

**From:** [Rodriguez, Lisa](#)  
**To:** [Perkovich, Mark](#); [Maya, Autumn](#)  
**Subject:** SIS Lagging Case Report  
**Date:** Monday, November 09, 2015 3:10:21 PM  
**Attachments:** [Untitled.PDF - Adobe Acrobat Pro.pdf](#)

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Don wanted me to send you your portion of the Lagging Case Report. FYI. Lisa

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Subject:** TASA Cases discussed at OA Meeting  
**Date:** Wednesday, October 28, 2015 11:17:59 AM  
**Attachments:** [Untitled.PDF - Adobe Acrobat Pro.pdf](#)

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I'm providing this report of Michael Powell's to you as many of the cases are assigned to Lopez. Please go through them and ensure that LF is updated per our conversation at the OA meeting about Senior 60+ or Vulnerable. I'll be running the report on Friday. Thanks. Lisa

**From:** [Rodriguez, Lisa](#)  
**To:** [Perkovich, Mark](#)  
**Subject:** 10/30 - I need a leave slip for your day off please. See attached.  
**Date:** Wednesday, November 04, 2015 3:49:26 PM  
**Attachments:** [PHX-2305740.DOC.DRF](#)

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Perkovich, Mark](#)  
**Subject:** 11/27 - I see no leave slip. Could you please provide one. Thanks. Lisa  
**Date:** Thursday, December 03, 2015 4:30:19 PM

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

**From:** Rodriguez, Lisa  
**To:** Kepler, Carol; Piano, Vince; Rodriguez, Lisa; Amarillas, Elizabeth; Arciniega, Monica; Bojorquez, Daniela; Bradford, Allison; Clark, Douglas; Claxton, Naomi; Emerson, Jordan; Jimenez, Martita; Kames, Marie; Klingerman, Nicholas; Kreamer-Hope, Jared; Morrow, Nanette; Moser, Josh; Ortiz, Kim; Rankin, Thomas; St. John, Lindsay; Yourguez, Imelda; Baldner, Victoria; Dailey, Mike; Formanek, Anne; Garcia, Bobbie; Hauger, Royce; Hofland, Katherine; Hughes, Kenneth; Layton, Richard; Lopes, Alzira; Lujan, Susana; Nelson, Katrin; Palomo, Louisa; Porth, Sandy; Rothblum, Eric; Sargeant IV, William; Womack, Stephen; Bickes, Brian; Bobertz, Briana; Rocks, Amy; Chapman, Colette; Fimbres, Alberto; Flores, Kirstin; Harper, Allison; Jackson, Kennesha; Magana, Maria; Moreno, Jonathan; Rucker, Alexandra; Tanner, Heather; Villagran, Marisol; Ahler, Paul; Aleman, Paula; Barrick, Liz; Blake, Scott; Boyd, Brian; Campagnolo, Ted; Conrad, Donald; Conti, Matthew; Crowley, Jason; Delaney, Jesse; Duplissis, Steve; Gadow, Blaine; Giltner, Cynthia; Harames, Brett; Harriss, Mary; Hogan, Michelle; Kvesic, Andy; Lawson, Todd; Macias, Carolyn; McGary, Mary; Metz, Kalon; Pacheco, Andrew; Powell, Michael; Quigley, Maura; Rudnick, Beverly; Saccone, Nicholas; Ullah, Faisal; Waters, Joseph; Acosta, Danya; Ali, Dilsher; Arvizu, Francisco; Boyd, Chuck; Buhrow, Lauren; Cardenas, Sandra; Carroll, Michael; Connell, Jim; Conroy, Dorothy; Cuellar, Paul; Cunningham, Scott; Davies, Georgia; Davis, Ronald; Dison, Wes; Duncan, Lola; Eckert, Robert; Edwards, Michael; Fritz, Denise; Fuentes, Ismael; Green-Wolfe, Katie; Griffiths, Frank; Hill, Virginia; Huante, Luis; Jackson, Ronald; Lamerson, James; Little, Jawan; Loftus, Charles; Loomis, Buddy; Lopez, Elizabeth; MacDonald, Madison; Madsen, Annalisa; Maya, Autumn; McClain, Mark; Myers, Bruce; Nebrich, Dennis; Nushbaum, Roger; Olney, Jon; Opp, Melissa; Ortiz, Daniel; O'Shea, Peggy; Parenteau, Todd; Perkovich, Mark; Perreira, Ron; Peterson, Norman; Pimienta, Jose; Roberts, Mark; Russell, Bradley; Schelbrack, Gina; Schwegel, James; Segoviano, Carolina; Shabl, Shaylin; Shaw, Michele; Spencer, Kevin; Sterrett, Ron; Stumpf, Caitlin; Taylor, Timothy; Thomas, Keith; Walsh, John; Warnock, Don; Watola, Donald; Wilkins, Brady; Williams, Travis; Woods, Dan  
**Cc:** Rodriguez, Lisa  
**Subject:** 2015 Criminal Division Holiday Project  
**Date:** Monday, November 30, 2015 5:32:26 PM  
**Attachments:** 201511301720.pdf

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As many of you know, for several years, we have participated in various projects during the holiday season to assist our community. This year, we are hoping to assemble care bags with necessities to give out to the homeless men and women at Central Arizona Shelter Services and around our office. Please see the attached flyer and either bring your donation to the CRM Holiday Party on December 16<sup>th</sup> or Rosie will have a box by the Criminal Division Reception area. Look under your sinks and clear out your unused hotel toiletries! In addition, cash donations can be given to Rosie to purchase items needed. We will be assembling the bags during the week of December 21<sup>st</sup>. Hope we can make this project a success to assist those in need during this holiday season!

Thanks!

Your CRM Division Holiday Party Planners

The Season of  
**Giving**  
is here!

**HOMELESS CARE BAGS**

**Sponsored by the Criminal Division**

*The gift of giving to those in need!*

**Please help by donating the following travel-sized items:**

**Band aids**

**Bottled Water**

**Brushes/combs**

**Chap-Stick**

**Deodorant**

**Hand lotion**

**Hand sanitizer**

**Hygiene items**

**Granola Bars**

**Mouthwash**

**Packets of tissues**

**Small non-perishable snacks**

**Shampoo and conditioner**

**Soap**

**Sunscreen**

**Toothbrush/Toothpaste**

**\*\* Cash donations can be given to Rosie Abril\*\***

**All donated items will be collected on December 16<sup>th</sup> during our Holiday Potluck.**

**Coordination and distribution of packages will be the week of December 21<sup>st</sup>.**

**From:** Rodriguez, Lisa  
**To:** Amarillas, Elizabeth; Arciniega, Monica; Bojorquez, Daniela; Bradford, Allison; Clark, Douglas; Claxton, Naomi; Emerson, Jordan; Jimenez, Maritza; Karmes, Marie; Klingerman, Nicholas; Kreamer-Hope, Jared; Morrow, Nanette; Moser, Josh; Ortiz, Kim; Rankin, Thomas; Rodriguez, Lisa; St. John, Lindsay; Yourgulez, Imelda; Baldner, Victoria; Dalley, Mike; Formanek, Anne; Garcia, Bobbie; Hauger, Royce; Hofland, Katherine; Hughes, Kenneth; Layton, Richard; Lopes, Alzira; Lujan, Susana; Nelson, Katrin; Palomo, Louisa; Porth, Sandy; Rothblum, Eric; Sargeant IV, William; Wornack, Stephen; Bickes, Brian; Bobertz, Briana; Bocks, Amy; Chapman, Colette; Fimbres, Alberto; Flores, Kirstin; Harper, Alison; Jackson, Kennesha; Magana, Maria; Moreno, Jonathan; Rucker, Alexandra; Tanner, Heather; Villagran, Marisol; Acosta, Danya; Ali, Dilsher; Arvizu, Francisco; Boyd, Chuck; Buhrow, Lauren; Cardenas, Sandra; Carroll, Michael; Connell, Jim; Conroy, Dorothy; Cuellar, Paul; Cunningham, Scott; Davies, Georgia; Davis, Ronald; Dison, Wes; Duncan, Lola; Eckert, Robert; Edwards, Michael; Fritz, Denise; Fuentes, Ismael; Green-Wolfe, Katie; Griffiths, Frank; Hill, Virginia; Huante, Luis; Jackson, Ronald; Lamerson, James; Little, Jawan; Loftus, Charles; Loomis, Buddy; Lopez, Elizabeth; MacDonald, Madison; Madsen, Annalisa; Maya, Autumn; McClain, Mark; Myers, Bruce; Nebrich, Dennis; Nusbaum, Roger; Olney, Jon; Opp, Melissa; Ortiz, Daniel; O'Shea, Peggvy; Parenteau, Todd; Perkovich, Mark; Perreira, Ron; Peterson, Norman; Piano, Vince; Pimienta, Jose; Roberts, Mark; Russell, Bradley; Schelbrack, Gina; Schwegel, James; Segoviano, Carolina; Shabl, Shaylin; Shaw, Michele; Spencer, Kevin; Sterrett, Ron; Stumpf, Caitlin; Taylor, Timothy; Thomas, Keith; Walsh, John; Warnock, Don; Watola, Donald; Wilkins, Brady; Williams, Travis; Woods, Dan; Abril, Rosie; Acuna, Arthur; Ahler, Paul; Alleman, Paula; Barnell, Connie; Barrick, Liz; Blake, Scott; Borba, Julie; Boyd, Brian; Bushor, Aaron; Canez, Stacey; Carranza, Enerelda; Clark, Linda; Conrad, Donald; Conti, Matthew; Corbin, Monica; Cox, Peni; Crowley, Jason; Duplissis, Steve; Gadow, Blaine; Giltner, Cynthia; Harames, Brett; Harriss, Mary; Hogan, Michelle; Hunt, Sheree; Jaquez, Elvira; Josyula, Paru; Juarez, Maride; Kvesic, Andy; Lawson, Todd; Martinez, Gilda; McGary, Mary; Metz, Kalon; Moan, Christina; Palmer, Lori; Pfohl, Linda; Powell, Michael; Quigley, Maura; Ramirez, Maria; Rivas, Dominique; Robinson, Lisa; Rudnick, Beverly; Saccone, Nicholas; Sands, Dan; Saris, GinaMarie; Sherman, Tanika; Smith, Annette; Ullah, Faisal; Voris, Shannon; Waters, Joseph; Williams, Renee  
**Subject:** 2016 Open Enrollment - MUST BE COMPLETED BY 5:00pm TODAY, 11/13!  
**Date:** Friday, November 13, 2015 8:58:12 AM

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ALL - If you have not already done so, but need to make any changes to your 2016 Election Benefits ... **take the time right now to do it!** Don't let the opportunity pass by as exceptions from DOA are a hassle and not guaranteed. So ... **DO IT NOW!** Lisa

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**From:** Beck, Candice  
**Sent:** Monday, November 09, 2015 1:41 PM  
**To:** DL-Everyone-Statewide AGO  
**Cc:** Human Resources  
**Subject:** Final Week for Open Enrollment

## CONTENT AREA

Final Week for Open Enrollment

## ANNOUNCEMENT

The ADOA Benefit Services Division would like to announce that this is the final week of the Benefit Options Open Enrollment for the 2016 Plan Year.

Important Reminders - At A Glance:

- If satisfied with your medical, dental, vision, and life & disability elections, **no action is required.**

- **To participate in Flexible Spending and/or Dependent Care, you must enroll. Enrollment is required every year.**
-

- **To make a change to current benefits, log on to Y.E.S. to complete 2016 elections and update your personal information and beneficiaries.**

**All changes must be made by Friday, November 13, 2015, no later than 5p.m. Arizona time.**

**If you have any questions regarding this announcement, please contact Human Resources at 602-542-8056.**

ISSUED

November 9, 2015



**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** 2pm CRM meeting - want me to cancel?  
**Date:** Thursday, October 01, 2015 1:39:29 PM

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

**From:** Rodriguez, Lisa  
**To:** Fong, May; Helpdesk  
**Cc:** Rodriguez, Lisa; Loomis, Buddy; Maya, Autumn  
**Subject:** 3 Interns for SIS - Start Date 12/9/15  
**Date:** Wednesday, December 02, 2015 2:52:34 PM  
**Attachments:** Untitled.PDF - Adobe Acrobat Pro.pdf

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May – Please see the attached three NWS Requests for interns in SIS: Pitts, Cartwright and Drewno. They will start on 12/9/15. Thanks! Lisa

# NETWORK SECURITY REQUEST (NSR)

Please send NSR via email or interoffice mail to Human Resources

*Start Date  
12/19/15*

INFORMATION			
User's Full Name:	Jennifer Pitts		
Request Date:	November 19, 2015	Effective Date:	November 30, 2015
Position Title:	SIS Intern	DIV/SEC:	CRM
Phone No.:	602-542-8888	Fax No.:	602-542-4882
Location:	SIS	Office#/Cubicle#:	2245

ACTION	
<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Modify Access <input type="checkbox"/> Change DIV/SEC	
Change From:	Change To:

APPLICATIONS	
<input checked="" type="checkbox"/> PC Docs <input type="checkbox"/> Internet <small>(Requires User Acceptance Agreement)</small> <input type="checkbox"/> OnBase <input type="checkbox"/> Footprints <u>Choose an item.</u> <input type="checkbox"/> Other (specify): Click here to enter text.	

EMAIL GROUPS:	
<input checked="" type="checkbox"/> Phoenix <input type="checkbox"/> Tucson <input type="checkbox"/> Offsite Location <input checked="" type="checkbox"/> Everyone <input type="checkbox"/> Attorneys <input type="checkbox"/> Paralegals <input type="checkbox"/> Division Chiefs <input type="checkbox"/> Section Chiefs <input type="checkbox"/> Office Administrators <input type="checkbox"/> Other (specify): Click here to enter text.	

