



CITY OF LONG BEACH

POLICE DEPARTMENT

400 WEST BROADWAY LONG BEACH CALIFORNIA 90802

Robert G. Luna
Chief of Police

Ref. 1.0

May 31, 2019

Ms. Maria Cranston, Manager
CA Department of Justice
CLETS Administration Section

Dear Ms. Cranston:

This letter is our agency's CLETS Compliance Report regarding our on-site FBI, CJIS, and ITSA Report, and the administrative findings identifying areas of non-compliance with FBI CJIS Security Policy. Immediately below you will find a final status update identifying the action steps that have been taken to meet the departments plan in resolving these items.

1. Audit Finding No. 1 – Information Exchange Agreement: Long Beach Police Department does not have a signed written agreement with each criminal justice agency receiving access to criminal justice information (Los Angeles Sheriff's Department).

Action: **Resolved.** A signed written agreement with the Los Angeles Sheriff's Department has been established. A signed copy of the agreement was emailed to the CA Department of Justice in January 2018.

2. Audit Finding No. 2 – Management Control Agreements: Long Beach Police Department received information technology (IT) services from their respective noncriminal justice governmental agencies. No management control agreement is in place for City of Long Beach IT Department.

Action: **Resolved.** A signed Management Control Agreement has been established between the Long Beach Police Department and Technology and Innovation Department. A signed copy of the agreement was emailed to the CA Department of Justice in September 2017. The Police Department is currently in the process of finalizing an updated management control agreement with the new interim Technology and Innovation Department Director per CJIS Security Policy given the departure of the former director on January 26, 2018.

3. Audit Finding No. 3 – Physical Security: Long Beach Police Department does not have a physical protection policy in place.

Action: **Resolved May 31, 2019.** The Department has drafted a physical protection policy to meet this requirement. A copy of the drafted physical protection policy has been attached to this letter.

4. Audit Finding No. 4 – System Use Notification: Long Beach Police Department does not display an approved system use notification message on all information systems accessing criminal justice information (CJI).

Action: **Resolved. December 10, 2018.** The Police Department now displays the following message on all information systems accessing criminal justice information (CJI):

"You are now accessing a restricted information system. System usage may be monitored, recorded, and subject to audit. Unauthorized use of the system is prohibited and may be subject to criminal and/or civil penalties. Use of the system indicates consent to monitoring and recording."

If you need any further assistance, please contact me or my chief of staff, Commander Erik

Sincerely,

A handwritten signature in blue ink that reads "R. Luna". The signature is fluid and cursive.

Robert. G. Luna
Chief of Police

RGL:AR