

**Diaz, Bethany**

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 3:30 PM  
**To:** Rodriguez, Lisa  
**Subject:** PHX-#1918-v2-FORM\_-\_AGENT\_OVERTIME  
**Attachments:** PHX-#1918-v2-FORM\_-\_AGENT\_OVERTIME.doc

Edits?

Thanks

**Arizona Attorney General's Office  
Criminal Division - Special Investigations Section  
Overtime Request**

1. Team Leader / Supervisor approval is required **BEFORE** working overtime.
2. Attorney General/Division Chief/Section Chief approval is required **BEFORE** working paid overtime. In such a case, this form must be completed **PRIOR** to the overtime work being performed.
3. If compensatory time is requested, this request is to be submitted no later than the first work day after the overtime work was performed and preferable before the work is performed.

**To be completed by Employee**

Name: \_\_\_\_\_ EIN: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
*No outside agency's overtime shall be flexed or compensatory hours accrued.*

Agency:  USDA  AGO  AG SECURITY  
 IRS  TOBACCO  HCFA  
 FBI  DPS - FIRG  
 ALLIANCE  OTHER: \_\_\_\_\_

Actual Number of Overtime Hours Requested:

FUNCTION CODE:

Date: \_\_\_\_\_ Time From: \_\_\_\_\_ Lunch Hour: \_\_\_\_\_ Time To: \_\_\_\_\_ LF Case Number: \_\_\_\_\_

Task Force Case Number: \_\_\_\_\_

Work to be performed: \_\_\_\_\_

Justification: \_\_\_\_\_

Compensatory Time Earned at:  Straight Time (Less than 40 physical hours worked) or  Time and a Half

Compensatory Time Earned at:  Dollars (PC 101) or  Hours (PC 800)

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**To be completed by Team Leader Supervisor**

**NOTE:**

**PLEASE CHECK ALL BOXES THAT APPLY**

- 1. Accrued Compensatory balance must not exceed a maximum of 240 hours at any time during the calendar year and/or a maximum of 240 hours of Annual Leave by the end of the year.
  - 2. For the purpose of calculating overtime, the 40 hour work week begins Saturday at 12:01 am and ends on Friday at 11:59pm.
  - 3. No outside agency's overtime shall be flexed or compensatory hours accrued.
  - 4. AG overtime can be flexed within the same work week. (See #2 for work week).
  - 5. Any paid overtime must be approved by the Attorney General/Division Chief/Section Chief before the work is performed.
  - 6. All AG overtime will be reimbursed in hours unless specifically noted on this request to be dollars. Whenever possible, flex time will be used instead of overtime.
- By authorizing this overtime request, I am also authorizing the AG Payroll to pay overtime in dollars to said employee and to seek reimbursement from the appropriate agency (if applicable).

**Forward this request only if Overtime is approved.**

IF disapprove; return to employee  IF approved; sign and forward to Chief Agent

\_\_\_\_\_  
Team Leader / Supervisor Date

\_\_\_\_\_  
Approved by: Division/Section Chief Date

\_\_\_\_\_  
Other Agency Authorization Date

**Diaz, Bethany**

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 12:43 PM  
**To:** Rodriguez, Lisa  
**Subject:** I have the [REDACTED] scheduled for 2 today so I will put in a slip for this and come back when done.

Just a reminder I have the [REDACTED] tomorrow at 9am I will put a slip for 8-11

Autumn Maya

Law Enforcement Administrator

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 11:40 AM  
**To:** Rodriguez, Lisa  
**Subject:** OT Slips

I placed the slips on Shaylin's desk with a note saying please take to payroll at 7:50 a.m. I had a meeting with Mark right after and that is why I did not take them myself. I was very surprised when she told me you were asking for them as I had assumed she had taken them when she got in. She acknowledged that she saw them and apologized for not taking them.

Autumn Maya  
Law Enforcement Administrator

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Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 11:02 AM  
**To:** Truex, Echo  
**Cc:** Rodriguez, Lisa  
**Subject:** RE: Approved OT for Buddy

This is waiting on Mark's desk as well ☺.

I will be sure he signs them today.

---

**From:** Truex, Echo  
**Sent:** Monday, December 21, 2015 11:00 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** Approved OT for Buddy

Hi Autumn,

Happy Monday!

Attached is a copy of Buddy Loomis' Over Time Request form that is missing approving signatures.

If you have any questions please let me know.

Thank you,

Echo Truex  
Payroll Manager



---

Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-8037 | Fax: 602-542-5940  
[Echo.Truex@azag.gov](mailto:Echo.Truex@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 10:54 AM  
**To:** Fong, May; Rodriguez, Lisa  
**Cc:** Buhrow, Lauren  
**Subject:** RE: RE: This is the information I have for access

Great, thanks

---

**From:** Fong, May  
**Sent:** Monday, December 21, 2015 9:39 AM  
**To:** Rodriguez, Lisa; Maya, Autumn  
**Cc:** Buhrow, Lauren  
**Subject:** RE: RE: This is the information I have for access

Happy Monday, everyone!

Catherine Field is all set. She needs to reboot for the rights to take effect. Even then, she may not be able to get into the folder right away because it may take a while for the cache to refresh (it has been known to take two or more hours). If that is the case, please try again periodically. Please let me know if she is still unable to access the folder by noon. Thanks, and have a great day!

May

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**From:** Fong, May  
**Sent:** Friday, December 18, 2015 1:48 PM  
**To:** Rodriguez, Lisa; Maya, Autumn  
**Cc:** Buhrow, Lauren  
**Subject:** RE: This is the information I have for access

Just as an FYI, the highlighted portion is the additional piece that we need if you want to grant someone access to another user's G: drive. Keep in mind, we need the rest of the path as well.

K:\CRM\SIS\USERS\Lbuhrow\Casework Pictures\AIMS test case [REDACTED] Wade Carpenter Middle School\Intern Share Folder, WADE

Hope that helps. Thanks, and again, have a great afternoon!

May

-----Original Message-----

**From:** Rodriguez, Lisa  
**Sent:** Friday, December 18, 2015 1:32 PM  
**To:** Maya, Autumn; Fong, May  
**Cc:** Buhrow, Lauren  
**Subject:** RE: This is the information I have for access

I don't see May's question, but I verified that same path below is on K drive. I also confirmed with Gilbert that the g drive is personal to the person and it is not given access to others. That the g drive is a shadow of the k drive. Is that not the right understanding?

Lisa Rodriguez  
Legal Administrator  
Criminal Division  
(602) 542-8488  
lisa.rodriquez@azag.gov

---

From: Maya, Autumn  
Sent: Friday, December 18, 2015 1:13 PM  
To: Fong, May  
Cc: Rodriguez, Lisa; Buhrow, Lauren  
Subject: This is the information I have for access

We want Catherine (Intern) to have access to Lauren's G:\ DRIVE. Lauren is out of country until next Wednesday I will clarify with her as to correct path.

Thank you

From: Buhrow, Lauren  
Sent: Wednesday, December 09, 2015 10:00 AM  
To: Maya, Autumn  
Cc: Field, Catherine  
Subject: Intern access

Hi Autumn,

I just spoke with the help desk about this and they told me to go to you to get an NSR done (I think that's what they called it, I am not sure).

I want to give my intern Cassie (formally known as Catherine Field in our system) access to the following folder on my drive:

G:\Casework Pictures\AIMS test cases\1 [REDACTED] Wade Carpenter Middle School\Intern Share Folder, WADE

Please let me know if you need any other information to help with this request. Thank you!

Sincerely,  
Lauren

Lauren Buhrow  
Special Agent  
[NEW AG LOGO]

Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542-8054 | Cell: 602-568-7572 | Fax: 602.542.4882  
Lauren.Buhrow@azag.gov<mailto:Lauren.Buhrow@azag.gov>  
<http://www.azag.gov><<http://www.azag.gov/>>

## Diaz, Bethany

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**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 7:43 AM  
**To:** Loftus, Charles; Edwards, Michael  
**Cc:** Perkovich, Mark; Woods, Dan  
**Subject:** RE: Is Peggy moving to FRS next Monday?

I don't see why that would be a problem...unless Mike has her working on something and needs her up here for some reason?

---

**From:** Loftus, Charles  
**Sent:** Friday, December 18, 2015 2:31 PM  
**To:** Maya, Autumn; Edwards, Michael  
**Cc:** Perkovich, Mark; Woods, Dan  
**Subject:** RE: Is Peggy moving to FRS next Monday?

