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Missouri State Auditor

Twenty-Fourth Judicial Circuit

City of Leadington Municipal Division

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<http://auditor.mo.gov>



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CITIZENS SUMMARY

Findings in the audit of Leadington Municipal Division

Accounting Controls and Procedures	The division lacked adequate controls and procedures to ensure money collected by the court was properly recorded and transmitted for deposit. The municipal judge and city personnel did not perform adequate supervisory or independent reviews of the accounting functions and records of the court clerk, the municipal division's only employee. The division did not prepare monthly lists of liabilities for comparison to bank account balances and was unable to determine the proper disposition for over \$3,300 held in an inactive bond bank account and over \$3,000 in the municipal division bank account, increasing the risk of misuse of funds. The clerk also did not periodically review accrued costs owed to the municipal division.
Municipal Division Procedures	Auditors identified case information for 178 cases was not included in monthly reports to the Office of State Courts Administrator because the division failed to detect coding errors in the case management system. The division did not assess court costs according to state law and the city lacked an ordinance for collection of a \$1 Judicial Education Fund fee. The division did not have procedures to review and approve adjustments to amounts owed by defendants or documentation to support all adjustments. The municipal judge did not approve the final disposition of all cases and the prosecuting attorney did not always clearly document his approval of dismissed tickets. The division did not require passwords be changed periodically to restrict access to computers and data.
Ticket Accountability	The city police and municipal division lacked procedures to adequately account for all traffic tickets issued. Auditors identified two missing ticket books, both of which had been issued to former police officers.
Monitoring of Excess Revenues	The division lacked adequate procedures to calculate revenue from traffic violations to determine excess revenues owed to the Missouri Department of Revenue. The city initially prepared calculations that would have understated traffic violation revenues and overstated general operating revenues but corrected those calculations, timely reported, and paid \$7,891.

In the areas audited, the overall performance of this entity was **Fair**.*

*The rating(s) cover only audited areas and do not reflect an opinion on the overall operation of the entity. Within that context, the rating scale indicates the following:

- Excellent:** The audit results indicate this entity is very well managed. The report contains no findings. In addition, if applicable, prior recommendations have been implemented.
- Good:** The audit results indicate this entity is well managed. The report contains few findings, and the entity has indicated most or all recommendations have already been, or will be, implemented. In addition, if applicable, many of the prior recommendations have been implemented.
- Fair:** The audit results indicate this entity needs to improve operations in several areas. The report contains several findings, or one or more findings that require management's immediate attention, and/or the entity has indicated several recommendations will not be implemented. In addition, if applicable, several prior recommendations have not been implemented.
- Poor:** The audit results indicate this entity needs to significantly improve operations. The report contains numerous findings that require management's immediate attention, and/or the entity has indicated most recommendations will not be implemented. In addition, if applicable, most prior recommendations have not been implemented.

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Twenty-Fourth Judicial Circuit

City of Leadington Municipal Division

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NICOLE GALLOWAY, CPA **Missouri State Auditor**

Presiding Judge
Twenty-Fourth Judicial Circuit
and
Municipal Judge
and
Honorable Mayor
and
Members of the Board of Aldermen
Leadington, Missouri

We have audited certain operations of the City of Leadington Municipal Division of the Twenty-Fourth Judicial Circuit in fulfillment of our duties under Chapter 29, RSMo, and as part of the State Auditor's Municipal Courts Initiative. The scope of our audit included, but was not necessarily limited to, the year ended June 30, 2015. The objectives of our audit were to:

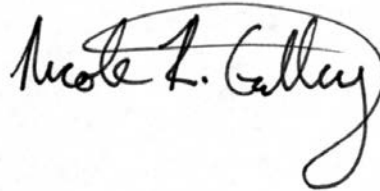
1. Evaluate the municipal division's internal controls over significant financial functions.
2. Evaluate the municipal division's and city's compliance with certain legal provisions.
3. Evaluate the municipal division's compliance with certain court rules.
4. Evaluate the city's compliance with state laws restricting the amount of certain court revenues that may be retained.