DIRECTORY ACCESS: <small>(to other people's directory or share directory)</small>	
Directory/Subdirectory: Access to PHX CRMSHARE	
<input checked="" type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Modify <input type="checkbox"/> Create <input type="checkbox"/> Erase	

CASE MANAGEMENT SYSTEMS:	
<input type="checkbox"/> CICS (Modify) <input type="checkbox"/> CICS (View Only) <input type="checkbox"/> Personnel System <input type="checkbox"/> Victim Witness System <input type="checkbox"/> Contracts <input type="checkbox"/> LIPS and Timekeeping <input type="checkbox"/> Name Search <input type="checkbox"/> Telephone Roster <input type="checkbox"/> Other (specify): Click here to enter text.	

Legal Files: Site A P002- CRM PHX Site B Choose an item. Site C Choose an item.

Access: PHX Public Folder Security Level: CRM Basic User 2- No File Create Special Notes: Click here to enter text. *Trustees*

HDM- Group: SIS USER Access: Basic *No file delete.*

Requestor:	B. Loomis	Date:	09/10/2015
Authorized Signature:	<i>Mark Furber</i>	Date:	<i>11/20/2015</i>

*W 12/11/15*

Network:	CMS:

# NETWORK SECURITY REQUEST (NSR)

Please send NSR via email or Interoffice mail to Human Resources

*Start Date  
12/9/15*

INFORMATION			
User's Full Name:	Christa Cartwright		
Request Date:	November 19, 2015	Effective Date:	November 30, 2015
Position Title:	SIS Intern	DIV/SEC:	CRM
Phone No.:	602-542-8888	Fax No.:	602-542-4882
Location:	SIS	Office#/Cubicle#:	2245

ACTION	
<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Modify Access <input type="checkbox"/> Change DIV/SEC	
Change From:	Change To:

APPLICATIONS	
<input checked="" type="checkbox"/> PC Docs <input type="checkbox"/> Internet <i>(Requires User Acceptance Agreement)</i> <input type="checkbox"/> OnBase <input type="checkbox"/> Footprints <u>Choose an item.</u> <input type="checkbox"/> Other (specify): Click here to enter text.	

EMAIL GROUPS:	
<input checked="" type="checkbox"/> Phoenix <input type="checkbox"/> Tucson <input type="checkbox"/> Offsite Location <input checked="" type="checkbox"/> Everyone <input type="checkbox"/> Attorneys <input type="checkbox"/> Paralegals <input type="checkbox"/> Division Chiefs <input type="checkbox"/> Section Chiefs <input type="checkbox"/> Office Administrators <input type="checkbox"/> Other (specify): Click here to enter text.	

DIRECTORY ACCESS: <i>(to other people's directory or share directory)</i>	
Directory\Subdirectory: Access to PHX CRM SHARE	
<input checked="" type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Modify <input type="checkbox"/> Create <input type="checkbox"/> Erase	

CASE MANAGEMENT SYSTEMS:	
<input type="checkbox"/> CICS (Modify) <input type="checkbox"/> CICS (View Only) <input type="checkbox"/> Personnel System <input type="checkbox"/> Victim Witness System <input type="checkbox"/> Contracts <input type="checkbox"/> LIPS and Timekeeping <input type="checkbox"/> Name Search <input type="checkbox"/> Telephone Roster <input type="checkbox"/> Other (specify): Click here to enter text.	

Legal Files: Site A **P002- CRM PHX** Site B Choose an item. Site C Choose an item.

Access: **PHX Public Folder** Security Level: **CRM Basic User 2- No File Create** Special Notes: Click here to enter text.

HDM- Group: SIS USER Access: **Basic** *GT Trustles*

*No file delete*

Requestor:	B. Loomis	Date:	09/10/2015
Authorized Signature:	<i>Mark Furber</i>	Date:	11/20/2015

*12/11/15*

Network:							
CMS:							

# NETWORK SECURITY REQUEST (NSR)

Please send NSR via email or interoffice mail to Human Resources

*Start date 12/9/15*

INFORMATION			
User's Full Name:	Bernard Drewno		
Request Date:	November 19, 2015	Effective Date:	November 30, 2015
Position Title:	SIS Intern	DIV/SEC:	CRM
Phone No.:	602-542-8888	Fax No.:	602-542-4882
Location:	SIS	Office#/Cubicle#:	2245

ACTION	
<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Modify Access <input type="checkbox"/> Change DIV/SEC	
Change From:	Change To:

APPLICATIONS	
<input checked="" type="checkbox"/> PC Docs <input type="checkbox"/> Internet <small>(Requires User Acceptance Agreement)</small> <input type="checkbox"/> OnBase <input type="checkbox"/> Footprints <u>Choose an item.</u> <input type="checkbox"/> Other (specify): Click here to enter text.	

EMAIL GROUPS:	
<input checked="" type="checkbox"/> Phoenix <input type="checkbox"/> Tucson <input type="checkbox"/> Offsite Location <input checked="" type="checkbox"/> Everyone <input type="checkbox"/> Attorneys <input type="checkbox"/> Paralegals <input type="checkbox"/> Division Chiefs <input type="checkbox"/> Section Chiefs <input type="checkbox"/> Office Administrators <input type="checkbox"/> Other (specify): Click here to enter text.	

DIRECTORY ACCESS: <small>(to other people's directory or share directory)</small>	
Directory/Subdirectory: Access to PHX CRM SHARE	
<input checked="" type="checkbox"/> Read <input type="checkbox"/> Write <input type="checkbox"/> Modify <input type="checkbox"/> Create <input type="checkbox"/> Erase	

CASE MANAGEMENT SYSTEMS:	
<input type="checkbox"/> CICS (Modify) <input type="checkbox"/> CICS (View Only) <input type="checkbox"/> Personnel System <input type="checkbox"/> Victim Witness System <input type="checkbox"/> Contracts <input type="checkbox"/> LIPS and Timekeeping <input type="checkbox"/> Name Search <input type="checkbox"/> Telephone Roster <input type="checkbox"/> Other (specify): Click here to enter text.	

Legal Files: Site A **PO02- CRM PHX** Site B Choose an item. Site C Choose an item.

Access: **PHX Public Folder** Security Level: **CRM Basic User 2- No File Create** Special Notes: Click here to enter text.

HDM- Group: SIS USER Access: **Basic**

*GT Trustees*

Requestor:	B. Loomis	Date:	09/10/2015
Authorized Signature:	<i>Mark Perkowski</i>	Date:	<i>11/20/2015</i>

*No file Delete*

Network:	CMS:

*M*  
*12/11/15*

**From:** [Rodriguez, Lisa](#)  
**To:** [Accounting; Quintana, Leah](#)  
**Cc:** [Maya, Autumn](#)  
**Subject:** 509s - Cardenas/Piano  
**Date:** Thursday, December 17, 2015 3:15:58 PM  
**Attachments:** [Untitled.PDF - Adobe Acrobat Pro.pdf](#)

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Leah – Please see attached. Originals to follow, but wanted to get them down right away since they are late. Sorry for the inconvenience. Lisa

# OFFICE OF THE ATTORNEY GENERAL OUT-OF-STATE TRAVEL APPROVAL REQUEST

Doc #: \_\_\_\_\_  
For Accounting Use Only

In accordance with A.R.S. 538-626A, approval is requested for the following out-of-state travel:

State of Arizona Travel Policy      Travel Forms on SharePoint      U.S. Meal and Lodging Rates      Out-of-Country Meal and Lodging Rates

Employee Information		Travel Status		Personal Travel, if applicable	
Name:	Vincent Plano	Date		Time	
EIN:		Begin	Dec 16, 2015	10:30am	Begin
Division/Section:	CRM/SIS	End	Dec 18, 2015	4:00pm	End

Function: N/A      Location Travelling to (City, State): Mexico City

Reason for Travel: Meeting with PGR regarding case.

Explain Why This Trip is Necessary and How It Will Benefit The State: TRAC Director. TRAC is paying for airfare, lodging and per diem.

12/17/15  
 No ASD Travel  
 claim will be  
 submitted.  
 WJW

Agency/Organization to Reimburse Travel, if applicable: \_\_\_\_\_  
(Excluding travel funded by ISAs or Federal Grants)

	Estimated Cost		Estimated Cost
<sup>1</sup> Air Fare (Business & Personal)	\$0.00	<sup>3</sup> Meals/Incidentals (With Overnight Stay)	\$0.00
Air Fare (Business Only)	\$0.00	<sup>3</sup> Meals/Incidentals (Without Overnight Stay)	\$0.00
<sup>3</sup> Rental Vehicle	\$0.00	Other/Misc.	\$0.00
Tax/Limo/Bus	\$0.00	Out-of-Country Per Diem	\$0.00
<sup>3</sup> Private Vehicle Mileage	\$0.00	Registration Fees	\$0.00
<sup>3</sup> State Motor Vehicle Cost (DOA/Enterprise)	\$0.00	Subtotal	\$0.00
<sup>2</sup> Lodging	\$0.00	Less: Amount Expected to be Reimbursed by Outside organization (DO NOT enter as a negative)	\$0.00
		<b>ESTIMATED TOTAL COSTS</b>	<b>\$0.00</b>

Vincent Plano 12/18/15  
Employee Signature      Date

Mark Finkbeiner 12/17/15  
Section Chief Counsel      Date

Walter G. Conner 12/17/15  
Division Chief Counsel      Date

\_\_\_\_\_  
Chief Financial Officer      Date

Exception requests (such as lodging rates in excess of State rates, rental vehicle request, etc.) require additional justification and approval. In such cases, submit this form along with all supporting documentation and required forms to Accounting.

<sup>1</sup> If combining business & personal travel and the transportation costs are increased due to the lengthened trip, the traveler is responsible for the increase and must pay for the entire trip and be reimbursed by the Agency for the business portion of the fare after completion of the trip (SAAM 5070)

<sup>2</sup> Required for Lodging Requests in Excess of Applicable State Rates - **EXCESS LODGING APPROVAL REQUEST FORM**

<sup>3</sup> Required for All Other Exception Requests - **TRAVEL EXCEPTION REQUEST FORM**

**GAO-509S FORM** - Required when Total Out-of-State Travel Cost is expected to exceed five-thousand dollars (\$5,000) OR requires sending three (3) or more individuals from the Agency

Print GAO-509 Form

Budget Approval: \_\_\_\_\_

Rec'd by  
 GAO  
 12/17/15

# OFFICE OF THE ATTORNEY GENERAL OUT-OF-STATE TRAVEL APPROVAL REQUEST

Doc #:  
For Accounting Use Only

In accordance with A.R.S. §38-626A, approval is requested for the following out-of-state travel:

State of Arizona Travel Policy      Travel Forms on SharePoint      U.S. Meal and Lodging Rates      Out-of-Country Meal and Lodging Rates

Employee Information		Travel Status		Personal Travel, if applicable	
Name: Sandra Cardenas		Date	Time	Date	
EIN:		Begin	Dec 16, 2015	10:30am	Begin
Division/Section:	CRM/SIS	End	Dec 18, 2015	4:00pm	End

Function: ARP830096      Location Traveling to (City, State): Mexico City

Reason for Travel: Meeting with PGR regarding case.

Explain Why This Trip is Necessary and How it Will Benefit The State: Assisting with analytical work on PGR case. TRAC is paying for airfare, lodging and per diem.

12/17/15  
No AGO Travel claim will be submitted  
LSC

Agency/Organization to Reimburse Travel, if applicable: \_\_\_\_\_  
(Excluding travel funded by ISAs or Federal Grants)

	Estimated Cost		Estimated Cost
<sup>1</sup> Air Fare (Business & Personal)	\$0.00	<sup>3</sup> Meals/Incidentals (With Overnight Stay)	\$0.00
Air Fare (Business Only)	\$0.00	<sup>3</sup> Meals/Incidentals (Without Overnight Stay)	\$0.00
<sup>3</sup> Rental Vehicle	\$0.00	Other/Misc.	\$0.00
Taxi/Limo/Bus	\$0.00	Out-of-Country Per Diem	\$0.00
<sup>3</sup> Private Vehicle Mileage	\$0.00	Registration Fees	\$0.00
<sup>3</sup> State Motor Vehicle Cost (DOA/Enterprise)	\$0.00	Subtotal	\$0.00
<sup>2</sup> Lodging	\$0.00	Less: Amount Expected to be Reimbursed by Outside organization (DO NOT enter as a negative)	\$0.00
		<b>ESTIMATED TOTAL COSTS</b>	<b>\$0.00</b>

*Sandra Cardenas*      12/17/15  
Employee Signature      Date

*Michelle Jacobson*      12/17/15  
Section Chief Counsel      Date

*David E. Conrad*      12/17/15  
Division Chief Counsel      Date

\_\_\_\_\_  
Chief Financial Officer      Date

Exception requests (such as lodging rates in excess of State rates, rental vehicle request, etc.) require additional justification and approval. In such cases, submit this form along with all supporting documentation and required forms to Accounting.