Thanks Autumn,

Haven't we allowed other transfers to start in their new unit while the move paperwork was in process? I would appreciate it if we could have her start Monday, otherwise the next start of pay period will be two weeks.

Thanks,

Charlie

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**From:** Maya, Autumn  
**Sent:** Friday, December 18, 2015 2:14 PM  
**To:** Loftus, Charles; Edwards, Michael  
**Cc:** Perkovich, Mark  
**Subject:** RE: Is Peggy moving to FRS next Monday?

The paperwork has been submitted to Conrad for approval. Just waiting for HR to sign off ☺

---

**From:** Loftus, Charles  
**Sent:** Friday, December 18, 2015 2:13 PM  
**To:** Edwards, Michael; Maya, Autumn  
**Cc:** Perkovich, Mark  
**Subject:** Is Peggy moving to FRS next Monday?

It has been a couple weeks and this Monday is the first of the pay period.

Charles Loftus Ph.D.

Assistant Chief Special Agent



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Office of the Attorney General – Special Investigations Section  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7946 | Cell: 602.763.0768 | Fax: 602.542.4882  
[Charles.Loftus@azag.gov](mailto:Charles.Loftus@azag.gov)  
<http://www.azag.gov>



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*Malum est impugnetur*

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Monday, December 21, 2015 7:36 AM  
**To:** Rodriguez, Lisa  
**Subject:** I'm here

Autumn Maya  
Law Enforcement Administrator

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Friday, December 18, 2015 12:16 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: 2:00pm Meeting

Ok thanks hope all goes well.

---

**From:** Rodriguez, Lisa  
**Sent:** Friday, December 18, 2015 12:15 PM  
**To:** Maya, Autumn  
**Subject:** 2:00pm Meeting

Autumn – I will text you if I am running late from returning from St. Joe's for a [REDACTED] I do not anticipate being late, but I wanted to give you a heads-up. Thanks. Lisa

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriquez@azag.gov](mailto:lisa.rodriquez@azag.gov)

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Friday, December 18, 2015 10:40 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: ETEs

Good good. I am waiting to check out at dr. Be in soon

Sent via the Samsung Galaxy S® 5 ACTIVE™, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/18/2015 10:21 AM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Subject:** ETEs

The only ones missing on SIS' list is Virginia, Shaylin and Liz! That is great!

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriquez@azag.gov](mailto:lisa.rodriquez@azag.gov)

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 5:01 PM  
**To:** Accounting  
**Cc:** Rodriguez, Lisa  
**Subject:** Sorry about that. I will send through to Lisa  
**Attachments:** ok to pay Aug. adoa.pdf

Thanks

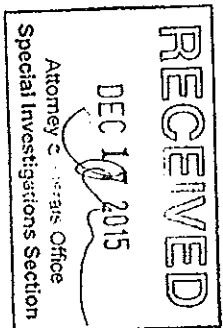
Function	Driver	Tier/Reservation	License Number	Rental Date	Days Used	Miles Used	Gallons Fuel Used	Miles Charge	Rental Charges	Cost Fuel Used	Misc Credit Card	Total Charges
FFAB30050	NUSBALM	E2	G6316X	August	31	445	9.450	22.25	102.92	24.71	0.00	148.88
FFAB30050	PETERSON	E1	G6826P	August	31	3015	137.910	150.75	432.45	312.59	0.00	955.79
FFAB30050	PETERSON	E2	G397FL	August	31	0	13.665	0.00	82.46	0.00	0.00	117.55
FFAB30050	GOHMS Admin Van	E2	G104CV	August	31	0	12.950	0.00	123.38	33.10	0.00	156.48
ISAE6047	ARVIZU	E2	G105CV	August	31	0	0.000	0.00	123.38	0.00	0.00	123.38
FFAB30050	LOFTUS	E2	G141DA	August	31	0	77.224	0.00	130.51	198.71	0.00	329.22
ISAE6047	NEBRICH	E1	G142GP	August	31	1215	58.928	60.75	375.41	175.16	0.00	609.32
FFAB30050	FUENTES	E2	G184FL	August	31	239	23.896	11.95	123.38	59.84	0.00	195.17
FFAB30050	FUENTES	E2	G45FC	August	31	0	22.770	0.00	82.45	53.29	0.00	135.75
FFAB30050	SCHWEGLAUFU TEMP	E2	G359EP	August	31	612	35.704	30.80	130.51	91.70	0.00	252.81
FFAB30050	SCHWEGLAUFU TEMP	E2	G453DF	August	31	0	43.150	0.00	130.51	57.98	0.00	228.49
FFAB30050	TUCSON LOANER	E2	G451DF	August	31	0	46.000	0.00	110.05	112.35	0.00	222.90
FFAB30050	Unknown	E2	G498EP	August	31	33	0.000	1.85	82.46	0.00	0.00	94.11
FFAB30050	Unknown	E1	G603GY	August	31	0	80.978	0.00	432.45	221.94	0.00	654.39
FFAB30050	MARK ROBERTS	L1	G619GY	August	31	0	81.580	0.00	411.06	192.80	0.00	603.86
FFAB30050	MARK ROBERTS	L1	G624GY	August	31	2351	93.052	118.05	411.06	240.25	0.00	769.36
FFAB30050	MARK ROBERTS	L1	G624GY	August	31	1743	78.482	87.15	411.06	198.23	0.00	696.44
FFAB30050	MARK ROBERTS	L1	G626GY	August	31	353	12.886	19.85	411.06	33.05	0.00	463.76
FFAB30050	MARK ROBERTS	L1	G626GY	August	31	1503	47.850	75.15	411.06	126.55	0.00	545.90
FFAB30050	MARK ROBERTS	L1	G629GY	August	31	1317	27.220	65.85	411.06	88.99	0.00	632.20
FFAB30050	MARK ROBERTS	L1	G630GY	August	31	548	20.100	37.40	411.06	51.62	0.00	490.08
FFAB30050	MARK ROBERTS	L1	G630GY	August	31	1318	62.888	65.90	411.06	156.24	0.00	633.20
FFAB30050	LOFTUS	E2	G105CV	August	31	0	0.000	0.00	110.05	110.05	0.00	110.05
FFAB30050	EDWARDS	E2	G129CK	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
FFAB30050	MARK ROBERTS	L1	G810GY	August	31	1622	41.572	91.10	411.06	106.76	0.00	598.92
FFAB30050	ARVIZU	E2	G814FS	August	31	0	0.000	0.00	82.46	0.00	0.00	82.46
FFAB30050	ROBERTS	E2	G832FB	August	31	0	35.282	0.00	82.46	99.87	0.00	162.33
FFAB30050	Unknown	E1	G851FS	August	31	887	34.234	44.35	411.06	88.30	0.00	543.71
FFAB30050	HUARTA	E1	G856FS	August	31	0	51.650	0.00	411.06	173.68	0.00	586.64
FFAB30050	VALENCIAKRESSLER	E2	GAC3481	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
FFAB30050	Unknown	E1	GA10309	August	31	0	19.316	0.00	408.89	49.60	0.00	458.49
FFAB30050	GIBSEN	E2	GA10337	August	31	1881	73.610	94.05	82.46	177.56	0.00	354.07

\$12,148.37

*Callahan*  
*ARAB30050*

*CPAE 6057*

*Palkovich*



*OK to pay*

## **Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 4:39 PM  
**To:** Rodríguez, Lisa; Evans, Travis  
**Subject:** RE: ADOA Extended Vehicles - August

This is the one I sent back yesterday but labeled it September.

---

**From:** Rodríguez, Lisa  
**Sent:** Thursday, December 17, 2015 4:35 PM  
**To:** Evans, Travis  
**Cc:** Maya, Autumn; Rodríguez, Lisa  
**Subject:** RE: ADOA Extended Vehicles - August

Autumn – I believe he is looking for this one, sent to you on 12/14. If this is not the one you are looking for Travis, would you mind resending it and Autumn will process it immediately. Sorry for all the hassle Travis. Lisa

---

**From:** Evans, Travis  
**Sent:** Thursday, December 17, 2015 2:54 PM  
**To:** Rodríguez, Lisa  
**Cc:** Maya, Autumn  
**Subject:** RE: ADOA Extended Vehicles - August

Hi Lisa,

The attached document was a scan for September. Do you possibly have one of August? Otherwise I will look for it in tomorrow's mail hopefully.

