implemented insuring the integrity of the promotion process. All questions, tests, and/or narrative topics are developed and controlled. The oral board questions with answers are independently developed by each board member and submitted to the Sheriff the night before or the morning of the oral board where they are reviewed, chosen and signed off. The tests, narrative topics are handled in the same manner. The Sheriff chooses or provides revision to the questions and answers and signs/dates. A packet is made for each Promotion Board Member. A union representative is assigned to ensure continuity and two are present for the tallying. The Sheriff is notified of the winner and the ranking.	Pass



2015 ADMINISTRATION REPORT CARD

No.	Finding	Score	Correction	Score
AD9	Code Red -An electronic emergency notification program was purchased by contract in 2013 for approximately \$45,000.00 and never implemented.	<i>Opportunity for Improvement</i>	Although the program life was two-thirds spent, the Code Red electronic Notification System was programmed and implemented in February, 2015. Several notification groups have been programmed into the system and are being utilized on a daily basis, saving Dispatch and NCSO personnel time and effort while accomplishing emergency notifications in a timely manner.	Pass





2015 NCSO REPORT CARD

PHASE 7 AUDIT

SPECIAL WEAPONS AND TACTICS

2015 SWAT AUDIT REPORT CARD

No.	Finding	Determination	Correction	Score
SW1	The Special Weapons and Tactics Team (SWAT) had never been certified by an outside agency.	Opportunity for Improvement	The Nye County SWAT personnel were scheduled to attend the FBI Special Weapons and Tactics Team training.	<i>Pending</i>



2015 SWAT AUDIT REPORT CARD

No.	Finding	Determination	Correction	Score
SW2.	The Special Weapons and Tactics Team were not outfitted with equipment which was within the manufacturers date.	<i>Opportunity for Improvement</i>	The Nye County Sheriff's Office has been searching for a new armor carrier to ensure the equipment is light, allowing the wearer to move freely for extended periods of time while providing at least level three protection. Due to budget constraints this purchase is tentatively scheduled for the 2016-2017 budget cycle.	Pass



2015 SWAT AUDIT REPORT CARD

No.	Finding	Determination	Correction	Score
SW3	<p><i>The explosives utilized and stored by the SWAT have not been inventoried in years. They are not stored or categorized in accordance with explosives storage requirements.</i></p>	<p><i>Opportunity for Improvement</i></p>	<p>A custodian was appointed, a log book/Key Log was implemented, access controls were developed and implemented, the storage area was marked with the correct warnings and notices, a housekeeping program was implemented and the area cleaned, inventories are scheduled on an annual basis, and a daily transaction summary was implemented. Completed 3-15-15.</p>	<p>Pass</p>





2015 NCSO REPORT CARD

PHASE 8 AUDIT

CANINE

2015 CANINE REPORT CARD

No.	Finding	Score	Correction	Score
k91	The canine program was not certified to perform and there were no confirmed certified handlers.	<i>Opportunity for Improvement</i>	Upon Sergeant Thomassian's retirement, Sergeant Eric Murphy, former canine handler and Deputy Hunt, a current non-certified handler, were assigned to the canine program. LVMPD Canine program personnel were contacted and joint training was implemented. Handlers will be certified with their dogs under the LVMPD program.	<i>Pending</i>



2015 CANINE REPORT CARD

No.	Finding	Score	Correction	Score
K92.	<i>Out of the nine canines owned and maintained by the Nye County Sheriff's Office, five were reaching their useful life span and had significant medical issues.</i>	<i>Opportunity for Improvement</i>	The canines have been evaluated medically and four dogs were retired. Ownership was transferred from Nye County to their handlers.	Pass



2015 CANINE REPORT CARD

No.	Finding	Score	Correction	Score
K93	<i>There were no certified master trainers and no confirmed certified handlers with the Nye County Sheriff's Office on January 5, 2015.</i>	<i>Opportunity for Improvement</i>	Prospective handlers and their canines are being trained, assessed and as they advance will be certified by LVMPD Canine trainers. The Nye County Sheriff's Office is in the process of identifying a Master Handler school and identifying a canine officer to send for certification.	Pass





2015 NCSO REPORT CARD

PHASE 9 AUDIT
SHERIFF'S AUXILIARY

2015 SHERIFF'S AUXILIARY REPORT CARD

No.	Finding	Audit	Correction	Score
SA1	<i>According to long time members the Auxiliary Academy has not been implemented for at least ten years. New members are provided field training and very limited classroom instruction.</i>	<i>Opportunity for Improvement</i>	Nye County Sheriff's Office and Nye County training opportunities have been extended to the Auxiliary personnel. They have been trained and are actively carrying non-lethal weapons to provide for their safety while performing Nye County Sheriff's Office tasks.	Pass