<sup>1</sup> If combining business & personal travel and the transportation costs are increased due to the lengthened trip, the traveler is responsible for the increase and must pay for the entire trip and be reimbursed by the Agency for the business portion of the fare after completion of the trip (SAAM 5070)

<sup>2</sup> Required for Lodging Requests in Excess of Applicable State Rates - **EXCESS LODGING APPROVAL REQUEST FORM**

<sup>3</sup> Required for All Other Exception Requests - **TRAVEL EXCEPTION REQUEST FORM**

**GAO-509S FORM** - Required when Total Out-of-State Travel Cost is expected to exceed five-thousand dollars (\$5,000) OR requires sending three (3) or more individuals from the Agency

Rec'd by  
LSC  
12/17/15



**From:** Rodriguez, Lisa  
**To:** Clark, Douglas; Emerson, Jordan; Kreamer-Hope, Jared; Morrow, Nanette; Moser, Josh; Ortiz, Kim; Baldner, Victoria; Claxton, Naomi; Dailey, Mike; Hughes, Kenneth; Nelson, Katrin; Rankin, Thomas; Rothblum, Eric; Sargeant IV, William; Womack, Stephen; Ahler, Paul; Alleman, Paula; Barrick, Liz; Blake, Scott; Boyd, Brian; Campagnolo, Ted; Conrad, Donald; Conti, Matthew; Crowley, Jason; Delaney, Jesse; Duplissis, Steve; Gadow, Blaine; Giltner, Cynthia; Harames, Brett; Hariss, Mary; Hogan, Michelle; Kvesic, Andy; Lawson, Todd; Macias, Carolyn; McGary, Mary; Metz, Kalon; Pacheco, Andrew; Powell, Michael; Quigley, Maura; Rudnick, Beverly; Saccone, Nicholas; Ullah, Faisal; Waters, Joseph  
**Cc:** Rodriguez, Lisa; Conrad, Donald  
**Subject:** APAAC Summer Conference  
**Date:** Tuesday, October 27, 2015 8:37:36 AM

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At a recent meeting of the APAAC Council I learned that the number of registrations for the summer conference will be significantly limited. If you want to attend, I urge you to respond to the APAAC's email notice and request for registration as soon as it hits your inbox. Only 400 registrants will be accepted for the conference, again to be held at Star Pass in Tucson. Tucson prosecutors will again be permitted to stay at the resort for the conference.

Donald E. Conrad  
Division Chief Counsel  
Criminal Division  
(602) 542-3881

**From:** [Rodriguez, Lisa](#)  
**To:** [Cuellar, Paul](#)  
**Cc:** [Maya, Autumn](#); [Rodriguez, Lisa](#); [Loftus, Charles](#)  
**Subject:** Application/Supplement  
**Date:** Thursday, December 10, 2015 9:42:46 AM  
**Attachments:** [Application For Employment Supplement \(09-15\).pdf](#)  
[FA3.01 Application for Employment \(092014\).pdf](#)

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Paul – Our office requires you to fill out the Application and Supplement again for each position. Please complete this and return it to Autumn immediately. Thanks. Lisa



# OFFICE OF THE ATTORNEY GENERAL

## APPLICATION FOR EMPLOYMENT SUPPLEMENT

Print Form

1275 W. Washington, Phoenix, AZ 85007-2926

602.542.8056 \* Fax 602.542.8000

(Hearing Impaired) 602.542.5002 \* humanresources@azag.gov

The Arizona Attorney General's Office is a committed Equal Opportunity Employer. All appointments are based on qualifications without regard to race, color, religion, gender, age, national origin, disability, sexual orientation, veteran status, or on the basis of any other legally protected status. The Office complies with the Americans with Disabilities Act of 1990. If you need accommodations in the employment process, please contact our Office prior to the announcement's closing date.

Completion of this form **does not** constitute an offer of employment. The information requested here is required to facilitate considering you for a job opening for which you may qualify. Please type the requested information.

### SUPPLEMENT QUESTIONS

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Full Middle Name: \_\_\_\_\_

Social Security # \_\_\_\_\_ Driver's License # \_\_\_\_\_ State of Issue: \_\_\_\_\_

#### Attorney Applicants, please complete the following information:

AZ State Bar Admission Date: \_\_\_\_\_ ABA Bar Admission Date (if Diff): \_\_\_\_\_

AZ State Bar Number: \_\_\_\_\_ Minimum Salary Requirement per Year \$ \_\_\_\_\_

Do you have any Arizona State Bar and/or other state bar complaint(s) or *pending* complaint(s)? If YES, please explain in detail below. (Use additional sheets if necessary)

Date of complaint: \_\_\_\_\_ State Bar: \_\_\_\_\_

Description and status: \_\_\_\_\_

### CRIMINAL HISTORY

All applicants under serious consideration for hire with the Arizona Attorney General's Office are required to be fingerprinted by the Office and complete a criminal background check through State and Federal agencies. A job offer cannot be tendered until the candidate successfully passed the initial background check. Your failure to make a full and accurate disclosure of any prior conviction(s), or to answer the questions fully and accurately, may result in immediate termination from employment or the rejection of any pending application of offer from the Attorney General's Office. A criminal conviction(s) may or may not constitute an automatic disqualification for employment.

Have you ever been *Detained, Arrested, Cited, Accused, Convicted, Charged or placed in pre-trial diversion* for any offense, or violation of any statute, ordinance, law or regulation by any civil or military authority, in this country or any country?

(Include any arrests or convictions as a juvenile)  Yes  No

If YES, explain below the details of the offense. (Use additional sheets if necessary)

Date of Offense \_\_\_\_\_ Location \_\_\_\_\_

Description of Offense \_\_\_\_\_

#### STATEMENT OF CERTIFICATION

By signing this Application for Employment, I certify under penalty of law that the information provided anywhere on this form and on my enclosed resume is true, correct, and complete to the best of my knowledge and belief. I also acknowledge that should an investigation at any time disclose any misrepresentation or falsification, my application and resume may be rejected, my name may be removed from further consideration, and I may be disqualified from further examination and/or terminated from employment. The Attorney General's Office has my permission to make all necessary and appropriate investigations allowable by law to verify all information on this application and my attached resume. I understand this application is not a contract of employment.

\_\_\_\_\_  
Signature (not electronic)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

Name of Applicant

Arizona State Personnel System

# APPLICATION FOR EMPLOYMENT

Completion of this form in no way constitutes an offer of employment. The information requested is required to provide us with information necessary to consider you for the position for which you are applying.

PLEASE PRINT LEGIBLY OR TYPE ALL REQUESTED INFORMATION

Date of Application

Position for which you are applying

Last Name

First Name

M.I.

Street Address

City

State

ZIP Code

Contact Phone Number(s)  
(include area code)

Contact E-mail address

Alternate Phone Number(s)  
(include area code)

State Agency Applying to

## CONDITIONS OF CONSIDERATION FOR EMPLOYMENT

All information contained on the application is subject to verification. If applicable, the State of Arizona may conduct background checks including, but not limited to, work references, driving records, criminal conviction records and educational attainment.

You may be subjected to a criminal background investigation for some positions. If applicable, your fingerprints may be sent to state and federal law enforcement agencies (DPS and FBI). All offers of employment and continued employment may be subject to a complete review of any criminal convictions you may have. Your failure to make a full and accurate disclosure of any prior conviction(s), or to answer the questions fully and accurately, may result in immediate termination from employment or the rejection of any pending application or offer from the State of Arizona.

## CRIMINAL BACKGROUND INFORMATION (ALL APPLICANTS)

**ALL QUESTIONS MUST BE ANSWERED TRUTHFULLY AND COMPLETELY.** "Crime" as used in this section means any and all felonies, misdemeanors and serious driving offenses including, but not limited to, driving while under the influence of intoxicating liquor ("DUI") or drugs, extreme DUI, reckless driving, aggressive driving, racing/exhibition of speed, excessive (criminal) speed, leaving the scene of an accident, driving on a suspended, revoked or refused license or any other driving offense that is a misdemeanor (i.e., possible penalty for conviction includes imprisonment or jail time). "Crime" does not include minor (civil) traffic offenses. If you are not sure how to answer these questions, please ask a member of the Human Resources Department for assistance.

"Convicted" means you have been found guilty of a crime by a court or jury, or have pleaded guilty or nolo contendere ("no contest") to a crime and have been sentenced for a crime, whether imprisoned, incarcerated, placed on probation, fined or received a suspended sentence.

**\*\*NOTE: A criminal conviction(s) may or may not constitute an automatic disqualification for employment.**

Have you ever been convicted of any crime, even if set aside or expunged?  Yes  No

If you answered "yes" to the question above, please give the details of offense(s) for which convicted, date(s) of conviction(s), jurisdiction(s) (court, city, county, state, federal, foreign or military), and disposition(s) on the attached supplemental sheet marked "Criminal Conviction History Form". Exclude tickets for minor traffic and parking violations.

Name of Applicant

### CRIMINAL CONVICTION HISTORY

If you have ever been convicted of any crime, please give the details of the offense(s) for which convicted, date(s) of conviction(s), jurisdiction(s) (court, city, county, state, federal, foreign or military), and disposition(s). Please see page 1 for definition of "crime".

DATE	CONVICTION	MISDEMEANOR OR FELONY	DISPOSITION	LAW ENFORCEMENT AGENCY	CITY	STATE	COUNTY	OTHER FEDERAL, FOREIGN, MILITARY

Name of Applicant

Can you provide verification of your eligibility to work in the U.S.?

Yes

No

Are you 18 years of age or older?

Yes

No

**EDUCATION AND TRAINING**

College, University, Trade or Business Schools	City, State (List campus attended)	Degree/Diploma Attained/Year	Hours Earned	Major Area of Study
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Proof of your degree from an accredited College/University may be required upon hire.

Other Training: Name and Location of Institution	Topic of Training	Diploma/Certificate
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

List Current Licenses/Professional Registrations/Certifications	State Received	Expiration Date(s)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Do you currently or have you ever worked for the State of Arizona?

Yes

No

If yes, please state the name of the agency and the last employment date, if not included in the employment history below.

List reason for leaving State employment.

Have you ever been dismissed or allowed to resign in lieu of dismissal from a position for misconduct or unsatisfactory service?

Yes

No

If yes, describe the circumstances even if you did not agree with your employer's decision:

Name of Applicant

### EMPLOYMENT HISTORY

List all employers for the past ten (10) years beginning with the most recent first. Account for all time employed, including self employment. If you do not have employment history, please proceed to page six.

HOURS PER WEEK

DATES WORKED

From (Mo/Yr)

To (Mo/Yr)

Company Name

Starting Salary

Ending Salary

Position

Address (No., Street, Suite No.)

Per Week, Month, Year

Duties

Supervisor's Name

City, State, ZIP

Phone Number

Reason for Leaving

If presently employed, may we contact your employer?

Yes

No

HOURS PER WEEK

DATES WORKED

From (Mo/Yr)

To (Mo/Yr)

Company Name

Starting Salary

Ending Salary

Position

Address (No., Street, Suite No.)

Per Week, Month, Year

Duties

Supervisor's Name

City, State, ZIP

Phone Number

Reason for Leaving

HOURS PER WEEK

DATES WORKED

From (Mo/Yr)

To (Mo/Yr)

Company Name

Starting Salary

Ending Salary

Position

Address (No., Street, Suite No.)

Per Week, Month, Year

Duties

Supervisor's Name

City, State, ZIP

Phone Number

Reason for Leaving

Name of Applicant

### EMPLOYMENT HISTORY

List all employers for the past ten (10) years beginning with the most recent first. Account for all time employed, including self employment. If you do not have employment history, please proceed to page six.

HOURS PER WEEK

DATES WORKED From (Mo/Yr)  To (Mo/Yr)

Company Name  Starting Salary  Ending Salary  Position

Address (No., Street, Suite No.)  Duties  Supervisor's Name

City, State, ZIP

Phone Number  Reason for Leaving

Per Week, Month, Year

HOURS PER WEEK

DATES WORKED From (Mo/Yr)  To (Mo/Yr)

Company Name  Starting Salary  Ending Salary  Position

Address (No., Street, Suite No.)  Duties  Supervisor's Name

City, State, ZIP

Phone Number  Reason for Leaving

Per Week, Month, Year

HOURS PER WEEK

DATES WORKED From (Mo/Yr)  To (Mo/Yr)

Company Name  Starting Salary  Ending Salary  Position

Address (No., Street, Suite No.)  Duties  Supervisor's Name

City, State, ZIP

Phone Number  Reason for Leaving

Per Week, Month, Year

Please list any other names you may have used while employed.

If you need additional space, please use the sheet marked "Additional Information".



Name of Applicant

### PROFESSIONAL REFERENCES

This form shall be completed if you do not have employment history. If you do have employment history, this form is optional. However, the information on pages four and five should not be duplicated here. Please list the names and contact information of three professional references (current and/or former co-workers, customers, supervisors, teachers, professors, volunteer coordinators, internship managers, etc.) who may be contacted.

Name  Professional Relationship   
Telephone Number  E-mail Address   
Years Known

Name  Professional Relationship   
Telephone Number  E-mail Address   
Years Known

Name  Professional Relationship   
Telephone Number  E-mail Address   
Years Known

PLEASE USE THE REMAINDER OF THIS PAGE FOR ANY ADDITIONAL INFORMATION

Name of Applicant

STATE OF ARIZONA  
DRIVER FORM

Please complete this form if the position you are applying for will require you to drive a vehicle as part of your job responsibilities.

I understand to operate a personally owned vehicle or fleet motor vehicle for the furtherance of State business purposes, I must have an acceptable driving record and complete applicable driver training as required by Arizona Administrative Code R2-10-207(12).

I understand the Driver Protection Privacy Act of 1994, amended September 1997, prohibits the release of my Motor Vehicle Record for reasons other than matters of motor vehicle or driver safety.

I understand I may be asked and would be responsible for providing a copy of my thirty-nine month motor vehicle record history if I do not have a current Arizona driver license.

Name (print as it appears on your driver license)

Do you have a current valid U.S. driver license?

Yes

No

State Issuing and Driver License Number

Do you have a current valid U.S. commercial driver license?

Yes

No

State Issuing and Driver License Number

Name of Applicant

I certify that all the information provided herein is true and complete to the best of my knowledge. I agree and understand that omissions, misstatements and falsifications may cause forfeiture on my part of all eligibility to any employment with the State of Arizona and may be cause for rejection of this application, removal of my name from eligibility lists, or dismissal from State employment. In addition, I give the State of Arizona the right to investigate and verify any information obtained through the application process. Permission is granted and I release from any and all liability any employer, agency, individual or educational institution assisting the State of Arizona in providing relevant, job-related information that will assist in the process.