Thanks!

---

**From:** Rodríguez, Lisa  
**Sent:** Thursday, December 17, 2015 1:38 PM  
**To:** Evans, Travis; Accounting  
**Cc:** Maya, Autumn; Rodríguez, Lisa  
**Subject:** RE: ADOA Extended Vehicles - August

I just got this today. For quick response to you Travis, I am scanning it. I will send the original to follow. Sorry for the delay. Lisa

---

**From:** Accounting  
**Sent:** Thursday, December 17, 2015 11:09 AM  
**To:** Maya, Autumn  
**Cc:** Rodríguez, Lisa  
**Subject:** FW: ADOA Extended Vehicles - August  
**Importance:** High

Good morning,

I was wondering if you have had time to review this? Since I need to pay any FY15 expenses for FFAB30050 by this Friday, I would greatly appreciate it if you could verify the billing is correct by tomorrow morning.

Thanks!

Accounting - TE

---



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-4349 | Fax: 602-542-5940  
[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>

**From:** Evans, Travis  
**Sent:** Monday, December 14, 2015 9:57 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** ADOA Extended Vehicles - August

Good morning,

Attached is the AUGUST ADOA EXTENDED BILLING. These vehicles are used throughout the entire year by your section. Would you please review the invoice and if all looks valid, please approve the invoice for payment.

Please write on the invoice, "okay to pay" and email it back to me.

If I could have this information back by Thursday, it would be greatly appreciated.

Thank you,

Accounting - TE

---



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-4349 | Fax: 602-542-5940  
[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>



## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 3:37 PM  
**To:** Accounting  
**Cc:** Rodriguez, Lisa  
**Subject:** Is this the one you are looking for?  
**Attachments:** 2015\_11\_24\_13\_42\_54.pdf

---

**From:** Maya, Autumn  
**Sent:** Tuesday, November 24, 2015 1:43 PM  
**To:** Accounting  
**Subject:**

FYI: The Driver's name and function code are already provided on this list along with the plate number.

DOA Extended  
 AD076G160100  
 7/31/2015

Function	Driver	Tier/Reservatio n	License Number	Rental Date	Days Used	Miles Used	Gallons Fuel Used	Miles Charge	Rental Charges	Cost Fuel Used	Misc Credit Card	Total Charges
GFAE60023	ARVZU	E2	G498EP	July	31	0	4,534	0.00	82.46	11.50	0.00	93.96
ISAE60447	NEBRICH	E1	G142GP	July	31	725	51,090	36.25	375.41	136.43	0.00	550.09
ISAE60447	ARVIZU	E2	G105CV	July	31	76	20,042	3.80	123.38	53.65	0.00	180.83

-----  
 \$824.88

**RECEIVED**  
 NOV 22 2015  
 Attorney General  
 Special Investigations Section

*[Handwritten signature]*  
*[Handwritten initials]*

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 2:12 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Lavel Wilkerson Packet

Oh geez... I will be right over

---

**From:** Rodriguez, Lisa  
**Sent:** Thursday, December 17, 2015 2:09 PM  
**To:** Maya, Autumn  
**Subject:** Lavel Wilkerson Packet

Autumn -- You need to fix the Hiring List ... you have everyone else you filled out that you called/interviewed, but not your actual candidate. You need to complete that. Also, I see no Network Security Request. I will hold the packet here for you to update. Lisa

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriquez@azag.gov](mailto:lisa.rodriquez@azag.gov)

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 2:03 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Lamerson/Williams 509 - Lamerson's was missed by Perkovich. I'll send it back and then return it to me please.

Ok, thanks

---

**From:** Rodriguez, Lisa  
**Sent:** Thursday, December 17, 2015 2:02 PM  
**To:** Maya, Autumn  
**Subject:** Lamerson/Williams 509 - Lamerson's was missed by Perkovich. I'll send it back and then return it to me please.

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriquez@azag.gov](mailto:lisa.rodriquez@azag.gov)

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 1:51 PM  
**To:** Rodriguez, Lisa; Evans, Travis; Accounting  
**Subject:** RE: ADOA Extended Vehicles - August

I sent it to the accounting email yesterday ☺

---

**From:** Rodriguez, Lisa  
**Sent:** Thursday, December 17, 2015 1:38 PM  
**To:** Evans, Travis; Accounting  
**Cc:** Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: ADOA Extended Vehicles - August

I just got this today. For quick response to you Travis, I am scanning it. I will send the original to follow. Sorry for the delay. Lisa

---

**From:** Accounting  
**Sent:** Thursday, December 17, 2015 11:09 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** FW: ADOA Extended Vehicles - August  
**Importance:** High

Good morning,

I was wondering if you have had time to review this? Since I need to pay any FY15 expenses for FFAB30050 by this Friday, I would greatly appreciate it if you could verify the billing is correct by tomorrow morning.

Thanks!

Accounting - TE

---



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<http://www.azag.gov>

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**From:** Evans, Travis  
**Sent:** Monday, December 14, 2015 9:57 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** ADOA Extended Vehicles - August

Good morning,

Attached is the AUGUST ADOA EXTENDED BILLING. These vehicles are used throughout the entire year by your section. Would you please review the invoice and if all looks valid, please approve the invoice for payment.

Please write on the invoice, "okay to pay" and email it back to me.

If I could have this information back by Thursday, it would be greatly appreciated.

Thank you,

Accounting - TE

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1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-4349 | Fax: 602-542-5940  
[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 10:54 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: 509s - Cardenas/Piano

OK I need to get him sign them

Sent via the Samsung Galaxy S® 5 ACTIVE™, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/17/2015 10:48 AM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Cc:** "Perkovich, Mark" <[Mark.Perkovich@azag.gov](mailto:Mark.Perkovich@azag.gov)>, "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Subject:** RE: 509s - Cardenas/Piano

The purpose, and the state policy, is to have the 509s approved and sent to FSS prior to travel. I need them asap. Thanks. Lisa

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 10:46 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: 509s - Cardenas/Piano

They are on Mark's desk I will get them from him.

Sent via the Samsung Galaxy S® 5 ACTIVE™, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/17/2015 10:40 AM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Cc:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Subject:** 509s - Cardenas/Piano

Autumn – I understand that Sandra and Vince are in Mexico City again, starting yesterday. Sandra said she emailed you 509s last week. I have checked everything in my stack and Don's stack to be signed and do not see the 509s. We need to resolve this issue asap. Thanks. Lisa

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office

Criminal Division  
(602) 542-8488  
[lisa.rodriguez@azag.gov](mailto:lisa.rodriguez@azag.gov)



**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 9:41 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Lavel Wilkerson Hiring Packet - Needs Perkovich's signature/initials too.

Oh OK I didn't see that. I will work on it today

Sent via the Samsung Galaxy S® 5 ACTIVE™, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/17/2015 9:02 AM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Subject:** RE: Lavel Wilkerson Hiring Packet - Needs Perkovich's signature/initials too.

I put it on your desk because I had a note for you to add more information about his experience and why he is the best for the job. You failed to do that and just left my note to you in the memo.

**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 8:54 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Lavel Wilkerson Hiring Packet - Needs Perkovich's signature/initials too.

Oh OK I will grab it back thanks.

Sent via the Samsung Galaxy S® 5 ACTIVE™, an AT&T 4G LTE smartphone

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/17/2015 8:51 AM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Subject:** Lavel Wilkerson Hiring Packet - Needs Perkovich's signature/initials too.

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriquez@azag.gov](mailto:lisa.rodriquez@azag.gov)

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 16, 2015 2:41 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: May I come in late this Friday?

Great thanks and yeah sounds good. Thanks for the help.

---

**From:** Rodriguez, Lisa  
**Sent:** Wednesday, December 16, 2015 2:40 PM  
**To:** Maya, Autumn  
**Subject:** RE: May I come in late this Friday?

Okay.

Please set a meeting with me Friday afternoon to review your timesheets. One hour, 2:00pm – 3:00p, should be enough time. I expect you to ensure them thoroughly and fix any problems. If you have questions while you are doing so, either call me or make a note to ask during our meeting. Thanks.

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 16, 2015 10:56 AM  
**To:** Rodriguez, Lisa  
**Subject:** May I come in late this Friday?