Our methodology included reviewing written policies and procedures, financial records, and other pertinent documents; interviewing various personnel of the municipal division, as well as certain external parties; and testing selected transactions. We obtained an understanding of internal controls that are significant within the context of the audit objectives and assessed whether such controls have been properly designed and placed in operation. We tested certain of those controls to obtain evidence regarding the effectiveness of their design and operation. We also obtained an understanding of legal provisions that are significant within the context of the audit objectives, and we assessed the risk that illegal acts, including fraud, and violations of other legal provisions could occur. Based on that risk assessment, we designed and performed procedures to provide reasonable assurance of detecting instances of noncompliance significant to those provisions.

We conducted our audit in accordance with the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform our audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides such a basis.

The accompanying Organization and Statistical Information is presented for informational purposes. This information was obtained from the municipal division's management and was not subjected to the procedures applied in our audit of the division.

For the areas audited, we identified (1) deficiencies in internal controls, (2) noncompliance with legal provisions, (3) noncompliance with court rules, and (4) no noncompliance with state laws restricting the amount of certain court revenues that may be retained. The accompanying Management Advisory Report presents our findings arising from our audit of the City of Leadington Municipal Division of the Twenty-Fourth Judicial Circuit.

A handwritten signature in black ink that reads "Nicole R. Galloway". The signature is written in a cursive style with a large, looping flourish at the end of the name.

Nicole R. Galloway, CPA
State Auditor

The following auditors participated in the preparation of this report:

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Twenty-Fourth Judicial Circuit

City of Leadington Municipal Division

Management Advisory Report - State Auditor's Findings

1. Accounting Controls and Procedures

Accounting controls and procedures need improvement. For the year ended June 30, 2015, the municipal division's case management system indicates net collections totaled approximately \$215,000. Bonds recorded in the case management system and deposited into the municipal division's bond account during this period totaled approximately \$22,000.

1.1 Case management system controls

The municipal division does not have adequate controls and procedures to ensure monies collected are properly recorded in the receipt management module of the case management system and transmitted for deposit.

The municipal division's case management system consists of a receipt management module and a court management module. The court management module is utilized to document all case activity from entry of the offense through the final disposition. Payments are recorded through the receipt management module and updated to the court management module daily. However, payments can also be posted directly to the court management module. Payments posted directly to the court management module reduce balances due from defendants but are not shown on the receipt listing report, generated from the receipt management module and used to prepare deposit transmittals. Due to this system weakness and the lack of oversight discussed in section 1.2, there is less assurance all receipts have been processed properly.

To reduce the risk of loss, theft, or misuse of funds, and to ensure case activity is properly recorded in the case management system, controls should be implemented to ensure payments are properly receipted through the receipt management module and reconciled to daily activity recorded in the court management module.

1.2 Oversight

Neither the Municipal Judge nor city personnel perform adequate supervisory or independent reviews of accounting functions and records. Proper segregation of duties within the municipal division is not possible because the Court Clerk is the only municipal division employee.

The Court Clerk is responsible for all duties related to collecting court monies, recording and posting these monies to the case management system and transmitting them to the City Clerk for deposit into the city's operating account or the municipal division's bond account. The City Clerk's review of monies transmitted by the municipal division is limited to ensuring the total amount and composition recorded in the receipt management module agrees to the total amount and composition transmitted to the city for deposit. The City Clerk does not compare any manual receipt slips issued or the total amount recorded in the electronic receipt management module to the total amount recorded in the court management module to ensure all receipts are properly recorded and transmitted for deposit.



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To reduce the risk of loss, theft, or misuse of funds, internal controls should provide reasonable assurance all transactions are accounted for properly and assets are adequately safeguarded. Internal controls could be improved by implementing documented supervisory or independent reviews of accounting records.