**My signature below certifies that I have read and understand this application and agree to the terms and conditions outlined in this document.**

Applicant's Signature

Date

Printed Name

Arizona State Government is an AA/EOE/ADA Reasonable Accommodation Employer.

Persons with a disability may request a reasonable accommodation by contacting the Agency Human Resources Office. Requests should be made as early as possible to allow time to arrange the accommodation.

**From:** Rodriguez, Lisa  
**To:** Maya, Autumn  
**Subject:** Arizona Envelope - Release Requisition -  
**Date:** Thursday, December 31, 2015 11:52:49 AM

---

Georgia came to see me re: envelopes as you advised her to see me. This is something you or your staff order for your section. You order them from Arizona Envelope and the order must be \$100 or more. Envelopes come 500 to a box. If there are no printed envelopes within SIS, please get some ordered as soon as possible.

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Subject:** Arizona Envelope - Release Requisition -  
**Date:** Thursday, December 31, 2015 11:52:49 AM

---

Georgia came to see me re: envelopes as you advised her to see me. This is something you or your staff order for your section. You order them from Arizona Envelope and the order must be \$100 or more. Envelopes come 500 to a box. If there are no printed envelopes within SIS, please get some ordered as soon as possible.

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** Automatic reply: Monday  
**Date:** Thursday, November 05, 2015 11:06:11 AM

---

I will be in the Tucson office today, November 5th. If you need immediate assistance, contact (602) 542-3881 and ask for Gilda Martinez. Thank you! Lisa

**From:** Rodriguez, Lisa  
**To:** Diaz, Bethany  
**Subject:** Automatic reply: public records request -- Stephen Gore  
**Date:** Thursday, November 05, 2015 12:31:51 PM

---

I will be in the Tucson office today, November 5th. If you need immediate assistance, contact (602) 542-3881 and ask for Gilda Martinez. Thank you! Lisa

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Cc:** [Rodriguez, Lisa](#)  
**Subject:** AWS & ETE  
**Date:** Friday, December 18, 2015 6:12:10 PM  
**Attachments:** [2015\\_12\\_17\\_16\\_39\\_20.pdf](#)  
[PHX-213601.DOC.DRE](#)

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Autumn:

Sorry we got interrupted at the end of our meeting/training and it was a little hectic. I wanted to circle back with you about your question regarding having a set lunch hour each day. Yes, I prefer everyone to have a set lunch hour. I understand there may be some days that it will deviate; however, I would expect that to be an exception and not a rule. The attached form states your lunch hour to be 1:00pm to 1:30pm. If that is what you choose, please let me know so I can edit the original form. In addition, your staff must have a set schedule as well and they should be aware of your scheduled lunch. If there are deviations from the set schedule, I would like you to email me immediately.

Your audit of the SIS ETEs this pay period continue to be riddled with errors. We noted and discussed several issues, including missing codes, wrong codes, pay vs. comp-time earned, miscalculating percentages, etc, which is unacceptable. In addition, even after my email regarding Peterson and Olney's OT time, their regular time was wrong. As discussed previously and today, Echo would like the EIN numbers by each name as it makes their job easier in Payroll. I guaranteed her that we would comply with that request. Until you update the form, you must handwrite the EIN number on the OT slip.

My expectation for next PPE is that, with the spreadsheet I provided containing the Payroll and OT Function Codes, you will have no errors in your audit. As mentioned previously, we must correct this problem as it causes Payroll more time and work when they have errors in our payroll/paperwork. It is not only a negative reflection of you, but me as your supervisor. My goal is to ensure the Criminal Division runs as smoothly and functions at the highest level as much as possible.

Please contact me if you have any questions about what we discussed today. Please ensure that the staff members that we corrected today, regarding their time or codes, are notified so that your job as the auditor is easier on you the next time. I am available to assist you with an ETE training for SIS whenever you want to set it up. In addition, this is to remind you to update the OT form for SIS as we discussed. I handwrote suggestions on MacDonald's OT slip. If you need help, please let me know. Also attached is the Make-up Time Policy for CRM. Please ensure your administrative/hourly staff follows the procedure. I would also like you to be more consistent in complying with this policy as well. You had completed this form previously for your make-up time.

Thanks. Have a good weekend. As a reminder, I'm off on Monday. You can contact me by cell if you need me. Please ensure the OT slips are delivered to Echo first thing in the am.

Lisa



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**From:** Maya, Autumn  
**Sent:** Thursday, December 17, 2015 4:40 PM  
**To:** Rodriguez, Lisa  
**Subject:** Here you go.



**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** Balley stopped by. You can call him upon your return.  
**Date:** Tuesday, December 01, 2015 2:40:53 PM

---

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Ahler, Paul](#); [Conrad, Donald](#)  
**Subject:** Bitter Smith Docs - I will copy them for you so you don't have to print.  
**Date:** Tuesday, November 10, 2015 1:22:58 PM

---

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

**From:** [Rodriguez, Lisa](#)  
**To:** ["enovak@polsinelli.com"](mailto:enovak@polsinelli.com)  
**Cc:** [Rodriguez, Lisa](#); [Conrad, Donald](#)  
**Subject:** Bitter Smith  
**Date:** Friday, October 23, 2015 10:04:38 AM  
**Attachments:** [Untitled.PDF - Adobe Acrobat Pro.pdf](#)

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Mr. Novak – Please see the attached letter from Donald E. Conrad. 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)



MARK BRNOVICH  
ATTORNEY GENERAL

OFFICE OF THE ARIZONA ATTORNEY GENERAL  
CRIMINAL DIVISION

October 23, 2015

Edward Novak  
Polsinelli, PC  
1 East Washington Street  
Suite 1200  
Phoenix, AZ 85004-2568

Re: Bitter Smith

Dear Ed:

Thank you for providing the materials that accompanied your letter of October 15, 2015. There are additional materials that we need to see to ensure that our examination of the activities of Ms. Bitter Smith is comprehensive. As with other materials you have produced, I will provide a copy to Beau Roydsen and Paul Watkins of the Civil Litigation Division of this office.

The following is a list of materials we ask you to produce for our review. We realize that materials you provided on October 15th are a subset of materials requested below from the records of Southeast Cable Communications Association.

Materials from Southwest Cable Communications Association:

- Minutes of all meetings of the board for years 2010 to present;
- Minutes of any board subcommittee charged with supporting, planning and/or supervising lobbying done in behalf of the Association;
- Applications for association membership made by Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010 to 2015;
- Copies of all written or digital communications or correspondence sent to officers, employees, and/or representatives of Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010 to 2015;

Edward Novak  
October 23, 2015  
Page 2

- Any and all financial documentation and/or correspondence related to payment of association membership dues for Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010 to 2015, including but not limited to, checks and/or documents arranging for the auto-deduction of dues from financial institutions;
- Any and all filings with the Arizona Secretary of State related to lobbying made by Southwest Cable Communications Association from its inception to the present; and
- Books and records that demonstrate the share of operational costs paid by each association member for years 2010 to present.


Materials from Technical Solutions:

- All filings with the Arizona Secretary of State related to lobbying made by Technical Solutions, its owners or any employees from its inception to the present; and
- Any written or digital communication or correspondence from Ms. Bitter Smith or any employee of Technical Solutions with any officer, employee and/or representative of Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010-2015.

Information and materials from Ms. Bitter Smith:

- A written waiver of any attorney and client privilege that may exist between Ms. Bitter Smith and attorney Randy Nelson or Technical Solutions and Randy Nelson regarding communications with Ms. Bitter Smith related to her election to the ACC, her service at the ACC and/or voting conflicts at the ACC; and
- All filings with the Arizona Secretary of State made by Ms. Bitter Smith.

Thank you again for your cooperation.

Sincerely,  
  
Donald E. Conrad  
Assistant Attorney General  
Criminal Division  
DEC:lsr

#4729659

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald; Ahler, Paul; Eckert, Robert; Madsen, Annalisa; Watkins, Paul; Roysden, Beau  
**Cc:** Rodriguez, Lisa  
**Subject:** Bittersmith - Letter from Thomas Ryan - 111715  
**Date:** Tuesday, November 24, 2015 3:14:18 PM  
**Attachments:** Untitled.PDF - Adobe Acrobat Pro.pdf

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Please see attached. I will give the original to Rob.



**LAW OFFICE OF THOMAS M. RYAN**

565 WEST CHANDLER BLVD., SUITE 210

CHANDLER, AZ 85225

CHANDLER, AZ 85246-6430

WEBSITE: [www.thomasmryanlaw.com](http://www.thomasmryanlaw.com)

**THOMAS M. RYAN**

Certified Specialist Injury & Wrongful Death  
Arizona Board of Legal Specialization

PHONE: 480-963-3333

November 17, 2015

Donald Conrad, Esq.  
Assistant Attorney General  
**OFFICE OF THE ATTORNEY GENERAL**  
**STATE OF ARIZONA**  
Phoenix Office  
1275 West Washington Street  
Phoenix, AZ 85007-2926

Re: Susan Bitter Smith  
Arizona Telecommunications & Information Council

Dear Don;

One of the things that I thought you should have is something known as the Fiber to Home Council. This is the web page for Arizona. I have highlighted the Arizona Telecommunications & Information Council which reflects Susan Bitter Smith continued as a member of even after her election to office. I thought you should have this for your file.

Very truly yours,

**LAW OFFICE OF THOMAS M. RYAN**



Thomas M. Ryan

Enclosure



**Getting Started**  
 Why Fiber?  
 Success Stories  
 The Value  
 More Info



**Organizing Your Community**  
 Identifying Champions  
 Partnerships  
 Building Consensus



**Creating the Business Case**  
 Identifying Your Assets  
 Estimating Demand  
 Building the Financial Model  
 Funding



**Building a Network**  
 Developing an RFP  
 Finding a Provider  
 Managing the Deployment  
 More Info

**State Resources**

We have compiled information of potential grant and knowledge resources and partnership opportunities for all 50 states -- including links to relevant web sites. Please use the list to the left to find your state and see what we have. In some cases you will find statutes and regulations applicable to community fiber deployment.

-- Select a State --

Arizona

[Documents](#) | [Grant Sources](#) | [Partnerships and Organizations](#)

**Documents**

**Arizona Broadband Map:** <http://broadbandmap.az.gov/map/>

**Grant Sources**

**SMMHC, Inc. dba Mountain Health and Wellness:** Funds will be used for the Mountain Health and Wellness Telemedicine Initiative, which will provide telemedicine services to approximately 1,000 rural residents in Arizona. Each end-user site will be equipped with video conferencing equipment and accessory digital medical devices. Mountain Health and Wellness provides behavioral health services in the Apache Junction area of Arizona. <http://www.mhwaz.org/>

**Mogollon Health Alliance, Inc.:** Funds will be used for a distance learning platform for STEM (science, technology, engineering, and mathematics) Education. Mogollon Health Alliance, in association with four Rim Country School Districts, is providing end user video teleconferencing equipment for four school districts for the STEM program. The grant will serve four community schools in the rural, mountainous Mogollon Rm area - which includes and is surrounded by the Tonto and Apache Sitgreaves National Forest and borders Tonto Native American Reservations situated in Gila and Navajo Counties. Educational funding for these schools has been declining within this population area. The new courses and equipment will provide opportunities for every student, including programs for gifted and Advanced Placement students. [http://mogollonhealthalliance.com/Home\\_Page.html](http://mogollonhealthalliance.com/Home_Page.html)

**Yavapai County Education Service Agency:** Funds will be used to purchase and install distance learning equipment that will connect 62 video end point locations and one hub/end-user site. Advanced placement courses, dual credit courses, vocational training and other educational opportunities previously unavailable to rural students will become a reality. In addition to the benefits that students will derive from taking classes through video conferencing, teachers will be able to extend their knowledge beyond their own classrooms and expand their professional opportunities with teacher development courses. <http://www.yavapai.us/schools>

**Partnerships and Organizations**

**Arizona Broadband Project:** To promote and facilitate Broadband access through public-private cooperation -- to provide all Arizona citizens and businesses the means to utilize high volume digital information and services at a reasonable cost -- to create economic opportunity and improve quality of life for every person, organization, and community throughout Arizona. <http://azbroadband.gov/>

**Arizona Telemedicine Program (ATP) network:** The Arizona Telemedicine Program (ATP) network is primarily devoted to improving access to specialized medical care throughout the State of Arizona, through the use of Telemedicine technologies such as digital imaging and real-time Video Conferencing. The Arizona Telemedicine Program has created two additional statewide programs, Project Nightingale and e-Healthcare Arizona. <http://www.telemedicine.arizona.edu/index.cfm>

**Communications Infrastructure Advisory Committee (CIAC):** GITA provides staffing support and strategic direction to the Arizona Communications Infrastructure Advisory Committee. This Public/Private committee is part of the Governor's Council on Innovation and Technology (GCIT). The CIAC focuses on the issues related to the ubiquitous deployment of Broadband capability to all of Arizona. Key issues include Middle Mile, Last Mile, Right-of-Way and definition funding solutions. Current efforts are concentrated on Rural Arizona along with other deficit areas in both Urban and Rural settings. <http://www.azgita.gov/telecom/ciac/>

**Arizona Government Information Technology Agency (GITA)/Broadband:** The Government Information Technology Agency (GITA) and Arizona Department of Commerce (Commerce) have long collaborated to provide leadership and to encourage disparate statewide stakeholders to bring reliable high-speed broadband access to unserved and underserved areas of the State, for the benefit of business, public institutions and individuals. <http://www.azgita.gov/>

