



July 12, 2022

Kimberly Gin, Coroner
Sacramento County Coroner's Office
4800 Broadway, Suite 100
Sacramento, CA 95820

Re: CLETS Mail Audit Findings for ORI# CA0344200 - Sent Via Email

Dear Coroner Gin,

The purpose of this letter is to present the results of your agency's recent audit of the California Law Enforcement Telecommunications System (CLETS).

Pursuant to state and federal requirements, the California Department of Justice (DOJ), Client Services Program audits all agencies which utilize the CLETS. Audits are conducted at least triennially. The CLETS assessment covers a range of topics including an administrative review of policies, user/agency agreements, completion of required trainings and security. Typically, the assigned CLETS Field Representative will also conduct an on-site inspection. The DOJ access to applicable agency information is addressed in the CLETS Policies, Practices, and Procedures, Section 1.6.3, Audits and Inspections. The goal of the audit process is to help ensure criminal justice information is being handled securely and in compliance with applicable requirements.

CLETS Audit Findings: In Compliance

We commend your compliance with the CLETS requirements. I would like to thank ACC Heather Griffiths for the coordination and effort to ensure compliance for your agency. If you have any questions or need additional information regarding the audit process, contact CLETS Field Representative Tara Burrows-Yates at (916) 210-3183 or by email at Tara.BurrowsYates@doj.ca.gov.

Sincerely,

Elisa Webb

ELISA WEBB, Staff Services Manager
CLETS Audits & Inspections Section
Justice Data & Investigative Services Branch

For **ROB BONTA**
Attorney General