



Timothy K. Cameron
SHERIFF

Office of the Sheriff

St. Mary's County, Maryland

Headquarters
23150 Leonard Hall Drive
Leonardtown, MD 20650
301-475-4200 Ext. 1900
301-475-4047 Fax

Detention Center
41880 Baldrige Street – P.O. Box 960
Leonardtown, MD 20650
301-475-4200 Ext. 3200
301-475-4095 Fax



An Internationally
Accredited Agency

To: Captain David Yingling, Interim Assistant Sheriff

Subject: Annual Audit of Property/Evidence

Date: May 10, 2022

On May 5, 2022, I conducted the annual audit of property and evidence in the custody of the St. Mary's County Sheriff's Office. This inspection was completed pursuant to the St. Mary's County Sheriff's Office Policy (B4.03.028) Property Control, Standard Operating Procedure (SOP) Property and the Commission on Accreditation of Law Enforcement Agencies, Inc. (CALEA) specifically CALEA standard 84.16 (d) and Appendix K, requiring "an annual audit of property and evidence by a supervisor not routinely connected with control of property and evidence."

The storage areas inspected [REDACTED]

I found all property areas to be clean but congested. We continue to work to unclutter the areas of general property, CDS room, the Gun room [REDACTED] With (137,161) items of total property stored, and (8,021) of those items being high-risk, property was well organized considering the limited space. Evidence was labeled and organized by year and case numbers; and the barcoding system through Central Square Technologies, (Formerly H.T.E / Superion) allowed items to be located and pulled for inspection with ease.

[REDACTED]

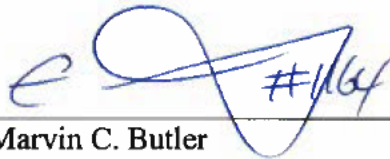
The firearm and general property purging procedures established in 2015 and to date, have progressively reduced the number of items held in storage and continue to free storage space issues until a new facility is available in future years.

[REDACTED]

The audit inspection included the review of a relative sampling of property records, to include the total retrieval of **(136)** pieces of property from **(60)** respective cases, **(50)** of those cases being **High Risk** and audited **\$942.86** in US currency which were all in good order.

An inventory of each case audited is attached.

The inspection was completed, and the overall operations of the Property Evidence Section were found to be in order. Space needs continue to be a priority and staffing concerns remain, especially as they relate to the future efforts to improve purging/destruction. Agency policies and procedures were found to be adequate, and the section conducts business accordingly.



Marvin C. Butler
Chief of Staff
Administrative Division

Agree

Yes () No, see endorsement.

Interim Assistant Sheriff:



Date



May 10, 2021

Annual Announced Property Evidence Audit

Property Custodian: Charles T. Ferrari #1107

Property Specialist: Margie Boarman #1143

General Property

Case # 46273-10 - (3) items

Case # 10285-21 - (1) item

Case # 31378-11 - (1) item

Case # 22920-21 - (5) items

Case # 12800-12 - (2) items

Case # 26001-21 - (6) items

Case # 28565-15 - (2) items

Case # 53356-21 - (1) item

Case # 51360-18 - (9) items

Case # 55141-21 - (2) items

Case # 41160-19 - (13) items

Case # 853-22 - (1) item

Case # 42348-19 - (2) items

Case # 58448-19 - (1) item

Case # 59939-19 - (1) item

Case # 60896-19 - (1) item

Case # 62725-19 - (2) items

Case # 46387-20 - (7) items

Case # 48101-20 - (5) items

Case # 52439-20 - (1) item

Total - 66 items audited

High Risk Property

Jewelry

- Case # 46273-10 - (1) item
- Case # 60896-19 - (2) items
- Case # 48101-20 - (1) item
- Case # 52439-20 - (14) items
- Case # 10285-21 - (4) items
- Case # 51695-21 - (1) item

Subtotal by category - 23 items audited

Firearms

- Case # 46003-08 - (1) item
- Case # 50050-09 - (1) item
- Case # 46273-10 - (1) item
- Case # 23010-11 - (1) item
- Case # 31378-11 - (1) item
- Case # 12800-12 - (1) item
- Case # 3921-14 - (1) item
- Case # 28565-15 - (3) items
- Case # 27251-17 - (2) items
- Case # 51360-18 - (3) items
- Case # 41160-19 - (1) item
- Case # 853-22 - (3) items

Subtotal by category - 19 items audited

CDS

Case # 30015-19 - (7) items

Case # 24335-21 - (1) item

Case # 31557-19 - (7) items

Case # 26001-21 - (1) item

Case # 41160-19 - (3) items

Case # 42348-19 - (1) item

Case # 69245-20 - (3) items

Case # 75055-20 - (2) items

Case # 05539-21 - (3) items

Case # 06387-21 - (1) item

Case # 24156-21 - (2) items

Subtotal by category - 31 items audited

US Currency

Case # 27455-20 - \$28

Case # 43075-21 - \$5.87

Case # 80444-20 - \$1.01

Case # 44958-21 - \$52

Case # 9712-21 - \$376

Case # 50119-21 - \$.05

Case # 18652-21 - \$.25

Case # 4096-22 - \$104

Case # 38064-21 - \$.10

Case # 4771-22 - \$376

Case # 42014-21 - \$5.00

Subtotal by category - 11 Cases audited / \$948.73

Total High-Risk Cases / Items Audited - 40 / 84

Total Verified All Property Evidence Audited - 150