2015 SHERIFF'S AUXILIARY REPORT CARD

No.	Finding	Audit	Correction	Score
SA2	<i>The Sheriff's Auxiliary is not provided a budget and the program has not been formally monitored or audited.</i>	<i>Opportunity for Improvement</i>	A limited audit was performed and the Auxiliary was provided a small budget to purchase new uniforms and office supplies. Ongoing	Pass



2015 SHERIFF'S AUXILIARY REPORT CARD

No.	Finding	Audit	Correction	Score
SA3	<i>The Neighborhood Watch Program was abandoned multiple years ago.</i>	<i>Opportunity for Improvement</i>	The program has been revitalized, a Neighborhood Watch Liaison has been appointed, meetings were set up, a small budget was provided by the Nye County Sheriff's Office and personnel are actively participating in the program.	Pass





2015 NCSO REPORT CARD

PHASE 10 AUDIT
SEARCH AND RESCUE

2015 SHERIFF'S AUXILIARY REPORT CARD

No.	Finding	Audit	Correction	Score
SW1	<p><i>Search and Rescue, both the North and South, did not receive monetary support in the form of a budget from the Nye County Sheriff's Office and were not being utilized on a regular basis.</i></p>	<p><i>Opportunity for Improvement</i></p>	<p>Southern Nye County Search and Rescue was re-educated and is participating in monthly training, they have been provided a small annual budget, and their electrical bill is being paid by the NCSO as a business expense.</p> <p>Northern Nye County Search and Rescue is a functioning entity. Two Sergeants have been assigned as liaisons. Budget will be discussed with them in 2016.</p>	<p>Pass</p>



2015 SHERIFF'S AUXILIARY REPORT CARD

No.	Finding	Audit	Correction	Score
SW2.	<p><i>Search and Rescue were adequately trained for their mission and their training records were maintained within the Nye County Sheriff's Office training record process.</i></p>	<p><i>Opportunity for Improvement</i></p>	<p>The sitting Southern Nye County Search and Rescue Command Staff were terminated. A liaison officer was appointed and provided NCSO transportation. The quads were set up for county maintenance. The electric bill was assumed by the Nye County Sheriff's Office. Training opportunities were discussed and in-house training is being offered every other week. Nye County Search and Rescue radios have been issued. The team participated in at least eight searches from January to December 2015.</p> <p>Northern Search and Rescue participated in at least three sanctioned searches in 2015.</p>	<p>Pass</p>





2015 NCSO REPORT CARD

PHASE 11 AUDIT
GRANT PROGRAM

2015 SHERIFF'S GRANT REPORT CARD

No.	Finding	Score	Correction	Score
GW1a	<i>In March 2015 the re-application date was missed on a grant because the new website could not be located. The NCSO lost funding for 75% of one fulltime position and the grant part time position.</i>	<i>Opportunity for Improvement</i>	The management team placed an initial corrective action into place. Grants would be discussed on a monthly basis during a management meeting to ensure additional dates were not missed. After the primary Grant Administrator was placed on administrative leave program oversight was assigned to the Operations Sergeant effectively placing supervision over the grant process. The process is monitored on a weekly basis.	<i>Pending</i>



2015 SHERIFF'S GRANT REPORT CARD

No.	Finding	Score	Correction	Score
GW1b.	<i>A marijuana location grant was written, approved, however the funds were intentionally not managed or utilized.</i>	<i>Opportunity for Improvement</i>	The grant funds were returned to the grantor. The grantor was contacted by Command Staff and informed the Assistant Grant Administrator had been acting on her own and asked if the NCSO could apply in 2016. At this point a firm answer has not been provided. Ongoing.	Pass



2015 SHERIFF'S GRANT REPORT CARD

No.	Finding	Score	Correction	Score
GW2	<i>Quarterly reports required by Nevada Revised Statute had historically not been provided to the Nye County Comptroller</i>	<i>Weakness</i>	The NCSO Assistant Grant Administrator, filling in for the NCSO Grant Administrator, stated she would complete the reports and submit them to the County Comptroller on a quarterly basis to ensure Nye County Sheriff's Office is in compliance with the Nevada Revised Statute requirement. Ongoing.	<i>Pass</i>