1.3 Inactive bank account

The municipal division maintains an inactive bond bank account. The municipal division has not prepared a list of liabilities (open bonds) for comparison to the account balance and has been unable to reconcile bond liabilities to the bank balance. As of June 30, 2015, the bank balance for this account totaled \$5,048, of which \$1,740 represented 52 uncashed bond refund checks. Forty nine of the checks had been outstanding for more than 2 years, including 4 checks dating back to 2000. The proper disposition of the remaining \$3,308 was unknown. The municipal division was unable to determine which cases these monies were associated with and whether the bonds should have been forfeited, applied to fines and costs, or refunded.

In November 2014, the municipal division opened a new bond bank account to assist in the reconciliation of bond liabilities to bank balance for new activity beginning in December 2014.

Maintaining an inactive account increases the risk of misuse of funds. To ensure funds are disposed of properly, the municipal division should dispose of the monies held in the inactive bond bank account in accordance with state law and close the account.

1.4 Liabilities

The Court Clerk does not prepare monthly lists of liabilities for the municipal division bank account, and consequently, liabilities are not compared to the reconciled bank balance.

Normally, all collections deposited during a month are to be disbursed at month end. However, the reconciled bank balance at May 31, 2015, totaled \$3,057. The municipal division had not determined how this balance had accumulated or where it was due. We reviewed monthly reports from the case management system and identified liabilities (collections not distributed) totaling \$3,030 dating back to October 2013, leaving an unidentified balance of \$27.

Monthly lists of liabilities should be prepared and reconciled to cash balances to ensure records are in balance, errors are detected and corrected timely, and sufficient funds are available for payment of all liabilities. Any differences should be promptly investigated and resolved, and any unidentified monies should be disposed of in accordance with state law.

1.5 Accrued costs

The Court Clerk does not periodically review accrued costs owed to the municipal division, including fines and court costs, incarceration costs, and



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court-ordered restitution. The case management system tracks accrued costs and can produce a report of balances due; however, the Court Clerk does not print and review this report to identify cases that need additional collection efforts or are potentially uncollectible. As of June 30, 2015, accrued costs totaled approximately \$221,000 in the case management system.

Proper and timely monitoring of receivables is necessary to help ensure unpaid amounts are collected and proper follow-up action is taken for non-payment. In addition, proper monitoring is necessary to provide information to the Municipal Judge and determine appropriate handling when amounts are deemed uncollectible.

Recommendations

The City of Leadington Municipal Division:

- 1.1 Develop procedures to ensure case activity receipted through the receipt management module is reconciled to daily activity recorded in court management module and amounts transmitted to the city for deposit.
- 1.2 Ensure documented thorough independent or supervisory reviews of municipal division accounting records are periodically performed.
- 1.3 Dispose of monies held in the inactive bond bank account in accordance with state law and close the account.
- 1.4 Prepare monthly lists of liabilities and reconcile the lists to the bank balance, promptly investigate and resolve differences, and establish procedures to review the status of liabilities to determine the appropriate disposition of funds held.
- 1.5 Establish procedures to routinely generate and review the accrued costs list, and ensure proper follow up on amounts due, and provide information to and work with the Municipal Judge regarding amounts deemed uncollectible.

Auditee's Response

- 1.1 *Procedures have already been developed and implemented to ensure daily court and receipt activity reconciles with deposits by having the City Clerk review and approve that the receipt management module is reconciled to the daily activity recorded in the court management module.*
- 1.2 *As noted in MAR 1.1 response, the municipal division and city have already implemented procedures to ensure that an independent supervisory review of municipal division accounting records is performed. In addition, the monthly caseload summary reports are*



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now being reviewed and signed by the Municipal Judge evidencing his approval.