I have an [REDACTED] appointment scheduled for 9 am.

Autumn Maya  
Law Enforcement Administrator

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 1:27 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

That's a good idea let's try it and if time permits we can use it. If not then just give back. We've been entering it when we get back but it's time consuming because you have to do each item individually. But if we pre-enter the information then we can tag multiple items for each suspect at once.

Thanks

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/15/2015 1:22 PM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Subject:** RE: Surface Pro Whereabouts

Do you have time to do that at the SW? If so, I will get you one and you can experiment. If it does not work out, you can return it. If it does work out, I will scrap two more together for Shaylin and Virginia. Let me know.

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 1:10 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Correct do not need them. I thought access would be great to complete all the suspect information and address info. obtained from LF but that was only reason.

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 12/15/2015 1:04 PM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Cc:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Subject:** FW: Surface Pro Whereabouts

So we are clear ... you don't need a few key fobs correct? Why would you need access to LF at a SW?

---

**From:** Woods, Dan  
**Sent:** Tuesday, December 15, 2015 11:48 AM  
**To:** Rodriguez, Lisa; Maya, Autumn; Perkovich, Mark  
**Subject:** RE: Surface Pro Whereabouts

That is correct. We do not need fobs right now. We will need them later when the case management system is deployed, but that is a long way off. Autumn meant to write that she needed a couple fobs to access LF, not evidence. With regard to the cases, we are going to order 10 of each rather than further delay progress. Thanks, Lisa. -Dan

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 11:18 AM  
**To:** Maya, Autumn; Perkovich, Mark  
**Cc:** Woods, Dan; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Just checking on the cases today. Per Dan, SIS does not need any keyfobs at this time. Per mine and your conversation last week, you don't need a keyfob to access the beast. Have you changed your mind?

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 11:12 AM  
**To:** Rodriguez, Lisa; Perkovich, Mark  
**Cc:** Woods, Dan  
**Subject:** RE: Surface Pro Whereabouts

As for the keyfobs I thought we had decided that we just needed a couple for evidence for when we are at SWs

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 10:22 AM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Have SIS' 20 cases been ordered? Just so we are all clear, Don does not want to release the Surface Pros without a case. Please let me know. Thanks. Lisa

---

**From:** Rodriguez, Lisa  
**Sent:** Friday, December 04, 2015 12:13 PM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Not yet. I did not order the cases as Dan wanted Katie to do so. I do have the draft Assignment Protocol approved by Conrad/ISS, but I was going to also talk to Dan about it for input. Don wants everyone who gets or currently has a Surface Pro to sign such an agreement. In addition, Autumn was to get back to me with who had/needed a keyfob. Those have not been ordered. Don wants me to be the "Hub" to distribute the Surface Pros. I'm working with Ken on the process. If you have any other questions, please let me know.

---

**From:** Perkovich, Mark  
**Sent:** Friday, December 04, 2015 11:16 AM  
**To:** Rodriguez, Lisa  
**Subject:** Surface Pro Whereabouts

Lisa, did we take delivery of the Surface Pro's earmarked for the SIS agents? If so, do you know where they are at?

Thanks-  
Mark

Mark Perkovich

Chief Agent



---

Office of the Attorney General  
Special Investigations Section  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7944 | Cell: 480.216.0187 | Fax: 602.542.4882  
[Mark.Perkovich@azag.gov](mailto:Mark.Perkovich@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 11:09 AM  
**To:** Rodriguez, Lisa; Perkovich, Mark  
**Cc:** Woods, Dan  
**Subject:** RE: Surface Pro Whereabouts

No the 20 cases have not been ordered. We ordered two different cases as examples but have not received them yet.

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 10:22 AM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Have SIS' 20 cases been ordered? Just so we are all clear, Don does not want to release the Surface Pros without a case. Please let me know. Thanks. Lisa

---

**From:** Rodriguez, Lisa  
**Sent:** Friday, December 04, 2015 12:13 PM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Not yet. I did not order the cases as Dan wanted Katie to do so. I do have the draft Assignment Protocol approved by Conrad/ISS, but I was going to also talk to Dan about it for input. Don wants everyone who gets or currently has a Surface Pro to sign such an agreement. In addition, Autumn was to get back to me with who had/needed a keyfob. Those have not been ordered. Don wants me to be the "Hub" to distribute the Surface Pros. I'm working with Ken on the process. If you have any other questions, please let me know.

---

**From:** Perkovich, Mark  
**Sent:** Friday, December 04, 2015 11:16 AM  
**To:** Rodriguez, Lisa  
**Subject:** Surface Pro Whereabouts

Lisa, did we take delivery of the Surface Pro's earmarked for the SIS agents? If so, do you know where they are at?

Thanks-  
Mark

Mark Perkovich  
Chief Agent



---

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[Mark.Perkovich@azag.gov](mailto:Mark.Perkovich@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 10:49 AM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan  
**Subject:** RE: Surface Pro Whereabouts

Did we decide we weren't going to need the keyfobs...? I think I should have a couple for evidence we can access additional case/party information on scene during search warrants. Thoughts?

As far as the covers for the Surface Pros the two examples we received were shipped back and we reordered them. The order is only for the two different examples that Agents could put in a request based on preference of a folio leather case or urban armour.

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 10:22 AM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Have SIS' 20 cases been ordered? Just so we are all clear, Don does not want to release the Surface Pros without a case. Please let me know. Thanks. Lisa

---

**From:** Rodriguez, Lisa  
**Sent:** Friday, December 04, 2015 12:13 PM  
**To:** Perkovich, Mark  
**Cc:** Woods, Dan; Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Surface Pro Whereabouts

Not yet. I did not order the cases as Dan wanted Katie to do so. I do have the draft Assignment Protocol approved by Conrad/ISS, but I was going to also talk to Dan about it for input. Don wants everyone who gets or currently has a Surface Pro to sign such an agreement. In addition, Autumn was to get back to me with who had/needed a keyfob. Those have not been ordered. Don wants me to be the "Hub" to distribute the Surface Pros. I'm working with Ken on the process. If you have any other questions, please let me know.

---

**From:** Perkovich, Mark  
**Sent:** Friday, December 04, 2015 11:16 AM  
**To:** Rodriguez, Lisa  
**Subject:** Surface Pro Whereabouts

Lisa, did we take delivery of the Surface Pro's earmarked for the SIS agents? If so, do you know where they are at?

Thanks-  
Mark

Mark Perkovich  
Chief Agent



---

Office of the Attorney General  
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[Mark.Perkovich@azag.gov](mailto:Mark.Perkovich@azag.gov)  
<http://www.azag.gov>



## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 9:54 AM  
**To:** Applebee, Mary; Rodriguez, Lisa; Verver, Phillip  
**Subject:** RE: Alliance Time and OT

Thank you

---

**From:** Applebee, Mary  
**Sent:** Tuesday, December 15, 2015 9:50 AM  
**To:** Rodriguez, Lisa; Verver, Phillip  
**Cc:** Maya, Autumn  
**Subject:** RE: Alliance Time and OT

Yes. That is correct.

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 9:48 AM  
**To:** Applebee, Mary; Verver, Phillip  
**Cc:** Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Alliance Time and OT

Just so we are all clear ... from our previous budget meeting discussion, I did advise Peterson (& Olney) to charge RICO for OT. Please let me know if that is incorrect. Thanks. Lisa

---

**From:** Applebee, Mary  
**Sent:** Monday, December 07, 2015 3:38 PM  
**To:** Verver, Phillip; Sterrett, Ron  
**Cc:** Rodriguez, Lisa; Conrad, Donald; Perkovich, Mark  
**Subject:** RE: Alliance Time and OT

Thank You Phil

FYI.... AGO RICO does not pay for any Alliance related costs. All costs are either Alliance Grant or Alliance FIRG(ARPB30093).