**Arizona Strategic Enterprise Technology (ASET) Office:** In alignment with the strategic missions of state agencies, ASET develops and executes the statewide information technology strategy, as well as provides capabilities, services and infrastructure to ensure the continuity of mission critical and essential systems for the state of Arizona. The goal of ASET is to transform Arizona into a nationwide leader of advanced IT strategies, methodologies, services and business processes. By leveraging technology as a catalyst for state reform ASET enables efficient, innovative and sustainable services. <http://aset.azdoa.gov/content/about>

**Arizona Telecommunications & Information Council (ATIC):** Arizona Telecommunications and Information Council (ATIC) is an economic development foundation of the Governor's Strategic Partnership for Economic Development (GSPED). ATIC functions as Arizona's recognized and authoritative organization guiding technology policy development, serving as a leading source of information and expertise on telecommunications and information technology matters. ATIC develops, promotes and supports initiatives and guides adoption of effective public policies that encourages wide-scale deployment and availability of telecommunication services and information technologies to insure economic prosperity for the Arizona community, expand the region's global competitive advantage, enable continued educational advancement, and support an enhanced quality of life. <http://www.arizonatele.com/atic/about.html>

**Community Information and Telecommunications Alliance:** CITA is a nonprofit organization dedicated to Building Links To the Electronic Future that will support Arizona's educational, economic and community development. CITA will be a leader working to ensure that all citizens, schools, businesses and organizations in Arizona have access to, and the ability to maximize the use of technology. <http://www.tucsonlink.org/>

**GAZEL, the Greater Arizona eLearning Association:** is an Arizona statewide High-Tech Industry Cluster Organization. We are an alliance of eLearning providers, entrepreneurs, educators, eLearning practitioners, and consumers of eLearning technology and services. <http://www.gazel.org/>

**Arizona Telecommunications and Information (ATI) Institute:** The Arizona Telecommunications and Information Institute is dedicated to supporting and promoting initiatives in the area of advanced telecommunications and information infrastructure that lead to effective deployment and availability of innovative and state-of-the-art broadband services and information technologies for the entire Arizona community. Our objectives are to enhance and expand the region's economic prosperity, global competitiveness, healthcare quality and educational excellence through the increased availability and efficiency of high speed telecommunications for tele-work, e-government, telehealth, telemedicine, eLearning and general quality of life. <http://aztlii.org/>

**Arizona State University Gig-U Member:** <http://www.gig-u.org/ourmembers/intro>

**University of Arizona Gig-U Member:** <http://www.gig-u.org/ourmembers/intro>

**Arizona Competitive Telecommunications Coalition (ACTC)** - <http://www.aztelecom.org/> Contact: Jane Lynch, Administrator, E-mail: [camp@goodnet.com](mailto:camp@goodnet.com). ACTC is an association of competitive providers of telecommunications services in Arizona who seeks to facilitate and encourage pro-competitive telecommunications policies for the benefit of its members and Arizona businesses and consumers.

**First Mile Arizona (FMA)** -Contact: Julia North, Education Manager, Cox Business Services (CBS), (623) 322-8039, E-mail: [julia.north@cox.com](mailto:julia.north@cox.com) or Susan Biller Smith, Executive Director, Arizona Cable Television Association (ACTA), (602) 955-4122, E-mail: [acta@netzone.com](mailto:acta@netzone.com). FMA is a consortium of cable television system operators establishing high-speed connections between the Phoenix and Tucson metropolitan areas and rural communities in Arizona suitable for broadband transmission of communications for voice, video and data throughout the state.

**Rocky Mountain Telecommunications Association (RMTA)** - <http://www.rmta7.org/> 19 Beacon Trail, Clancy, MT 59634, (406) 443-6377, Fax: (406) 443-0591. RMTA promotes the general welfare and best interests of the telecommunications industry in Arizona, Colorado, Idaho, Montana, New Mexico, Utah and Wyoming. Their goal is to promote the provision of the highest quality of service, while remaining financially strong; thereby assuring for the long term a viable local and toll network.

**Arizona-New Mexico Telecommunications Association (ANMTA)** - <http://www.anmta.com/> PO Box 1028, Cedar Crest, NM 87008, (505) 281-3901, Fax: (505) 281-3901. ANMTA seeks to enhance and promote telecommunications services for our members in Arizona and New Mexico and provide affordable and reliable communications services with a competent and professional work force.

**TECH CORPS in Arizona** - <http://www.techcorps.org/about/states/arizona.html> TECH CORPS in Arizona is the state chapter of TECH CORPS, a national non-profit organization organized at a grassroots level, with support from the community, business, government and educational sectors. TECH CORPS recruits, places, and supports volunteers from the technology community who assist schools with the introduction and use of new technologies. They also bring additional technology resources to schools and communities and build partnerships in support of educational technology among educators, businesses and community members.

**Arizona State Public Information Network (ASPIN)** - <http://aspin.asu.edu/> The ASPIN coalition has been pivotal in the establishment of state networking resources establishing Arizona's first connections to what has become the Internet and further extending this connectivity from the Universities, to the rural community colleges, and on to K-12, while building partnerships between University researchers, and the Arizona community. ASPIN facilitates the development of mutually beneficial collaborations by a diverse community of interests unite and combines resources with the K-12 education community to initiate and implement field-based, community-driven projects.

**Northern Arizona University Network (NAUNet)** - <http://www.nau.edu/naunet/> NAUNet Manager, Room 133, Communications Building, Northern Arizona University, PO Box 5676 Flagstaff, AZ 86011-5676, (520) 523-4250. NAUNet is an instructional interactive television (distance learning) system that NAU has built throughout Arizona encompassing over 30 independent sites with an extensive land line, microwave, & satellite network. NAUNet's classrooms are on the campuses of NAU as well as at various community colleges and rural schools.

**NAU Distance Learning Home** - <http://www.distance.nau.edu/>

**NAUNet Interactive Site Map** - <http://www.nau.edu/naunet/naunetmap.html>

**Telecommunications Research Center (TRC)** - <http://www.eas.asu.edu/~trc/> Arizona State University (ASU), PO Box 877206, Tempe, AZ 85287-7206, (480) 965-5311, Fax: (480) 965-8325. TRC is one of the six research centers in the College of Engineering and Applied Sciences (CEAS) at ASU. Established in 1985, TRC's goal is to gain national recognition in the research, teaching, and technology transfer of telecommunication systems and information technologies and consists of faculty members mainly from the Department of Electrical Engineering and the Department of Computer Science and Engineering. Some focus areas of TRC are in Component Technologies, Networking Technologies, and Network Applications.

**Arizona Technology In Education Alliance (AZTEA)** - <http://www.aztea.org/> PMB 292, 1739 E Broadway Ste 1, Tempe, AZ 85282. AZTEA is the state affiliate of the International Society for Technology in Education (ISTE - <http://www.iste.org/>) and a professional organization devoted to technology in education and the learning/teaching process. AZTEA seeks to empower the educational community in Arizona by providing leadership, promoting educational reform and supporting technology-based innovation through their services, activities, programs, and advocacy.

**Government Information Technology Agency (GITA)** <http://www.azgita.gov/> 411 N. Central Ave., Suite 770, Phoenix, AZ 85004, (602) 340-8538, Fax: (602) 340-9044. GITA is responsible for statewide information technology (IT) planning, coordinating and consulting. The GITA Director serves as the Chief Information Officer (CIO) for state government. GITA has responsibility to administer the state's Executive Branch IT resources.

**Telecommunications** - <http://www.azgita.gov/telecom/>

**Arizona's Rural Telecommunication Development Initiatives** - Contact: Brad Trille, Telecommunications Development Manager, 602-340-9698 ext. 204, [brille@azgita.gov](mailto:brille@azgita.gov)

**Telecommunications Open Partnerships for Arizona (TOPAZ)** - <http://www.azgita.gov/telecom/topaz>

[/lopaz\\_summary.htm](#)

[TelcoControl \(Carrier Services\) - http://www.telcocontrol.com/](http://www.telcocontrol.com/)

[Chief Information Officer \(CIO\) Council - http://www.azgita.gov/councils\\_committees/cio/](http://www.azgita.gov/councils_committees/cio/)

[Information Technology Authorization Committee \(ITAC\) - http://www.azgita.gov/councils\\_committees/itac/](http://www.azgita.gov/councils_committees/itac/)

[Digital Government Services Division \(Arizona@YourService\) - http://www.azgita.gov/digital\\_gov/](http://www.azgita.gov/digital_gov/)

[Arizona Technology News - http://www.azgita.gov/tech\\_news/](http://www.azgita.gov/tech_news/)

[Information Technology Resources - http://www.azgita.gov/links/links.htm](http://www.azgita.gov/links/links.htm)

**Arizona Telecommunications System (ATS) - <http://www.ats.state.az.us/>** ATS is the primary source for Wide Area Networking (WAN) services for all executive branch agencies. Agencies utilize their existing operational and project funds to acquire improved integrated services from ATS at a discount generated by the aggregate value of State business.

**Arizona School Facilities Board (SFB) - <http://www.sfb.state.az.us/>** 1700 W. Washington St., Suite 602, Phoenix, Arizona 85007, (602) 542-8501, Fax: (602) 542-6529. The Students FIRST law requires that the Arizona School Facilities Board address technology in its minimum adequacy guidelines for public school districts.

**Arizona Commission for Indian Affairs (ACIA) - <http://www.indianaffairs.state.az.us/>** 1400 W. Washington St., Suite 300, Phoenix, Arizona 85007, Phone: (602) 542-3123, Fax: (602) 542-3223. ACIA assists and supports state and federal agencies in assisting Indians and tribal councils in this state to develop mutual goals, to design projects for achieving goals and to implement their plans.



Fiber To The Home Council Americas

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- LATAM Chapter
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**From:** [Rodríguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** Bittersmith - Letter to Novak  
**Date:** Thursday, October 22, 2015 3:55:29 PM  
**Attachments:** [PHX-#4729659-v1-P2015-001565 - BITTER SMITH LETTER TO NOVAK.docx](#)

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MARK BRNOVICH  
ATTORNEY GENERAL

OFFICE OF THE ARIZONA ATTORNEY GENERAL  
CRIMINAL DIVISION

October 22, 2015

Edward J. Novak  
Polsinelli, PC  
1 East Washington Street  
Suite 1200  
Phoenix, AZ 85004-2568

Re: Bitter Smith

Dear Ed:

Thank you for providing the materials that accompanied your letter of October 15, 2015. There are additional materials that we need to see to ensure that our examination of the activities of Ms. Bitter Smith is comprehensive. As with other materials you have produced, I will provide a copy to Beau Roydsen and Paul Watkins of the Civil Litigation Division of this office.

The following is a list of materials we ask you to produce for our review. We realize that materials you provided on October 15th are a subset of materials requested below from the records of Southeast Cable Communications Association.

Materials from Southwest Cable Communications Association:

- Minutes of all meetings of the board for years 2010 to present;
- Minutes of any board subcommittee charged with supporting, planning and/or supervising lobbying done in behalf of the Association;
- Applications for association membership made by Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010 to 2015;
- Copies of all written or digital communications or correspondence sent to officers, employees, and/or representatives of Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services, Comcast; Suddenlink and/or Time Warner for years 2010 to 2015;

Edward J. Novak  
October 21, 2015  
Page 2

- Any and all financial documentation and/or correspondence related to payment of association membership dues for Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010 to 2015, including but not limited to, checks and/or documents arranging for the auto-deduction of dues from financial institutions;
- Any and all filings with the Arizona Secretary of State related to lobbying made by Southwest Cable Communications Association from its inception to the present; and
- Books and records that demonstrate the share of operational costs paid by each association member for years 2010 to present.

Materials from Technical Solutions:

- All filings with the Arizona Secretary of State related to lobbying made by Technical Solutions, its owners or any employees from its inception to the present; and
- Any written or digital communication or correspondence from Ms. Bitter Smith or any employee of Technical Solutions with any officer, employee and/or representative of Cox Enterprises, Inc.; Cox Communications, Inc.; CoxCom, L.L.C.; Cox Communications Arizona, L.L.C.; Cox Arizona Telcom, L.L.C.; entities identified by the trade names Cox Communications, Coxcom, and/or Cox Business Services; Comcast; Suddenlink and/or Time Warner for years 2010-2015.

Information and materials from Ms. Bitter Smith:

- A written waiver of any attorney and client privilege that may exist between Ms. Bitter Smith and attorney Randy Nelson or Technical Solutions and Randy Nelson regarding communications with Ms. Bitter Smith related to her election to the ACC, her service at the ACC and/or voting conflicts at the ACC; and
- All filings with the Arizona Secretary of State made by Ms. Bitter Smith.

Thank you again for your cooperation.

Sincerely,

Donald E. Conrad  
Assistant Attorney General  
Criminal Division  
DEC:lsr

#4729659

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** Brady Policy  
**Date:** Monday, November 30, 2015 10:09:58 AM  
**Attachments:** PHX-#710349-v5-BRADY POLICY PROTOCOL.DOC

---

See attached.