- 1.3 *The inactive bond bank account has been closed and all monies held in the account have been disposed of according to state law.*
- 1.4 *Procedures have been developed and implemented to ensure that monthly listings of liabilities are reconciled to the bank balance, prompt investigation is done to resolve differences, and a final review of the status of liabilities is performed to ensure funds are distributed appropriately. In addition, the \$3,030 in identified liabilities were distributed to appropriate entities and the \$27 unidentified balance was disposed of according to state law.*
- 1.5 *Procedures have been developed and implemented to address this recommendation. The Court Clerk will routinely generate and review an accrued costs list and provide a report of accrued costs to the Municipal Judge for review. The Court Clerk will obtain the Municipal Judge's orders concerning actions to be taken to collect such sums or deem amounts uncollectible.*

2. Municipal Division Procedures

Procedures related to monthly reporting, assessment of court costs and fees, fee adjustments, case dispositions, Prosecuting Attorney approval, and passwords need improvement.

2.1 Monthly reports

The Court Clerk did not submit accurate monthly reports of municipal division activity to the Office of State Courts Administrator (OSCA). As a result, municipal division activities have been incorrectly reported to the state.

The Court Clerk generates the monthly Municipal Division Summary Reporting Form from the computerized case management system, showing caseload information, warrant information, and collection amounts entered into the case management system. Our review of the monthly reports during the fiscal year identified caseload information for 178 cases was not included because the initial offense code information was not programmed correctly in the case management system. While the case management system generates a monthly error log showing all cases not reported in caseload information, the municipal division does not have procedures in place to investigate and resolve the errors noted.

Missouri Supreme Court Operating Rules 4.28 and 4.29 and OSCA instructions require monthly reports of case information be submitted to the OSCA. Reports are to be submitted by the 15th of the month following the reporting month and include all activities that have occurred since the last report. To ensure accurate information is reported to the OSCA, the



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municipal division should establish procedures to generate accurate monthly Municipal Division Summary Reporting Forms. Such procedures should include ensuring monthly reports include all activities of the entire month and any cases noted on error logs are reviewed and corrected.

2.2 Court costs and fees

The municipal division was not assessing court costs in compliance with state law. Prior to May 2015, the municipal division was inappropriately assessing and collecting court costs of \$3 for the Sheriff Retirement Fund (SRF) on seatbelt violations. Additionally, the municipal division did not assess or collect the \$11 clerk fee for child restraint violations.

Section 307.178.5, RSMo, states a fine not to exceed \$10 may be imposed and no court costs shall be imposed on any person for a seat belt law violation. In addition, section 307.179.3, RSMo, states a fine not to exceed \$50 and court costs may be imposed on any driver improperly transporting a child required to be secured in a child passenger restraint system. The municipal division should review all court costs to ensure fees are assessed in accordance with state law and Supreme Court Operating Rules.

2.3 Judicial education fund

The city has not established an ordinance authorizing the collection of the Judicial Education Fund (JEF) fee. The municipal division assesses and collects a \$1 fee for JEF for each municipal ordinance violation to be used for judicial education and training of the Municipal Judge and Court Clerk.

Section 479.260.1, RSMo, provides that municipal divisions may collect the JEF fee if authorized by the city government. To ensure compliance with state law, applicable court fees should be established by city ordinance.

2.4 Adjustments

Adjustments posted in the case management system are not properly documented and the municipal division has not established procedures for review and approval of such transactions by persons independent of the receipting and record-keeping process. Adjustments include the reduction or non-assessment of fines and court costs in which the amounts due are changed or not assessed in the court management system. Most adjustments should be supported by a judicial order amending the defendant's debt owed. Ten of 12 cases reviewed did not have a written judicial order to support the Court Clerk's removal of failure to appear fees.

Adequate documentation and independent review and approval of adjustments are necessary to help ensure transactions are appropriate and reduce the risk of errors, loss, theft, or misuse of funds.

2.5 Case dispositions

The Municipal Judge does not approve the final disposition of cases brought before the court and does not review and approve traffic and ordinance violation tickets paid at the violations bureau.



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The Court Clerk records the case activity and final disposition of each case on the official docket sheets maintained electronically in the case management system, but does not print the final docket for the Municipal Judge's review and approval.

Without better oversight of all tickets processed, the risk of improper handling of tickets and related monies increases. To ensure the proper disposition of all cases has been entered in the municipal division records, the Municipal Judge should sign the final docket to indicate approval of the recorded disposition.