Thank You,

Mary Applebee  
Financial & Grants Manager  
Office of the Attorney General  
1275 W Washington  
Phoenix, Az 85007  
602-542-8502

---

**From:** Verver, Phillip  
**Sent:** Monday, December 07, 2015 3:35 PM  
**To:** Sterrett, Ron

**Cc:** Rodriguez, Lisa; Conrad, Donald; Perkovich, Mark  
**Subject:** Alliance Time and OT

Hi Ron,

I reviewed the attached reprogram that was affective in July 2015 and per the agreement (last page) all Alliance funded FTEs that have OT and is not related to a Specific FIRG Directive should be charged to the FIRG Alliance Operating account (ARPB30093) not AGO RICO(ARAB30060). The FTEs that this would apply to are the following:

John Olney  
Brady Wilkins  
Keith Thomas  
Gina Schelbrack  
Ron Sterrett  
Ron Perreira  
Jawan Little  
Norm Peterson  
Lori Palmer  
Kenneth Hughes  
Caitlin Stumpf  
Kalon Metz  
Bruce Myers  
Blaine Gadow  
Alzira Lopes  
Tim Taylor

All FTEs listed above do not need to enter a function code when completing ETE (payroll), please leave it blank and let the default funding in HRIS charge the time where it is funded/budgeted. The only time a function coded is needed to be entered is if OT is to be charged to an alternate funding source. Everyone listed is 100% funded by the Alliance Grant, no one is split funded.

If you have any questions about what accounts to charge time to, please do hesitate to contact myself or payroll. Thank you for your assistance.

Phillip Verver  
Budget Analyst  
Operations Division – Budget & Finance Section  
Office of the Arizona Attorney General Mark Brnovich  
1275 W. Washington Ave.  
Phoenix, AZ 85007  
Ph. 602-542-8381  
[Phillip.verver@azag.gov](mailto:Phillip.verver@azag.gov)

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 9:14 AM  
**To:** DL-SIS-ALL  
**Subject:** ARS 2016 Book Order

**Importance:** High

Does anyone want a book or does everyone use the online resource. ONLY REpond IF YOU WANT A BOOK.

Thanks

---

**From:** Canez, Stacey  
**Sent:** Tuesday, December 15, 2015 8:53 AM  
**To:** Maya, Autumn  
**Subject:** FW: 2016 Book Order  
**Importance:** High

Hi Autumn:

I am entering the book order in ProcureAZ and will be submitting it for approval today. Can you please let me know asap how many Arizona Criminal & Motor Vehicle Law 2016 books you would like ordered?

Thanks,  
Stacey

---

**From:** Canez, Stacey  
**Sent:** Friday, December 04, 2015 9:25 AM  
**To:** Maya, Autumn  
**Subject:** 2016 Book Order

Hi Autumn:

Lisa and I will be placing an order for the 2016 legal books. Please let me know how many copies you would like ordered of the Arizona Criminal & Motor Vehicle Law 2016 publication.

Thanks,  
Stacey

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 9:08 AM  
**To:** Woods, Dan  
**Subject:** FW: 2016 Book Order

**Importance:** High

How many should I order?

---

**From:** Canez, Stacey  
**Sent:** Tuesday, December 15, 2015 8:53 AM  
**To:** Maya, Autumn  
**Subject:** FW: 2016 Book Order  
**Importance:** High

Hi Autumn:

I am entering the book order in ProcureAZ and will be submitting it for approval today. Can you please let me know asap how many Arizona Criminal & Motor Vehicle Law 2016 books you would like ordered?

Thanks,  
Stacey

---

**From:** Canez, Stacey  
**Sent:** Friday, December 04, 2015 9:25 AM  
**To:** Maya, Autumn  
**Subject:** 2016 Book Order

Hi Autumn:

Lisa and I will be placing an order for the 2016 legal books. Please let me know how many copies you would like ordered of the Arizona Criminal & Motor Vehicle Law 2016 publication.

Thanks,  
Stacey

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, December 15, 2015 8:06 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: ADOA Extended September - CRM

Will do

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 15, 2015 8:05 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** FW: ADOA Extended September - CRM

Shouldn't this be updated to show the right names? Gibson hasn't been here for years. Please edit this before returning to me for final approval. Thanks! Lisa

---

**From:** Accounting  
**Sent:** Monday, December 14, 2015 2:20 PM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** ADOA Extended September - CRM

Good afternoon,

Attached is the SEPTEMBER ADOA EXTENDED BILLING. These vehicles are used throughout the entire year by your section. Would you please review the invoice and if all looks valid, please approve the invoice for payment.

Please write on the invoice, "okay to pay" and email it back to me.

If I could have this information back by Thursday, it would be greatly appreciated.

Thank you,

Accounting - TE



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Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-4349 | Fax: 602-542-5940  
[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Friday, December 11, 2015 1:11 PM  
**To:** Woods, Dan  
**Subject:** Truck won't be done today :( they close at 4pm.

Autumn Maya  
Law Enforcement Administrator

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Friday, December 11, 2015 8:04 AM  
**To:** Woods, Dan  
**Subject:** RE: Parking Services & Revenue E-News December 2015

Yes. I will contact Cheyenne and see what the issue is.

---

**From:** Woods, Dan  
**Sent:** Thursday, December 10, 2015 4:14 PM  
**To:** Maya, Autumn  
**Subject:** FW: Parking Services & Revenue E-News December 2015

Shouldn't you be receiving these now?

---

**From:** Cheyenne Crossett [<mailto:cheyenne.crossett@phoenix.gov>]  
**Sent:** Thursday, December 10, 2015 4:00 PM  
**Subject:** Parking Services & Revenue E-News December 2015

Hello, all.

Please find enclosed the **Parking Services & Revenue E-Newsletter, December 2015**. If you have received this message in error, please let us know.

Thanks,

*Cheyenne M. Crossett*

---

Administrative Assistant – ACE Parking  
Sky Harbor International Airport  
Parking Services & Revenue  
2114 E. Sky Harbor Circle S. #200  
Phoenix, AZ 85034

O 602-683-3615 F 602-273-3493  
M-F 8AM – 5PM TH Closed 2PM – 3PM  
Last Bus. Day of the Month 8AM – 12PM

*"You're only given one little spark of madness. You mustn't lose it."*  
Robin Williams • 1951 – 2014

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Friday, December 11, 2015 8:03 AM  
**To:** Woods, Dan  
**Subject:** RE:

See you later

---

**From:** Woods, Dan  
**Sent:** Thursday, December 10, 2015 4:15 PM  
**To:** Perkovich, Mark; Loftus, Charles; Maya, Autumn  
**Subject:**

I have an appointment in the morning so I won't be in until about 0930. Thanks! -Dan



## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Thursday, December 10, 2015 11:50 AM  
**To:** Cardenas, Sandra; Hill, Virginia; Green-Wolfe, Katie; Shabi, Shaylin  
**Cc:** Rodriguez, Lisa  
**Subject:** SIS - PROCEDURE - CASE OPENING SHEETS  
**Attachments:** PHX-#4801112-v1-SIS\_-\_PROCEDURE\_-\_CASE\_OPENING\_SHEETS.PDF; PHX-#73873-v2-FORM\_-\_SIS\_CASE\_OPENING\_SHEET.DOC

**Importance:** High

The SIS case opening process has now been defined. See the attached which explains how to properly open a case as well as the newest COS.

Please be sure that when you receive a COS that the agents use the correct form and that the process outlined above is followed.

Chief Perkovich will be sending out an email with this same information to all of SIS either today or tomorrow so that the entire Section is on notice.

Thank you

For Office Use Only

Check One

- Conflict Check
- Name Cards
- File Set-Up
- File Related People
- File Manager
- Case Phase
- Physical File Location

**STATE OF ARIZONA  
OFFICE OF THE ATTORNEY GENERAL  
SPECIAL INVESTIGATIONS**

- PHX-# \_\_\_\_\_
- Open Case
  - Open & Close  
(Info Only Report)  
NO Case Closing Required

**CASE OPENING FORM**

LF No.: \_\_\_\_\_ Open Date: \_\_\_\_\_

Case Name: \_\_\_\_\_  Suspect  
 Complainant  
(Case names should be suspects only, not victims.)