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



**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** Call Tom Rankin (cell) after lunch - 520 [REDACTED]  
**Date:** Monday, December 07, 2015 11:40:18 AM

---

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

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** Can you sign stuff before you leave?  
**Date:** Wednesday, December 02, 2015 2:08:23 PM

---

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** can you sign stuff?  
**Date:** Friday, October 30, 2015 2:20:32 PM

---

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Perkovich, Mark](#)  
**Cc:** [Maya, Autumn](#)  
**Subject:** Car for Don Thursday 11/5?  
**Date:** Monday, November 02, 2015 10:21:44 AM

---

I will need the keys Weds night for all day. Can you guys help me? I already got a car from HCFA for me, Autumn and Bobbie to go to Tucson that day. 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)

**From:** Rodriguez, Lisa  
**To:** Shabi, Shaylin; Maya, Autumn  
**Subject:** Case Modification  
**Date:** Monday, October 19, 2015 1:47:21 PM  
**Attachments:** PHX-#4723602-y1-P-2015-1675-OTH-SIS APPROVED CASE MODIFICATION.PDF

---

Shaylin/Autumn – This form was not provided to Gilda as an FYI. As a reminder, please ensure the assigned OA for the file gets a copy. Thanks. Lisa

**LEGAL FILES**  
 File Set-Up  
 File Manager  
 Case Phase

Initials: S.J.  
Date: 10/14/15

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

**CASE MODIFICATION FORM**

CASE NAME: [REDACTED] et al.  
LF NO.: P-2015-1675  
AGENT: E. Lopez

**THE FOLLOWING CHANGES HAVE BEEN MADE TO THIS CASE:**

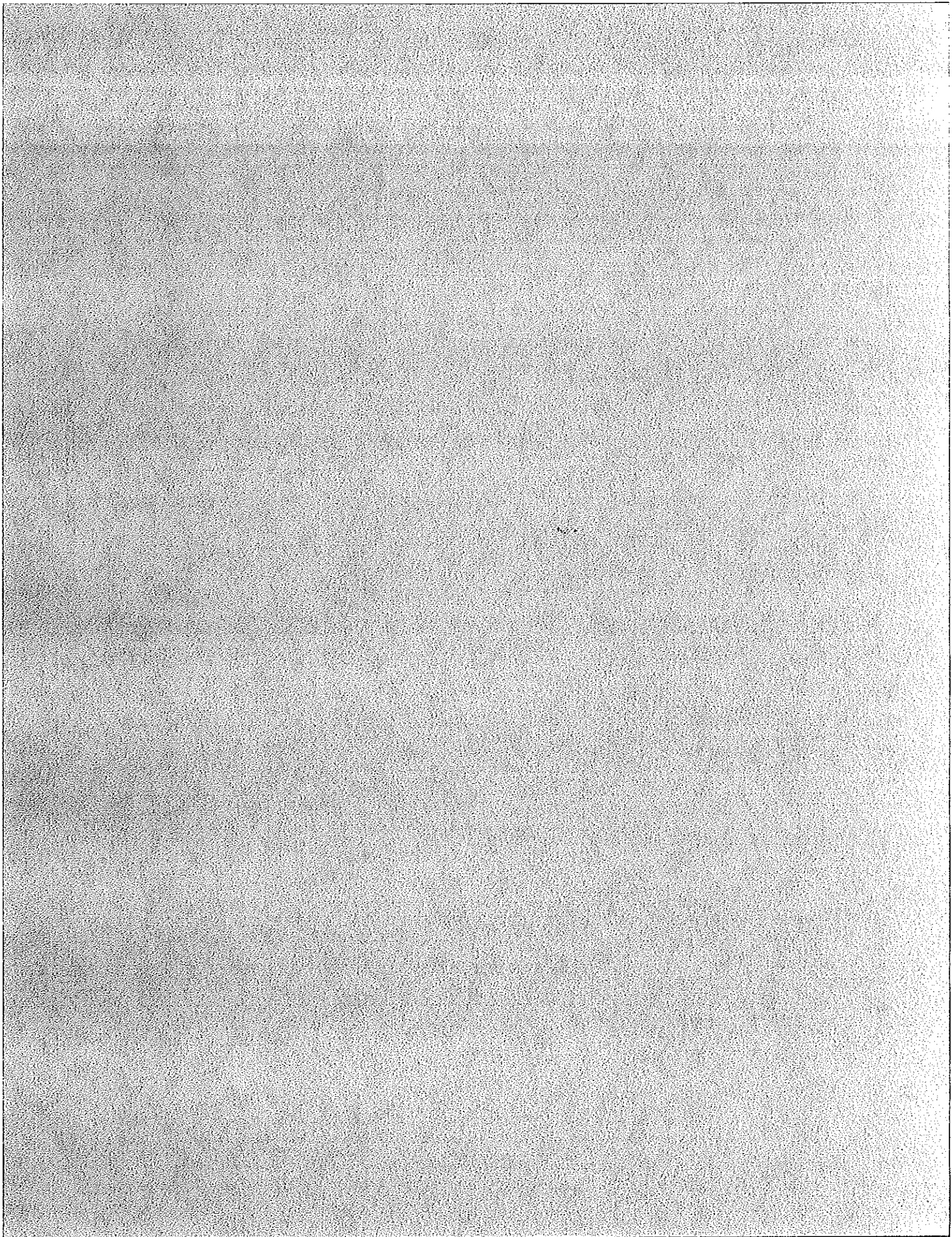
This case name will be changed to [REDACTED]  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EFFECTIVE DATE: 10/13/2015  
\_\_\_\_\_

**APPROVALS:**

SUPERVISOR [Signature] DATE: 10/13/2015  
CHIEF AGENT [Signature] DATE: 10/13/2015





**From:** Rodriguez, Lisa  
**To:** Welch, Leslie  
**Subject:** Changes in Criminal Division  
**Date:** Wednesday, December 23, 2015 9:30:25 AM

---

Criminal Division Chief Donald E. Conrad will again retire on January 8, 2016. Don returned to the position of Division Chief Counsel after being retired from this office for four years. I appreciate the hard work and dedication Don has brought to my first year in this office. Thank you for your service Don!

I am pleased to appoint Paul Ahler as the Criminal Division Chief Counsel, effective January 11, 2016. Paul is a veteran prosecutor and served as the Chief Deputy for the Maricopa County Attorney's Office for 12 years. I anticipate a seamless transition and look forward to working with Paul.

I am also pleased to appoint Zora Manjencich to the Criminal Division as an Assistant Division Chief. Zora currently is the Assistant Division Chief in the Child & Family Protection Division. Zora will work closely with Paul and manage the Fraud & Special Prosecution Section. Zora worked at the Maricopa County Attorney's Office for approximately nine years, handling high-profile sex crime cases. Zora also serves on the Arizona Human Trafficking Council.

Hope you all have a Happy Holiday and a safe New Year!

Mark Brnovich  
Arizona Attorney General



**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** civil is sending me a form.  
**Date:** Monday, October 05, 2015 10:44:22 AM

---

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

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** come help me please  
**Date:** Wednesday, October 28, 2015 2:10:06 PM

---

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

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** Confirmed - 12/17 w/Keppel. 11:30am. Need to tell him where.  
**Date:** Monday, December 14, 2015 10:13:09 AM

---

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** CPA ---- HCFA  
**Date:** Wednesday, October 28, 2015 3:00:14 PM

---

When Izzy transfers to HCFA, Dottie will transfer at the same time to CPA. SAG0295 is to replace Dottie in MF1. We still need to fill Curatola (a Special Agent spot) and Arvizu (FIA spot). So can Izzy/Dottie transfer go through now?

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Juarez, Maride](#); [Garcia, Bobbie](#); [Smith, Annette](#); [Martinez, Gilda](#); [Tanner, Heather](#); [Jimenez, Martita](#); [Maya, Autumn](#)  
**Cc:** [Rodriguez, Lisa](#)  
**Subject:** CPUs/Monitors - Extra  
**Date:** Tuesday, November 17, 2015 2:28:05 PM  
**Attachments:** [Untitled.PDF - Adobe Acrobat Pro.pdf](#)

---

Ladies – Please see the attached list and provide me room numbers for each staff member before I send the list to Ken. I am also gathering a list of what needs to be ordered and will seek approval to fund additional monitors and CPUs. Please see below for what I believe we need to order from reviewing your requests:

BCS – Ordered previously. Should not need additional CPUs/Monitors, correct?

DRG – Good to go. Maride see me re: Kalon's old CPU/Monitors please.

FRS – 12 additional 24" monitors needed.

FSP – Good to go.

HCFA – 6 additional 24" monitors needed.

OVS – 5 additional CPUs needed. 8 additional 24" monitors needed.

SIS – 1 additional CPU needed/1 additional 24" monitor needed for intern.

SIS-HCFA – 6 additional 24" monitors needed.

Autumn – are there no other monitors needed in SIS?

Please provide updates/changes to me asap. Call me if you have any questions or if this is confusing.  
Thanks. Lisa

**Rodriguez, Lisa**

---

**From:** Holtkamp, Ken  
**Sent:** Thursday, October 15, 2015 4:46 PM  
**To:** Rodriguez, Lisa  
**Subject:** Inventory 17 monitors 7 PC's

Monitors

CNOXPGOH74445 [redacted] Tucson > OVS BOCKS Done ✓  
CNOXPGOH74445 [redacted] Tucson  
CNOXPGOH74445 [redacted] FSP Intern  
CNOXPGOH74445 [redacted] FSP Intern  
CNOXPGOH74445 [redacted] DRG Intern  
CNOXPGOH74445 [redacted] DRG Intern  
CNOXPGOH74445 [redacted] SIS Intern  
CNOXPGOH74445 [redacted] SIS Intern  
CNOXPGOH74445 [redacted] Briana - OVS  
CNOXPGOH74445 [redacted] MARISOL - OVS  
CNOXPGOH74445 [redacted] Brian - OVS  
CNOXPGOH74445 [redacted] Ken - FRS  
CNOXPGOH74445 [redacted] Steve - FRS  
CNOXPGOH74445 [redacted] Rankin - FRS-T  
CNOXPGOH74445 [redacted] Clayton - FRS-T  
CNOXPGOH74445 [redacted] SIS  
CNOXPGOH74445 [redacted] SIS

Pc's

93F [redacted] Tucson OVS > BOCKS > Done ✓  
93F [redacted] FSP Intern  
FH9 [redacted] FSP Intern  
FH9 [redacted] DRG Intern  
FH9 [redacted] DRG Intern  
FH9 [redacted] SIS Intern  
FH9 [redacted] SIS Intern

Thank you!

**Ken Holtkamp**  
Technical Services Manager

---



Office of the Attorney General  
Information Services Section  
1275 W. Washington  
Phoenix, AZ 85007  
Desk: 602.542.8061  
[Ken.Holtkamp@azag.gov](mailto:Ken.Holtkamp@azag.gov)

**From:** [Rodriguez, Lisa](#)  
**To:** [Neumann, Valerie](#)  
**Cc:** [Garcia, Mia](#); [Anderson, Ryan](#)  
**Subject:** CRM - October - EXO Rolling Report - Confidential/Privileged - Not for Public Dissemination  
**Date:** Friday, October 30, 2015 6:13:48 PM  
**Attachments:** [PHX-#4328207-v12-CRM - ADMIN - ROLLING REPORT FOR EXO.docx](#)

---

Please see CRM's October report attached. Have a good weekend! Lisa

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Cc:** [Rodriguez, Lisa](#)  
**Subject:** CRM - PROCEDURE - SIS - OPENINGS-CLOSINGS  
**Date:** Friday, October 02, 2015 8:27:52 AM

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Autumn – Please review this draft process for SIS Case Opening Sheets, by handwriting any additional edits you feel that we need. Also, please include any steps that I have missed, especially at the end of the document. I’m not sure what happens once the file is opened in LF and signed off. I hope this helps as a start to clear up all the confusion. We will definitely need to lessen the time it takes the process from when SISAdmin gets the case to open and when the case gets signed off, but I trust that you will work on ensuring that process is adjusted to ensure timeliness. I will work on the SIS Case Close Out processes next. See me with your edits. 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)



**From:** [Rodriguez, Lisa](#)  
**To:** [Momich, Jelena](#)  
**Cc:** [Conrad, Donald](#)  
**Subject:** CRM - Winter Edition Newsletter  
**Date:** Tuesday, December 01, 2015 4:17:02 PM  
**Attachments:** [PHX-#10168-v3-CRM - NEWSLETTER SUBMISSIONS.doc](#)

---

Hi Jelena! Please see attached. Let me know if you have any questions! Lisa

**CRIMINAL DIVISION  
NEWSLETTER SUBMISSION  
OCTOBER - DECEMBER, 2015  
"WINTER EDITION"**

**CRIMINAL DIVISION:**

The Season of  
**Giving**  
is here!

**HOMELESS CARE BAGS**

Sponsored by the Criminal Division  
*The gift of giving to those in need!*

Please help by donating the following travel-sized items:

Band aids	Granola Bars
Bottled Water	Mouthwash
Brushes/combs	Packets of tissues
Chap-Stick	Small non-perishable snacks
Dooderant	Shampoo and conditioner
Hand lotion	Soap
Hand sanitizer	Sunscreen
Hygiene Items	Toothbrush/Toothpaste

\*\*Cash donations can be given to Rosie Abril\*\*

All donated items will be collected on December 16<sup>th</sup> during our Holiday Potluck.  
Coordination and distribution of packages will be the week of December 21<sup>st</sup>.

**BORDER CRIMES SECTION:**

Lindsay St. John has joined the BCS Section. Lindsay was a prosecutor working at the Pima County Attorney's Office since 2006 where she handled complex felonies. Welcome Lindsay!



Marie Karmes was promoted to Legal Assistant in BCS! Congrats Marie!

Section Chief Kim Ortiz was recognized the Federal Bureau of Investigation, Phoenix Division, for her "professional excellence, outstanding leadership, contributions and successes in prosecuting fraud schemes in Arizona." In one case, Herbert Ivan Kay was convicted on two counts of Fraudulent Schemes following a lengthy investigation. Over the course of 13 years, Kay built a Ponzi-type scheme in which he infused business LLCs with new investor money, and then used that money to help pay for the pre-existing business debts and obligations. Many of Kay's failed enterprises hinged on false misrepresentations and material omissions made to new investors. Kay was sentenced to five years in prison, followed by a consecutive term of probation and was ordered him to pay over \$8 million dollars in restitution to victims. In the second case, Michael Allen Fricker, a principal of Salt River Solar & Wind, LLC (SRSW), was convicted on Fraudulent Schemes and Conducting a



Criminal Enterprise following another lengthy investigation. SRSW's business model relied on grant programs and incentives from Tucson Electric Power (TEP) for solar and other renewable energy project developers to receive a direct federal grant in lieu of an investment tax credit. TEP's rebate program offered a cash incentive for consumers to install renewable energy – specifically solar panel systems. After SRSW installed the solar panel system, TEP would inspect the system, and then issue the rebate check to SRSW. However, in several instances, SRSW failed to reimburse customers as agreed, even though TEP had issued the rebate incentive checks to SRSW. The TEP program is now defunct, due largely to fraudulent practices like those of SRSW. In May, 2015, Fricker was sentenced to five years in prison, followed by a consecutive term of probation, and was ordered him to pay \$1 million dollars in restitution to his victims.