2.6 Prosecutor approval

The Prosecuting Attorney's approval of dismissed tickets is not always clearly documented. The Court Clerk maintains the "Nolle Pros" stamp used by the Prosecuting Attorney to document his dismissal of a ticket. While only the Prosecuting Attorney is authorized to apply the stamp, he does not initial to verify his use of it. As a result, there is less assurance the Prosecuting Attorney authorized all dismissals.

The lack of controls over the stamp and absence of clear documentation of review by the Prosecuting Attorney increases the potential of tickets being handled improperly and the risk of loss, theft, or misuse of monies going undetected. Missouri Supreme Court Rule 37.35 states citations shall be in writing and signed by the prosecutor and filed with the municipal division. To ensure the proper disposition of all cases has been entered in the municipal division records, the Prosecuting Attorney should sign or initial all dismissed tickets indicating his approval.

2.7 Passwords

The municipal division has not established adequate password controls to reduce the risk of unauthorized access to computers and data. The Court Clerk and city personnel authorized to access the case management system are not required to periodically change their passwords.

Passwords are required to authenticate access to computers. The security of a computer password is dependent upon keeping it confidential. However, since passwords are not periodically changed, there is less assurance passwords are effectively limiting access to computers and data files to only those individuals who need access to perform their job responsibilities. Passwords should be unique and confidential and changed periodically to reduce the risk of a compromised password and unauthorized access to and use of computers and data.

Recommendations

The City of Leadington Municipal Division:

- 2.1 Establish procedures to ensure the accuracy of monthly Municipal Division Summary Reporting Forms.



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- 2.2 Review all court costs to ensure fees are assessed in accordance with state law and Supreme Court Operating Rules.
- 2.3 Request the Board of Aldermen establish an ordinance authorizing the collection of the JEF fee.
- 2.4 Ensure adequate documentation is maintained to support all adjustment transactions and ensure an independent review and approval of these transactions is performed and documented.
- 2.5 Ensure the Municipal Judge signs all court dockets.
- 2.6 Ensure the Prosecuting Attorney documents his approval of all dismissed tickets.
- 2.7 Require employees periodically change their passwords to prevent unauthorized access to municipal division computers and data.

Auditee's Response

- 2.1 *The Court Clerk has updated all codes in the case management system to ensure the accuracy of the monthly summary reports. Monthly review of this summary report will include a review of the error log generated by the system to ensure any issues are identified and corrected timely.*
- 2.2 *The current fines charged and court costs assessed have been updated in the case management system. A listing of all charge codes and related fines and court costs programmed into the system have been reviewed and approved by the Municipal Judge to ensure accuracy. Additionally, this listing will be reviewed and approved on a regular basis.*
- 2.3 *The Board of Aldermen approved an ordinance authorizing the collection of the JEF fee in January 2016.*
- 2.4 *Procedures have been developed and implemented to ensure the Municipal Judge reviews all adjustment transactions and confirms his approval of all adjustments in writing. No adjustments will occur without the written approval of the Municipal Judge.*
- 2.5 *The Municipal Judge has already begun reviewing and approving all court dockets.*
- 2.6 *No cases will be dismissed by the Prosecuting Attorney unless the Prosecuting Attorney provides his written approval for the dismissal. The Court Clerk no longer maintains the "Nolle Pros" stamp.*



2.7 *The passwords to access the municipal division's computers and data will be periodically changed.*

3. Ticket Accountability

Neither the city police department nor the municipal division adequately account for the numerical sequence or ultimate disposition of all traffic tickets issued. The police department tracks the ticket book numbers assigned to each officer on individual logs maintained for each officer; however, a comprehensive log is not maintained of all ticket books issued. At our request, the Court Clerk generated a comprehensive sequential list of all tickets filed with the municipal division during the year ended June 30, 2015. Our review identified two missing ticket books. Both books had been issued to officers no longer employed with the police department. Subsequent to our review, the police department located one of these books, however, the second ticket book remains missing.

