



December 12, 2019

Director Andrew Myerberg  
Office of Professional Accountability  
PO Box 34986  
Seattle, WA 98124-4986

Dear Director Myerberg,

Please see the below Management Recommendation response

**Case Numbers:**

2019OPA-0097; 2019COMP-0017

**Topic:**

Criminal Justice Information Systems

**Summary of the Management Action:**

Allegation that several employees violated Department policy by improperly accessing the National Instant Criminal Background Check System (NICS) database while performing checks relating to Extreme Risk Protection Orders (ERPOs).

**Original Recommendation:**

Reiterate to all officers the restrictions on the use of the NICS database. Provide additional training and/or revision to the applicable policies to ensure the database is not improperly accessed in the future.

**Action Taken:**

On December 11, 2019, the Audit, Policy, and Research Section issued a department wide email reminding employees that accessing the NICS database is only allowed under very specific circumstances. The email outlined when employees can access the NICS database and specifically states that *"NICS may not be used for any other law enforcement purpose, including risk evaluation (ERPO – Extreme Risk Protection Orders)."*

Additionally, the SPD Data Center does periodic audits of the various databases used by SPD. When they identify improper access of any of the systems, they reach out to provide guidance and additional training to ensure the database is not improperly accessed in the future.

**SPD Considers this Management Action:**

Fully Implemented

Please don't hesitate to contact me if you have additional questions or concerns.

Sincerely,

Assistant Chief Lesley Cordner  
Professional Standards Bureau