Other Suspects/Suspect Business/Victims to be indexed (Please Indicate Role in Case (S), (V), (W))

Role	L Name	F Name	M Name	DOB	SSN

Law Enforcement Assist? <input type="checkbox"/> NO <input type="checkbox"/> YES	Type of Report:	Senior 60+ <input type="checkbox"/>
If Yes, Agency:		Vulnerable <input type="checkbox"/>
<small>(Only one type can be checked in LF.)</small>		

Assigned Agent(s)	Supervisor	Assigned Attorney

**No investigation is to proceed until this form is approved by the Criminal Division Chief.**

<b>Chief Special Agent</b>	Approval	Date	<b>Chief Counsel</b>	Approval	Date
Mark Perkovich			Donald Conrad		

Is the subject of the investigation a client agency, an elected official, governmental entity and/or a matter of political sensitivity?	YES <input type="checkbox"/>
	NO <input type="checkbox"/>

**Synopsis of Allegation/Complaint** (include approx. dates of offense, estimated loss, estimated number of victims):

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 09, 2015 4:42 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Peggy move

No problem

---

**From:** Rodriguez, Lisa  
**Sent:** Wednesday, December 09, 2015 4:16 PM  
**To:** Maya, Autumn  
**Subject:** RE: Peggy move

Let's talk tomorrow when we meet re: ETEs. I'm running around here on a rush.

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 09, 2015 4:02 PM  
**To:** Rodriguez, Lisa  
**Subject:** Peggy move

To move Peggy down to FRU from MFU II do I just update Parker's PDQ (SAG224) with Peggy's information (SAG984)?

thanks

Autumn Maya  
Law Enforcement Administrator

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 09, 2015 2:52 PM  
**To:** DL-SIS-ALL  
**Subject:** CRIMINAL DIVISION HOLIDAY PARTY ON 12/16/15

Hello everyone;

If you have not already done so please let me know if you are planning to attend and what dish you will be bringing to share. Please get me this information today by 4pm.

Thanks

**Autumn Maya**  
**Law Enforcement Administrator**

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 02, 2015 1:05 PM  
**To:** DL-SIS-ALL  
**Subject:** TIME CARDS

Good afternoon;

I will be out of the office tomorrow and Friday. If you have not already provided me your OT or leave slips please get them in today by 2:30PM. In the event you are unable to do so, please send them to Lisa Rodriguez as she will be handling things while I'm out.

Thank you

**Autumn Maya**  
**Law Enforcement Administrator**

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7903 | Cell: 602.284.9297 | Fax: 602.542.4882  
[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)  
<http://www.azag.gov>

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 02, 2015 1:00 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: TIME OFF REQUEST

Okey doke can you reject my timecard and I will fix it.

I will get the you the slips for the other days as well.

As for the PPE issues it definitely needs to be resolved and appreciate you helping me the next few pay periods to ensure the issues are resolved.

---

**From:** Rodriguez, Lisa  
**Sent:** Wednesday, December 02, 2015 11:24 AM  
**To:** Maya, Autumn  
**Subject:** RE: TIME OFF REQUEST  
**Importance:** High

Absolutely. Please get make sure you have them get me the OT/Leave slips timely. May be a good idea to let Katie/Shaylin know to give any to me as well.

Also, your leave slip states sick leave, you need to mark family sick leave. The leave comes out of your sick leave up to 40 hours per year and then you use vacation for anything above that when caring for a family member. You will need to mark the 311 code. I checked your ETE and you have already coded 24 hours for FST. If you have questions, please let me know.

I will want to still meet up for the next couple PPEs so that we can rectify our issues within CRM. Systematically we have up to four people looking at these OT slips ( the SA, SAS, Chief Agent and you), but Echo continuously finds issues each time. Let's fix that.

Also, get me the slips for 12/30 and 12/31, if you are planning on taking those days off.

Hope all goes well with your mom.

---

**From:** Maya, Autumn  
**Sent:** Wednesday, December 02, 2015 9:37 AM  
**To:** Rodriguez, Lisa  
**Subject:** RE: TIME OFF REQUEST

I placed these in your box and yes I will need your assistance on payroll this week. My appointment was yesterday for my son 12/1 not today 12/2 (sorry).

My mom's [REDACTED] is tomorrow and she will require care on Friday as well.

Can you please help

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, December 01, 2015 4:28 PM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa; Perkovich, Mark

**Subject:** FW: TIME OFF REQUEST

**Importance:** High

Autumn – Per our conversation earlier today, I need the slips. Was your appointment this afternoon as I thought when you reminded me, you said this afternoon, but this email says 12/2? Also, do you know if you need Thursday and Friday off yet? Please let me know as it's payroll week. I want to review all SIS' OT slips after you review them and before they go to Payroll this time and possibly the next couple PPEs. We need to get a handle on all the errors/problems so that Echo does not catch them on her end and have to inform her supervisor of such. If you are going to be out both 12/3 and 12/4, I am happy to help you with payroll. If that is the case, please instruct all SIS Supervisors to get their OT slips to me on Thursday and Friday. I will ensure Mark signs them as well. If you are here Friday, I will schedule a meeting at 2:00pm so that we can go over them. Please encourage your Section to get you the slips sooner, rather than later so that you have the information to properly audit. Let me know. Thanks. Lisa

---

**From:** Rodriguez, Lisa

**Sent:** Tuesday, November 24, 2015 9:23 AM

**To:** Maya, Autumn

**Subject:** FW: TIME OFF REQUEST

Yes. Please get me slip. Thanks. Lisa

---

**From:** SISAdminMailbox

**Sent:** Monday, November 23, 2015 11:44 AM

**To:** Rodriguez, Lisa

**Subject:** TIME OFF REQUEST

Good morning;

May I leave early on 12/2 at 1:00 PM for eye glass appointment for Lonzo

May I take off 12/3 and maybe 12/4 my mom has [REDACTED] on 12/3 and may need me to care for her on 12/4.

Also I would like to take off 12/30 & 12/31.

Thank you

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 3:11 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: GAO509 Required - Madsen

I highly doubt they would have sent it down... but there is always that 1%. ☺

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, November 30, 2015 3:09 PM  
**To:** Maya, Autumn  
**Subject:** RE: GAO509 Required - Madsen

They shouldn't unknowingly send it down. I don't think it is your admin staff Autumn. I think it is the agent or the supervisor. I feel confident that Katie or Shaylin would not send this down without proper signatures? Don't you?

---

**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 3:07 PM  
**To:** Rodriguez, Lisa  
**Cc:** Eckert, Robert  
**Subject:** RE: GAO509 Required - Madsen

I do not know how it got past me. I have to assume I was out and one of the other staff unknowingly sent it downstairs. I will make sure they do not send any other claims down.

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, November 30, 2015 3:02 PM  
**To:** Maya, Autumn  
**Cc:** Eckert, Robert; Rodriguez, Lisa  
**Subject:** RE: GAO509 Required - Madsen  
**Importance:** High

How can it not come through you? Who authorizes them to travel? Did you not even see the Travel Claim? It was not approved by Perkovich nor Conrad/me?  
Rob – No matter who is paying for a trip, our employees must have a 509 prepared. Please ensure that that document is prepared prior to travel and that it goes through Autumn. In addition, who sent this to FSS without Division or Section Approval? Lisa

---

**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 2:58 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: GAO509 Required - Madsen

This did not come through me. I will get it taken care of.

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, November 30, 2015 2:42 PM  
**To:** Maya, Autumn  
**Subject:** FW: GAO509 Required - Madsen



What happened with this one? Please get this submitted asap.

**From:** Accounting  
**Sent:** Monday, November 30, 2015 2:13 PM  
**To:** Rodriguez, Lisa  
**Cc:** Maya, Autumn; Madsen, Annalisa  
**Subject:** GAO509 Required - Madsen

Hello,

The attached travel claim was received for Annalisa Madsen's out-of-state trip to Sacramento, CA, however there was no GAO509 received for this trip. The GAO509 packet must be received and approved prior to all out-of-state travel, and this travel claim cannot be processed and reimbursed without an approved GAO509 (this is true regardless of who is paying the travel expenses).

Please submit to Accounting the GAO509 and supporting documentation for this trip as soon as possible in order for this travel claim to be processed.

Thank you,

Accounting - LQ

---



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-4349 | Fax: 602-542-5940  
[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>

**Diaz, Bethany**

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**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 3:01 PM  
**To:** DL-SIS-ALL  
**Subject:** FOP Party Invite  
**Attachments:** FOP Party Invite.pdf

Thanks!