Section VII.D. of Leadington Municipal Court Operating Order Number 1 requires the Municipal Court Clerk to work jointly with the police department to account for all traffic tickets in numerical sequence and maintain a record of the disposition of all tickets assigned and issued by the police department. Without properly accounting for the numerical sequence and ultimate disposition of tickets issued, the police department and the municipal division cannot be assured all tickets are properly submitted for processing.

Recommendation

The City of Leadington Municipal Division work with the police department to ensure the numerical sequence and ultimate disposition of all tickets issued is accounted for properly.

Auditee's Response

The Court Clerk provides the Police Chief with a monthly ticket report and the Police Chief will review and compare with the ticket book log to ensure the numerical sequence and disposition of all tickets issued is accounted for. In addition, the Police Chief has implemented procedures to account for the numerical sequence of all ticket books issued to police officers.

4. Monitoring of Excess Revenues

The municipal division did not have adequate procedures in place to identify traffic violation revenues collected and transmitted to the city for use in the calculation of excess revenues due the Missouri Department of Revenue (DOR). The city calculated and paid excess revenues totaling \$7,891 to the DOR for the year ended June 30, 2015, and submitted its report to the State Auditor's Office (SAO) on November 12, 2015. While the final amount reported was accurate, traffic violation revenues would have been understated and general operating revenues would have been overstated had we not discussed with city officials procedural issues we identified while onsite at the time they were preparing the calculations.



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Management Advisory Report - State Auditor's Findings

The municipal division calculated the amount of fines and court costs collected for traffic violations using certain reports from the case management system that classify case activity by type of violation. However, based upon our preliminary review before the calculations were finalized, we noted the case management system reports used by the municipal division did not include all case activity due to charge codes not being programmed accurately in the case management system. (see MAR finding number 2.1). Based on our observations, the municipal division revised procedures to determine traffic violation revenue to ensure all case activity was included. Using the revised fiscal year 2015 system reports, the municipal division calculated \$167,679 in applicable revenues from fines and court costs for traffic violations.

In addition, the city's initial calculation of total general operating revenue included \$19,367 in restricted revenues from state motor vehicle taxes and fees and restricted court costs. After our preliminary review before the city submitted its excess revenue report, the city revised the general operating revenue amount reported to exclude these restricted revenues, reducing reported general operating revenue to the correct amount of \$532,626.

Section 302.341.2, RSMo (as it existed from August 28, 2013, to August 27, 2015), required cities to provide an accounting of the percent of annual general operating revenue from fines and court costs for traffic violations in its annual financial report submitted to the SAO (as required by Section 105.145, RSMo), and required cities to remit any such revenues in excess of 30 percent of annual general operating revenue to the DOR.

Effective August 28, 2015, Senate Bill 5 (SB 5) changes the excess revenues reporting requirements. Section 479.350, RSMo, provides new definitions for elements of the excess revenue calculation. Section 479.359, RSMo, requires cities to provide an accounting of the percent of annual general operating revenue from fines, bond forfeitures, and court costs for minor traffic violations with its annual financial report submitted to the SAO and reduces the amounts of these revenues the city may retain in the future. Sections 479.362 and 479.368, RSMo, establish sanctions for failure to file annual excess revenue information with the SAO, including authorizing the DOR to redirect certain revenues due to the city, the requirement to certify all pending matters in the municipal division to the circuit court, and possible dissolution of the city. Emergency Rule 15 CSR 40-3.170(6) provides three alternative calculations for cities reporting the required information for fiscal years ending before August 28, 2015.

Due to the impact of these provisions on operations of the municipal division and the city, it is important the city and its municipal division take immediate action to implement policies and procedures to ensure future compliance with state law.



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Recommendation

The City of Leadington Municipal Division work with the city to ensure the accuracy of annual excess revenue calculations and include appropriate general operating revenues and court revenues in the calculations.