**DRUG & RACKETEERING SECTION:**

While the DRG Section has been very busy with complex drug investigations, including in-custody cases, some staff members snuck off to take awesome vacations!



Nick Saccone recently vacationed at the Olympic National Park. Breathtaking views!



Where's Gina?

Ginamarie Saris road-tripped through Utah's Mighty 5 National Parks. Gina is pictured in front of the Arches in Moab, Utah. Fun!

**FRAUD & SPECIAL PROSECUTION'S SECTION:**

Shawn Steinberg has joined the FSP Section. Shawn has been a prosecutor working at the Maricopa County Attorney's Office since 1999 where she handled a wide-range of felonies. Welcome Shawn!

The Fraud and Special Prosecutions Section has established a new relationship with the Department of Public Safety's Career Criminal Unit. The mission of the Career Criminal Unit is to pro-actively target and investigate those persons who have demonstrated prolific violent criminal tendencies and blatant disregard for the law as a group or as individuals. The Unit's investigative focus is on those individuals who engage in organized criminal activity and those individuals who have demonstrated overt violent criminal proclivities. **Brett Harames** and **Shawn Steinberg** will be working closely with this Unit.



## FINANCIAL REMEDIES SECTION:

FRS is pleased to announce the addition of three new employees who started in November.



**Alzira Lopes** joined the Phoenix office as a Legal Secretary. She has extensive experience with complex litigation

**Elizabeth (Liz) Amarillas** was promoted to a Legal Secretary in FRS! Congrats Liz!



**Reyna Celis** joined the Tucson office as a Senior Paralegal. Prior to joining the AGO, Reyna worked for the Pima County Public Defender's Office.

Welcome to the FRS team!



On December 11, 2015, **Katrin Nelson** will conclude her lengthy career with the AGO. Katrin began work as an AAG for the Arizona Healthcare Cost Containment System Fraud Unit in 1985 to 1986, and for the RICO Section of the Financial Fraud Division from 1986 to 1988. Katrin also worked for several years as a City of Phoenix prosecutor and as the Acting Director of the Civil Rico Drug Enforcement Project of the National Association of Attorneys General in Washington, D.C. Katrin rejoined FRS in May 1990 where she has worked on wide range of racketeering matters. Good luck Katrin!



In October, FRS worked closely with the SGO to intervene in and defend a pending federal lawsuit that challenges the constitutionality of Arizona forfeiture laws. Though the matter is pending, the SGO and FRS prepared and filed a detailed motion to dismiss the claims in the federal lawsuit this fall.

**Kenneth Hughes** recently participated in a multi-agency investigation of two Valley smoke shops suspected of selling the dangerous drug "spice." The investigation was conducted by the Mesa Police Department with the assistance of the AGO, Department of Public Safety, Drug Enforcement Administration and Scottsdale Police Department. Tens of thousands of individually-packaged hits of spice were seized, in addition to over \$850,000 of suspected drug proceeds. A forfeiture action is pending.

**Eric Rothblum** supported a lengthy financial crimes investigation into a suspected \$4 million prostitution ring. The ring operated under the guise of massage parlors throughout the Phoenix area. Pursuant to service of a seizure warrant secured by FRS, and coordinated to coincide with service of search warrants and arrests, the State seized real estate, bank accounts, vehicles, jewelry and other luxury items believed to be instruments or proceeds of prostitution. Criminal charges are pending and the criminal case is being prosecuted by **Kalon Metz** in FSP. The investigation was conducted in conjunction with FSP, SIS and the Arizona Financial Crimes Task Force.

## HEALTHCARE FRAUD & ABUSE SECTION:

**Faisal Ullah** obtained a 4-year prison sentence in September against Edward Sayegh, M.D. Sayegh was also ordered to pay \$42,920 in restitution. This was a multi-agency investigation with SIS, led by SA **Travis Williams**, and the United States Drug Enforcement Administration. The positive impact of stopping the distribution of prescription pain medicine that had funneled through the Phoenix medical office of Dr. Sayegh is significant. The estimated street value of the prescription pain pills being improperly distributed had a street value of five million dollars. Great job!

**Jesse Delaney** obtained a 5-year prison sentence in November against Marcus Brent who pled guilty to Theft/Financial Exploitation of a Vulnerable Adult. Also, co-defendant, Griselda Railey was sentenced to three years of probation following her guilty plea. This case involved a mentally confused 84 year old Tucson woman who was financially exploited out of \$64,000 by the defendants who developed a relationship to assist her with her activities of daily living. Both defendants have been ordered to pay restitution to the victim. The investigation was led by SIS SA **Jose Pimienta**. Congrats!

## OFFICE OF VICTIM SERVICES SECTION:

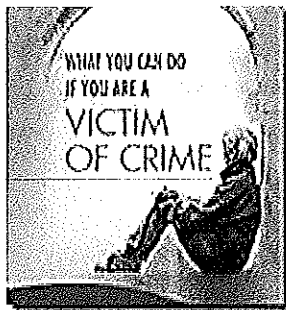


**Albert Fimbres** began work as a Victims' Rights Advocate in the Tucson office in September. He previously worked at the Pima County Adult Probation where he coordinated with probationers on a daily basis as a Surveillance Officer and a Community Restitution Specialist.

## CLE OPPORTUNITY:

What: Victims' Rights through the Criminal Justice System  
When: December 11th at 10:00am  
Where: Cap Center Basement

People from all backgrounds are victimized every year. Whether it is ourselves, our co-workers, family or friends, we will encounter crime victims in our everyday lives and knowing the appropriate rights and resources available is critical. To exercise your victims' rights, you must first know what the rights are. **People are generally more familiar with rights of the defendant, but what about the victims?** This workshop is designed to provide the AGO community with a basic understanding of victims' rights in Arizona. Come and learn the rights that are afforded to victims at every stage of the criminal justice process, who should provide those rights and how victims exercise those rights. We encourage everyone to attend, especially employees that are responsible for the provision of victims' rights in their current role at the AGO.



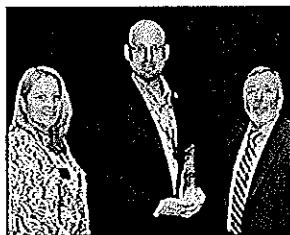
### **CELL PHONE/TABLET DRIVE:**

Thank you to those who donated cell phones and tablets in recognition of **Domestic Violence Awareness Month** in October. Boxes for donations will remain in the break rooms throughout the year, so please continue to make donations as

you upgrade your phones or tablets for the holidays. Cell phones are recycled through Shelter Alliance and the funds received are used to assist victims participating in the Arizona Coalition for Victim Services Relocation Program. This program provides transportation, gas cards etc. to help ensure the safety of a domestic violence victim in need of relocating. As a reminder, your donations are tax deductible and are much appreciated!

## SPECIAL INVESTIGATIONS SECTION:

In November, Special Agent Travis Williams was honored by the National Association of Drug Diversion Investigators (NADDI) as the 2015 Investigator of the Year. In presenting this award, the National President of NADDI remarked on Travis' "acumen in working



*NADDI Representatives  
with SA Williams (center)*

drug related health care fraud cases with the dedication and patience to the long term investigative practices that is needed to bring these cases to prosecution." Travis had been nominated for the national award by the

President of the Arizona chapter of NADDI who knew of his outstanding work since joining the AGO in July, 2013. Travis earning this award is a testament to the hard work and dedication he has exhibited on large fraud cases such as the Dr. Edward Sayegh case. Congrats Travis!



In October, **Mark McClain** was promoted to Special Agent Supervisor of SIS, Health Care Fraud and Abuse Unit. Mark joined the AGO in 2012 and, up until his promotion, served as a Special Agent in the Prescott office. Mark is known for his dedication and his ability to be a team player and persevere during challenging times. His presence amongst co-workers, attorneys and leadership, is greatly appreciated and his promotion is well deserved. Congratulations Mark!

A special thanks to SA **Ron Davis** who was instrumental in managing the HCFA Unit until SAS McClain was promoted. SIS appreciates Ron taking on the Acting Supervisor role to assist SAS McClain with a smooth seamless transition into his leadership role. Thank you Ron!

#10168v3

Lisa Rodriguez

12/01/15

**From:** Rodriguez, Lisa  
**To:** Alleman, Paula; Dailey, Mike; Ortiz, Kim; Duplissis, Steve; Ahler, Paul; Perkovich, Mark  
**Cc:** Rodriguez, Lisa; Conrad, Donald; Bailey, Michael; Lopez, John; Juarez, Maride; Garcia, Bobbie; Jimenez, Martita; Smith, Annette; Martinez, Gilda; Maya, Autumn  
**Subject:** CRM Brady Policy - Updated 12/17/15  
**Date:** Thursday, December 17, 2015 5:12:14 PM  
**Attachments:** Untitled.PDF - Adobe Acrobat Pro.pdf

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Per Don Conrad, please see the updated Brady Policy attached. Please forward it to your attorneys, legal assistants and investigative staff. Thanks. Lisa

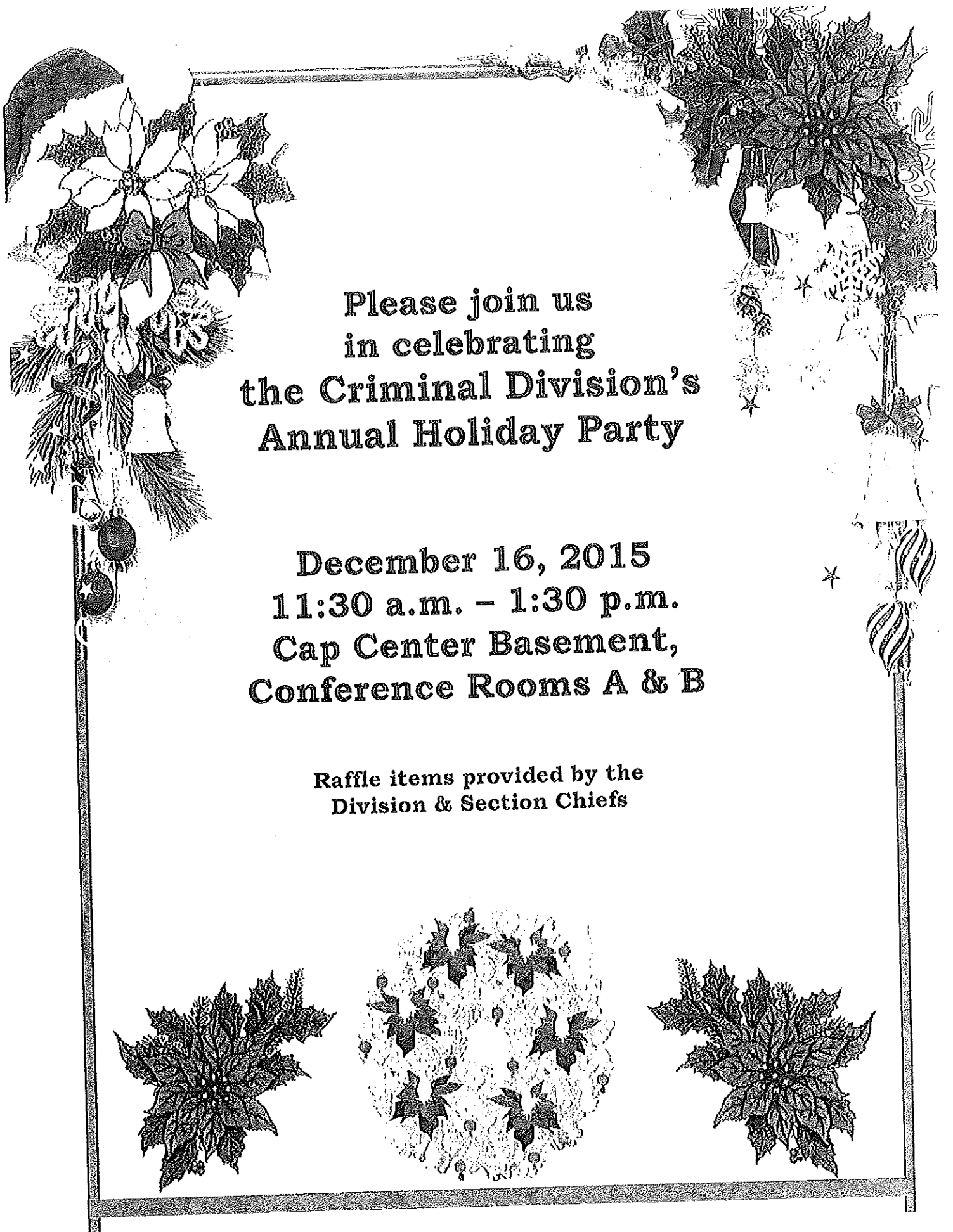
Lisa Rodriguez  
Legal Administrator  
Arizona Attorney General's Office  
Criminal Division  
(602) 542-8488  
lisa.rodriguez@azag.gov

**From:** [Rodriguez, Lisa](#)  
**To:** [Brnovich, Mark](#); [Bailey, Michael](#); [Kredit, Beth](#); [Neumann, Valerie](#); [Hollin, Elizabeth](#)  
**Subject:** CRM Division Holiday Party  
**Date:** Tuesday, October 27, 2015 2:39:27 PM  
**Attachments:** [20151027092655503.pdf](#)

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Please see the attached flyer for the Criminal Division's Annual Holiday Party. Hope you can make it.