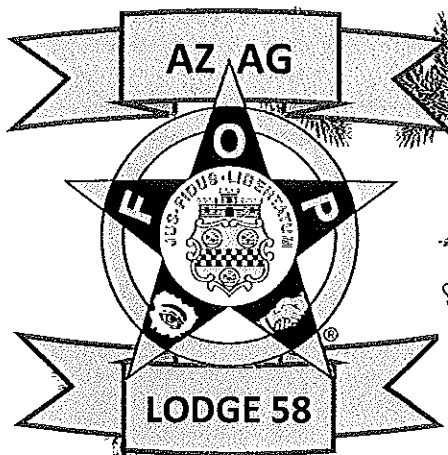
**Frank Griffitts**

Special Agent

---



Office of the Attorney General – SIS  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602.542.7920 | Cell: 602.920.9886 | Fax: 602.542.4882  
[Frank.Griffitts@azag.gov](mailto:Frank.Griffitts@azag.gov)  
<http://www.azag.gov>



You are hereby  
cordially  
invited to the  
FOP Lodge 58  
Christmas Party  
Dinner



Who: All AZ Attorney General Personnel  
and Guests

Where: Alice Cooper's Cooperstown  
101 E. Jackson St, Phoenix, AZ 85004

When: Friday 4 December 2015  
5pm to 10pm

Menu: Classic BBQ Entree  
Vegetarian Entree Available Upon Request  
Please RSVP [chuck.boyd@azag.gov](mailto:chuck.boyd@azag.gov)  
By COB Monday 30 November 2015

Cost: \$25.00 per person

## Diaz, Bethany

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**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 3:00 PM  
**To:** Woods, Dan  
**Subject:** RE: Interpreting a Recording

Yes we did we set aside a certain amount of monies for Peggy's case and even put caps on the amount they can charge.

---

**From:** Woods, Dan  
**Sent:** Monday, November 30, 2015 2:13 PM  
**To:** Maya, Autumn  
**Subject:** FW: Interpreting a Recording

Did you do the LTE? I thought you did.

---

**From:** Woods, Dan  
**Sent:** Monday, November 30, 2015 2:06 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Interpreting a Recording

What you're saying make sense, but Jerry asked Autumn to do an LTE and I am under the impression that she did. We have charged several tasks against it already. Of course, I am still probably missing something!

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, November 30, 2015 2:04 PM  
**To:** Woods, Dan  
**Subject:** RE: Interpreting a Recording

Dan – They are on contract, not an LTE. An LTE means we have set aside our money to pay for services once the work is complete. Once a quote is received, CPA would do need to do a PSR to create an LTE to pay for the services that they are seeking. Make sense? Lisa

---

**From:** Woods, Dan  
**Sent:** Monday, November 30, 2015 2:01 PM  
**To:** Harriss, Mary; Meislik, Alyse; Rodriguez, Lisa; Martinez, Gilda; Moan, Christina  
**Subject:** RE: Interpreting a Recording

We have a long term encumbrance (LTE) with a company called Linguistica International, Inc. The company has court certified translators who can transcribe the audio from Spanish into English. If you provide me with the length of the audio file (in minutes) I should be able to get a quote for what it will cost and how long it will take. -Dan

---

**From:** Harriss, Mary  
**Sent:** Monday, November 30, 2015 1:25 PM  
**To:** Meislik, Alyse; Rodriguez, Lisa; Martinez, Gilda; Woods, Dan; Moan, Christina  
**Subject:** FW: Interpreting a Recording

Hi All – Please see the email below. Alyse is trying to get an official transcript. I am hoping that with your institutional knowledge you may be able to provide some direction. Thanks -

Mary

(602) 542-8461

---

**From:** Meislik, Alyse  
**Sent:** Monday, November 30, 2015 1:22 PM  
**To:** Harriss, Mary  
**Subject:** Interpreting a Recording

Hi Mary,

Thank you for your help! I recently filed a petition to find a business in contempt of a (civil) consumer fraud consent judgment. I am trying to find out how I can get an official translation of a recording of a telephone call that takes place in Spanish between a consumer and the business. If you or anyone in your section has any ideas, please let me know. Thanks!

Alyse Meislik  
Assistant Attorney General  
Consumer Protection & Advocacy Section  
Tel: (602) 542-7727  
Fax: (602) 542-4377  
[alyse.meislik@azag.gov](mailto:alyse.meislik@azag.gov)

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## Diaz, Bethany

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**From:** Maya, Autumn  
**Sent:** Monday, November 30, 2015 11:15 AM  
**To:** Arvizu, Francisco; Dison, Wes; Eckert, Robert; Edwards, Michael; Loftus, Charles; Maya, Autumn; McClain, Mark; Perkovich, Mark; Piano, Vince; Sterrett, Ron; Woods, Dan  
**Subject:** FW: Vehicle Availability

Does anyone have a car available for 12/14 & return on 12/16?

---

**From:** Moreno, Jonathan  
**Sent:** Monday, November 30, 2015 9:32 AM  
**To:** Maya, Autumn  
**Subject:** Vehicle Availability

Good Morning Maya!

Hope you had a great Thanksgiving ☺, and I hope everything else is going great this season as well. I'm going down to Tucson for training on December 14<sup>th</sup> and 15<sup>th</sup>, I was wondering if you had any vehicles available? I'd like to pick it up on the morning of the 14<sup>th</sup>, and leave from here, the first days training begins at 10am. I'd return it on the morning of the 16<sup>th</sup>. Thank you for your help!

Jonathan G. Moreno  
State Victims' Rights Administrator - Lead Trainer  
Criminal Division/Office of Victim Services



Office of the Arizona Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Desk: (602) 542-8456  
[Jonathan.Moreno@azag.gov](mailto:Jonathan.Moreno@azag.gov)

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Wednesday, November 25, 2015 2:51 PM  
**To:** Rodriguez, Lisa  
**Cc:** Truex, Echo  
**Subject:** RE: Missing Overtime Request for Michelle Shaw

Yes I got it signed and dropped it off a little bit ago.

---

**From:** Rodriguez, Lisa  
**Sent:** Wednesday, November 25, 2015 2:27 PM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa; Truex, Echo  
**Subject:** FW: Missing Overtime Request for Michelle Shaw  
**Importance:** High

Did you take care of this? No, she cannot put it to the next PPE. I understand Echo got a scanned OT slip from Paul; however, no Perkovich signature. Please make sure he signs and get it to Echo asap.

---

**From:** Shaw, Michele  
**Sent:** Wednesday, November 25, 2015 7:18 AM  
**To:** Rodriguez, Lisa; Maya, Autumn  
**Cc:** Cuellar, Paul  
**Subject:** RE: Missing Overtime Request for Michelle Shaw

I am sorry for any inconvenience but I turned the slip in on the 11<sup>th</sup>. I had an family emergency yesterday and was off the grid for a good part of the afternoon. Is it possible to just add it next PPE?

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, November 24, 2015 11:41 AM  
**To:** Shaw, Michele  
**Cc:** Maya, Autumn; Rodriguez, Lisa  
**Subject:** FW: Missing Overtime Request for Michelle Shaw  
**Importance:** High

Michelle – I need this today. We have to have your OT slips to Payroll before the end of the PPE. Please scan it to me asap.

---

**From:** Payroll  
**Sent:** Tuesday, November 24, 2015 10:20 AM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** Missing Overtime Request for Michelle Shaw

Hi Autumn,

I am missing the Overtime Request for Michelle Shaw for the extra hours she worked as noted below:

November 10<sup>th</sup> – 1 extra hour

I will need the approved Overtime Request by 12 Noon today.

If you have any questions please let me know.

Thank you,

Payroll - ET

---



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Phone: 602-542-8037 | Fax: 602-542-5940  
[Payroll@azag.gov](mailto:Payroll@azag.gov)  
<http://www.azag.gov>



**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Tuesday, November 24, 2015 4:35 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Tuesday 12/1

yeah don't need to go down there but let me see if I need anything taken over I know Charlie's going down there tomorrowso I'll check and see if you missed anything and let you know thank you for asking yeah next week so horrible week for me

----- Original message -----

**From:** "Rodriguez, Lisa" <[Lisa.Rodriguez@azag.gov](mailto:Lisa.Rodriguez@azag.gov)>  
**Date:** 11/24/2015 4:13 PM (GMT-07:00)  
**To:** "Maya, Autumn" <[Autumn.Maya@azag.gov](mailto:Autumn.Maya@azag.gov)>  
**Cc:** "Garcia, Bobbie" <[Bobbie.Garcia@azag.gov](mailto:Bobbie.Garcia@azag.gov)>  
**Subject:** Tuesday 12/1

Autumn – Bobbie and I are going to Tucson on 12/1. Do you need us to take anything? Do you need me to meet with Virginia? You are welcome to come with us, but I know that will be a crazy week for you per your email yesterday. Let me know. Lisa

Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
[lisa.rodriguez@azag.gov](mailto:lisa.rodriguez@azag.gov)

## Diaz, Bethany

---

**From:** Maya, Autumn  
**Sent:** Tuesday, November 24, 2015 2:09 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Discuss Admin I Candidates

They want to hold off another week. Also, Lavel never sent me the documents I asked him to fill out and send back to me went he left the interview...maybe he changed his mind on being interested???