Auditee's Response

The Municipal Division and the city will continue to work together to ensure that court revenues and general operating revenues reported in annual excess revenue calculations are accurate.

Twenty-Fourth Judicial Circuit

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Organization and Statistical Information

The City of Leadington Municipal Division is in the Twenty-Fourth Judicial Circuit, which consists of Madison, St. Francois, Ste. Genevieve, and Washington Counties. The Honorable Sandy Martinez serves as Presiding Judge.

The municipal division is governed by Chapter 479, RSMo, and by Supreme Court Rule No. 37. Supreme Court Rule No. 37.49 provides that each municipal division may establish a violation bureau in which fines and court costs are collected at times other than during court and transmitted to the city treasury. The municipal division does not utilize OSCA's statewide automated case management system known as JIS. Instead, the municipal division utilizes Summit, an automated case management system provided by Data Technologies, Inc., which has been approved for use in municipal divisions by the State Judicial Records Committee.

Personnel

At June 30, 2015, the municipal division employees were as follows:

Title	Name
Municipal Judge	Scott Reid
Court Clerk	Altha Burgess

Financial and Caseload Information

	Year Ended June 30, 2015
Receipts	\$214,736
Number of cases filed	1,079

Court Costs, Surcharges, and Fees

Type	Amount
Court Costs (Clerk Fee)	\$ 11.00
Judicial Education Fund	1.00
Crime Victims' Compensation	7.50
Law Enforcement Training	2.00
Peace Officer Standards and Training	1.00
Domestic Violence Shelter ¹	4.00
Sheriff's Retirement Fund	3.00
Postage Fee	5.00
Failure to Appear (FTA) Fee ²	175.00

¹ Domestic Violence Shelter Fee increased from \$2 to \$4 effective February 12, 2015.

² In November 2014, the Municipal Division stopped assessing FTA fees and began issuing a separate citation for FTA. In May 2015, the Municipal Division stopped issuing a separate citation for FTA and began waiving some previously assessed FTA fees.



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 Organization and Statistical Information

Vehicle Stops Report

Section 590.650, RSMo, requires law enforcement agencies report vehicle stop data to the Attorney General's Office (AGO) by March 1st of each year. The AGO compiles the data in a statewide report that can be viewed on the AGO website at <https://ago.mo.gov/docs/default-source/public-safety/2014agencyreports.pdf?sfvrsn=2>. The following table presents data excerpted from the AGO report for the City of Leadington Police Department. In addition, see information at: <https://ago.mo.gov/home/vehicle-stops-report/2014-executive-summary>, for background information on the AGO's vehicle stops executive summary along with definitions for footnotes of the following table.

Racial Profiling Data/2014 - Leadington Police Department - Population 335¹

Key Indicators	Total	White	Black	Hispanic	Asian	Am. Indian	Other
Stops	1542	1471	50	13	6	0	2
Searches	100	86	13	1	0	0	0
Arrests	95	83	11	1	0	0	0
Statewide Population	N/A	82.76	10.90	2.94	1.71	0.41	1.28
Local Population	N/A	94.03	0.30	1.79	0.60	0.30	2.99
Disparity Index ²	N/A	1.01	10.86	0.47	0.65	0.00	0.04
Search Rate ³	6.49	5.85	26.00	7.69	0.00	#Num!	0.00
Contraband hit rate ⁴	31.00	33.72	15.38	0.00	#Num!	#Num!	#Num!
Arrest rate ⁵	6.16	5.64	22.00	7.69	0.00	#Num!	0.00

¹ Population figures are from the 2010 Census for persons 16 years of age and older who designated a single race. Hispanics may be of any race. "Other" includes persons of mixed race and unknown race.

² Disparity index = (proportion of stops / proportion of population). A value of 1 represents no disparity; values greater than 1 indicate over-representation, values less than 1 indicate under-representation.

³ Search rate = (searches / stops) X 100

⁴ Contraband hit rate = (searches with contraband found / total searches) X 100

⁵ Arrest rate = (arrests / stops) X 100

#Num! indicates zero denominator