---

**From:** Rodriguez, Lisa  
**Sent:** Tuesday, November 24, 2015 1:50 PM  
**To:** Maya, Autumn; Woods, Dan; Perkovich, Mark  
**Subject:** RE: Discuss Admin I Candidates

Sorry I missed this meeting. I decided to take the whole day off yesterday instead of a half day. I provided Autumn my input. Please let me know what the status is now.

-----Original Appointment-----

**From:** Maya, Autumn  
**Sent:** Tuesday, November 17, 2015 10:59 AM  
**To:** Maya, Autumn; Rodriguez, Lisa; Woods, Dan; Perkovich, Mark  
**Subject:** Discuss Admin I Candidates  
**When:** Monday, November 23, 2015 10:30 AM-11:00 AM (UTC-07:00) Arizona.  
**Where:** Conf-Rm-Law-2nd-CRM (Fishbowl)

**Diaz, Bethany**

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**From:** Maya, Autumn  
**Sent:** Monday, November 23, 2015 11:58 AM  
**To:** DL-SIS-ALL  
**Subject:** Mesa Class  
**Attachments:** pic26777.jpg; Illicit Tobacco Training Flyer.pdf



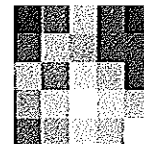
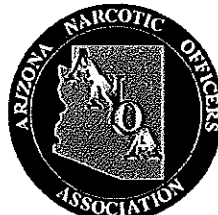
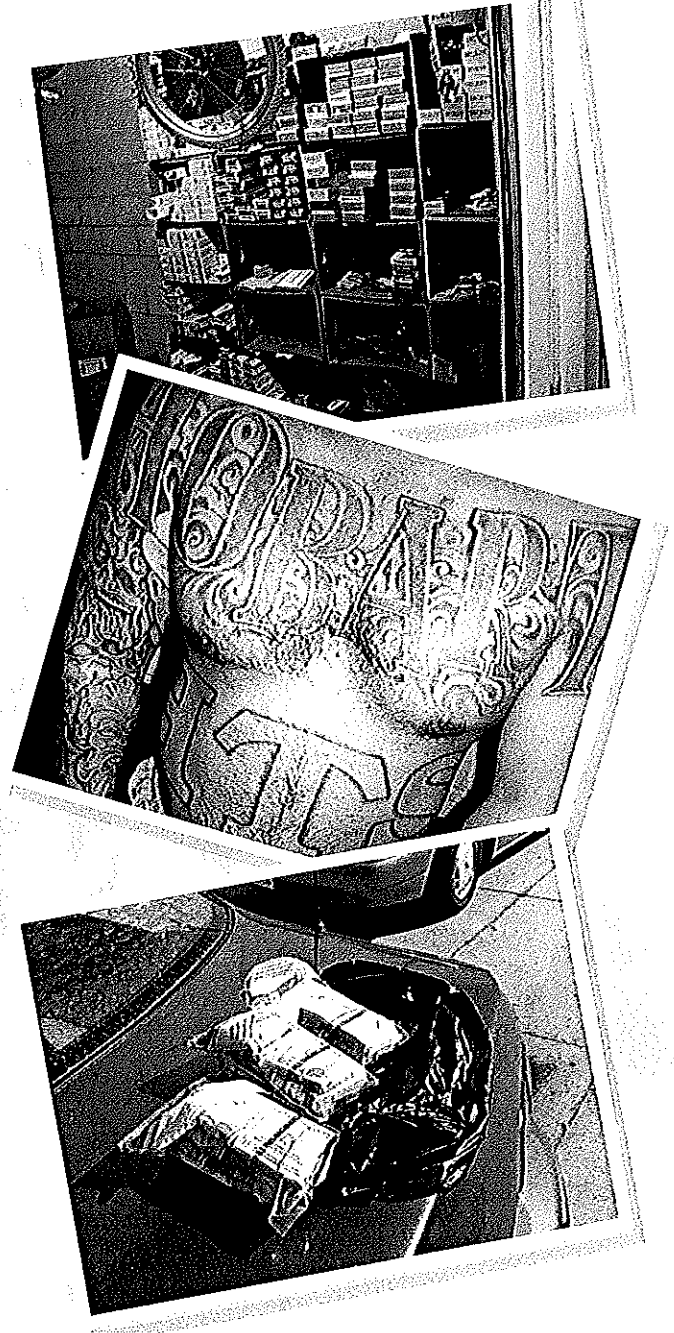
# ILLICIT TOBACCO

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### TRAINING CLASS

Investigative Consultants (IC) welcomes all active law enforcement and federal agents to this free-of-charge event. This training will focus on the Illicit Tobacco trade, including trademark counterfeiting, low tax-high tax scams, and other important issues that relate to the Illicit Tobacco trade. You will not want to miss this Illicit Tobacco training class that is being hosted by The Arizona Narcotics Officers Association, Phoenix PD, Homeland Security Investigations, Investigative Consultants, and Altria. This event will provide the attendees with the knowledge and understanding of the various laws that govern the tobacco trade and how criminal organizations are using these crimes to raise large amounts of money for their organizations. The following topics will be covered during the training class:

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- ▶ THE TIES TO GANGS AND TERRORISM
- ▶ THE SHADOW ECONOMY
- ▶ THE LAWS
- ▶ HOW TO CONDUCT THE INVESTIGATION
- ▶ AVAILABLE RESOURCES
- ▶ CASE STUDY EXAMPLES
- ▶ HIDDEN COMPARTMENTS
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This interactive and informative class will be jammed packed with information. It will be taught by leading law enforcement officials and private industry experts who will share their knowledge and expertise with attendees. You will learn about the true economic impact these crimes have on our local communities and how these crimes contribute to the underground economy. You can also learn more about the illicit tobacco issues by visiting the website [www.contrabandtobacco.com](http://www.contrabandtobacco.com). We look forward to a great training day. Thank you.

**Space is limited for this event, so register today! Don't miss out on this great opportunity!**

**Date: Thursday, February 4, 2016**

**Location: 3260 N. 40th Street • Mesa, Arizona 85215**

**Registration: Begins at 8:30 AM. Class will start promptly at 9:00 AM.**

Please contact our training coordinator at [trainings@investigativeconsultants.com](mailto:trainings@investigativeconsultants.com)

Coffee and breakfast snacks will be served. Lunch will also be provided. This event is open to active law enforcement officials only. Identification will be required to enter the event. If you have any questions about the event, please email [kris@investigativeconsultants.com](mailto:kris@investigativeconsultants.com).

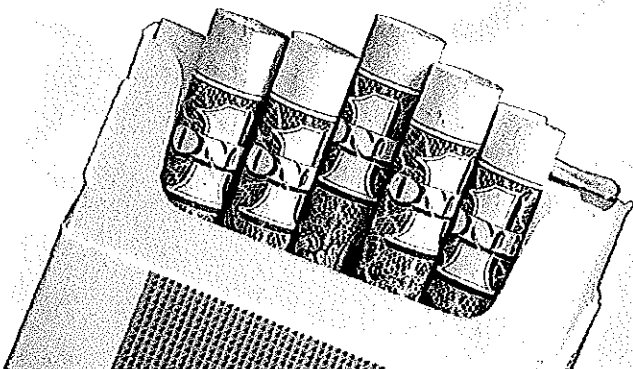
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**Ofc. Dwayne Young # 9226  
Advanced Training Officer  
Mesa Police Department  
480-644-3143**

**Diaz, Bethany**

---

**From:** Maya, Autumn  
**Sent:** Monday, November 23, 2015 10:12 AM  
**To:** DL-SIS-ALL  
**Subject:** Updated SIS ROSTER  
**Attachments:** SIS-Employee\_Roster-11-23-15.pdf