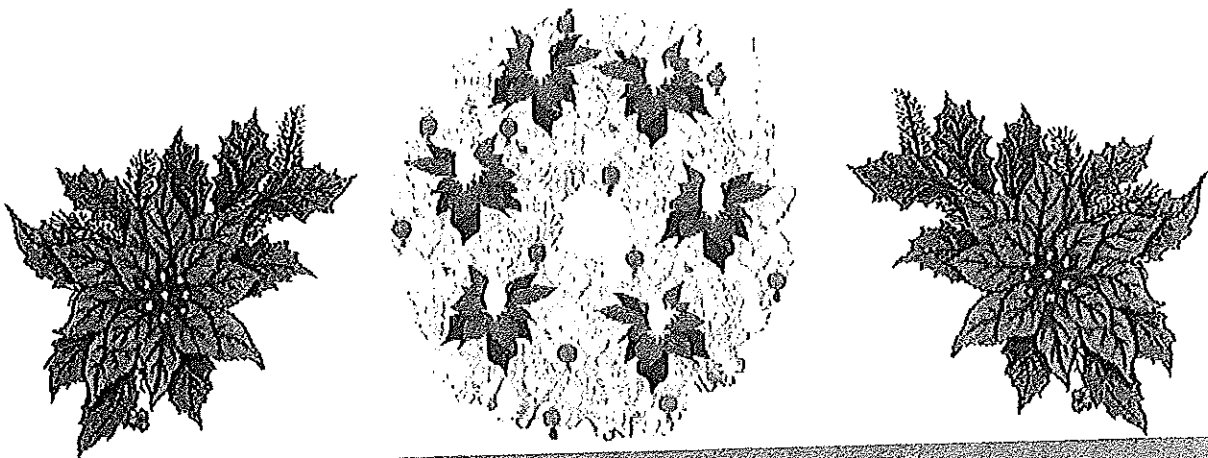
Lisa



**Please join us  
in celebrating  
the Criminal Division's  
Annual Holiday Party**

**December 16, 2015  
11:30 a.m. – 1:30 p.m.  
Cap Center Basement,  
Conference Rooms A & B**

**Raffle items provided by the  
Division & Section Chiefs**



**From:** Rodriguez, Lisa  
**To:** Neumann, Valerie  
**Cc:** Anderson, Ryan; Garcia, Mia; Rodriguez, Lisa  
**Subject:** CRM Division Rolling Report - November, 2015 - PRIVILEGED NOT FOR PUBLIC DISSEMINATION  
**Date:** Monday, November 30, 2015 4:38:30 PM  
**Attachments:** PHX-#4328207-v12-CRM - ADMIN - ROLLING REPORT FOR EXO.docx

---

Please see the attached report for November. Lisa



**From:** [Rodriguez, Lisa](#)  
**To:** [Neumann, Valerie](#)  
**Cc:** [Rodriguez, Lisa](#); [Anderson, Ryan](#); [Garcia, Mia](#)  
**Subject:** CRM Rolling Report - September, 2015 - ATTORNEY-CLIENT PRIVILEGED - NOT FOR PUBLIC DISSEMINATION  
**Date:** Thursday, October 01, 2015 4:14:24 PM

---

All – Please see the attached Rolling Report for CRM. Lisa

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Cc:** [Rodriguez, Lisa](#)  
**Subject:** Dailey  
**Date:** Thursday, December 10, 2015 1:34:15 PM

---

1991

\$117,000 – High

\$105,203 – Mid

\$93,835 – Low

No CRM 1991

1992 - \$99,067 – Harris – FSP

Holiday Inn Express – No extra discount. The State maximum rate for lodging is below:

Jan – March - \$161

April – May - \$120

Jun – August - \$89

September \$113

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

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Subject:** Dan is coming Monday!  
**Date:** Friday, October 02, 2015 1:29:59 PM

---

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

**From:** Rodriguez, Lisa  
**To:** Perkovich, Mark  
**Subject:** Dan  
**Date:** Monday, November 09, 2015 2:58:20 PM

---

I haven't forgotten. I'll have something completed by tomorrow afternoon for your review. Sorry for the delay.

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

**From:** Rodriguez, Lisa  
**To:** Conrad, Donald  
**Cc:** Ahler, Paul; Rodriguez, Lisa  
**Subject:** DOI  
**Date:** Monday, December 14, 2015 3:01:23 PM

---

Don -- We need to call the guy back from DOI about the ISA. Do you want me to set something up with Phil to attend a conference call. We not only need to work out the questions he had re: rent, indirect costs, payments, etc, but we also must ask them to increase the ISA by \$2,700 (\$2,100/PS & \$600/ERE) to accommodate the counter-offer for Monica. We need to do this right away! Lisa

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** Downtown Hotel  
**Date:** Wednesday, December 02, 2015 4:38:47 PM

---

FYI – The General Manager is supposed to get back to me tomorrow.

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Romeo, Lisa](#)  
**Cc:** [Rodriguez, Lisa](#); [Conrad, Donald](#)  
**Subject:** eDiscovery Workbook - CRM  
**Date:** Thursday, October 01, 2015 9:58:12 AM

---

Lisa -- Please see Donald Conrad's eDiscovery Workbook attached. 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)

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** Emails  
**Date:** Wednesday, November 18, 2015 3:41:06 PM

---

I deleted a ton of back/fourth emails re: HR stuff from your box. If you want to review them, check your trash. Otherwise, I'm on it.

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



**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Subject:** ETEs  
**Date:** Friday, December 18, 2015 10:21:54 AM

---

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)

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Subject:** Follow-Up  
**Date:** Thursday, December 17, 2015 4:20:43 PM

---

Autumn – This email is to follow-up our conversation today wherein I expect to know when you are out of the office such as days like today where you were at the warehouse for several hours. Furthermore, I would like you to email me when you arrive to work and when you leave the office for the day. Please confirm your work hours with me as well. I understand your hours to be 8:00am to 4:30pm, with a half hour lunch, but I do not have an Alternative Work Schedule on file. Any deviation from the office hours of 8:00am to 5:00pm must have that form completed. Please complete the form asap so that you and I are on the same page as to time-in, time-out and your scheduled lunch break. You have been very good about notifying me, in advance, when you have search warrants and I appreciate that. I want the same consideration for when you are out of your office, at an off-site facility or meeting.

If you have any questions about my request, please see me. Otherwise, starting Monday, December 21<sup>st</sup> please begin this check-in/out procedure via email. Lisa

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

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** FW: 1:1 Meeting Reschedule  
**Date:** Thursday, November 12, 2015 10:59:52 AM

---

FYI – Reset to tomorrow at 2:30pm.

---

**From:** Perkovich, Mark  
**Sent:** Thursday, November 12, 2015 10:57 AM  
**To:** Rodriguez, Lisa  
**Subject:** 1:1 Meeting Reschedule

Good morning, Lisa. Can you see if you can reschedule my meeting this afternoon with Don? I have a case briefing to attend over at HIDTA and it is at the same time as our 1:1 (3:00).

Thanks in advance-  
Mark

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** FW: 2:30  
**Date:** Monday, October 19, 2015 3:12:30 PM  
**Attachments:** [image001.png](#)

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**From:** Kredit, Beth  
**Sent:** Monday, October 19, 2015 2:52 PM  
**To:** Rodriguez, Lisa  
**Subject:** 2:30

Apparently something came up and she can't make it. She is going to try to call and do the interview by phone if Mark is available when she calls. I will let you know if that happens and if he wants Don in there with him.

Beth Kredit  
*Executive Assistant to Attorney General Mark Brnovich*  
Office of the Attorney General  
602-542-8005  
[Beth.Kredit@azag.gov](mailto:Beth.Kredit@azag.gov)



**From:** [Rodriguez, Lisa](#)  
**To:** [Abril, Rosie](#); [Acuna, Arthur](#); [Ahler, Paul](#); [Alleman, Paula](#); [Barnell, Connie](#); [Barrick, Liz](#); [Blake, Scott](#); [Borba, Julie](#); [Boyd, Brian](#); [Bushor, Aaron](#); [Canez, Stacey](#); [Carranza, Enerelda](#); [Clark, Linda](#); [Conrad, Donald](#); [Conti, Matthew](#); [Corbin, Monica](#); [Cox, Peni](#); [Crowley, Jason](#); [Duplissis, Steve](#); [Gadow, Blaine](#); [Giltner, Cynthia](#); [Harames, Brett](#); [Harriss, Mary](#); [Hogan, Michelle](#); [Hunt, Sheree](#); [Jaquez, Elvira](#); [Josyula, Paru](#); [Juarez, Maride](#); [Kvesic, Andy](#); [Lawson, Todd](#); [Martinez, Gilda](#); [McGary, Mary](#); [Metz, Kalon](#); [Moan, Christina](#); [Palmer, Lori](#); [Pfohl, Linda](#); [Powell, Michael](#); [Quigley, Maura](#); [Ramirez, Maria](#); [Rivas, Dominique](#); [Robinson, Lisa](#); [Rodriguez, Lisa](#); [Rudnick, Beverly](#); [Saccone, Nicholas](#); [Sands, Dan](#); [Saris, GinaMarie](#); [Sherman, Tanika](#); [Smith, Annette](#); [Ullah, Faisal](#); [Voris, Shannon](#); [Waters, Joseph](#); [Williams, Renee](#)  
**Subject:** FW: 2015 Criminal Division Holiday Project  
**Date:** Tuesday, December 01, 2015 8:52:11 AM  
**Attachments:** [201511301720.pdf](#)

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I'm resending this to you all as I didn't send it to the group with the support staff. Sorry! :D

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, November 30, 2015 5:32 PM  
**To:** Keppler, Carol; Piano, Vince; Rodriguez, Lisa; Amarillas, Elizabeth; Arciniega, Monica; Bojorquez, Daniela; Bradford, Allison; Clark, Douglas; Claxton, Naomi; Emerson, Jordan; Jimenez, Martita; Karmes, Marie; Klingerman, Nicholas; Kreamer-Hope, Jared; Morrow, Nanette; Moser, Josh; Ortiz, Kim; Rankin, Thomas; St. John, Lindsay; Yourgulez, Imelda; Baldner, Victoria; Dailey, Mike; Formanek, Anne; Garcia, Bobbie; Hauger, Royce; Hofland, Katherine; Hughes, Kenneth; Layton, Richard; Lopes, Alzira; Lujan, Susana; Nelson, Katrin; Palomo, Louisa; Porth, Sandy; Rothblum, Eric; Sargeant IV, William; Womack, Stephen; Bickes, Brian; Bobertz, Briana; Bocks, Amy; Chapman, Colette; Fimbres, Alberto; Flores, Kirstin; Harper, Alison; Jackson, Kennesha; Magana, Maria; Moreno, Jonathan; Rucker, Alexandra; Tanner, Heather; Villagran, Marisol; Ahler, Paul; Alleman, Paula; Barrick, Liz; Blake, Scott; Boyd, Brian; Campagnolo, Ted; Conrad, Donald; Conti, Matthew; Crowley, Jason; Delaney, Jesse; Duplissis, Steve; Gadow, Blaine; Giltner, Cynthia; Harames, Brett; Harriss, Mary; Hogan, Michelle; Kvesic, Andy; Lawson, Todd; Macias, Carolyn; McGary, Mary; Metz, Kalon; Pacheco, Andrew; Powell, Michael; Quigley, Maura; Rudnick, Beverly; Saccone, Nicholas; Ullah, Faisal; Waters, Joseph; Acosta, Danya; Ali, Dilsher; Arvizu, Francisco; Boyd, Chuck; Buhrow, Lauren; Cardenas, Sandra; Carroll, Michael; Connell, Jim; Conroy, Dorothy; Cuellar, Paul; Cunningham, Scott; Davies, Georgia; Davis, Ronald; Dison, Wes; Duncan, Lola; Eckert, Robert; Edwards, Michael; Fritz, Denise; Fuentes, Ismael; Green-Wolfe, Katie; Griffiths, Frank; Hill, Virginia; Huante, Luis; Jackson, Ronald; Lamerson, James; Little, Jawan; Loftus, Charles; Loomis, Buddy; Lopez, Elizabeth; MacDonald, Madison; Madsen, Annalisa; Maya, Autumn; McClain, Mark; Myers, Bruce; Nebrich, Dennis; Nusbaum, Roger; Olney, Jon; Opp, Melissa; Ortiz, Daniel; O'Shea, Peggy; Parenteau, Todd; Perkovich, Mark; Perreira, Ron; Peterson, Norman; Pimienta, Jose; Roberts, Mark; Russell, Bradley; Schelbrack, Gina; Schwegel, James; Segoviano, Carolina; Shabi, Shaylin; Shaw, Michele; Spencer, Kevin; Sterrett, Ron; Stumpf, Caitlin; Taylor, Timothy; Thomas, Keith; Walsh, John; Warnock, Don; Watola, Donald; Wilkins, Brady; Williams, Travis; Woods, Dan  
**Cc:** Rodriguez, Lisa  
**Subject:** 2015 Criminal Division Holiday Project

As many of you know, for several years, we have participated in various projects during the holiday season to assist our community. This year, we are hoping to assemble care bags with necessities to give out to the homeless men and women at Central Arizona Shelter Services and around our office. Please see the attached flyer and either bring your donation to the CRM Holiday Party on December 16<sup>th</sup> or Rosie will have a box by the Criminal Division Reception area. Look under your sinks and clear out your unused hotel toiletries! In addition, cash donations can be given to Rosie to purchase items needed. We will be assembling the bags during the week of December 21<sup>st</sup>. Hope we can make this project a success to assist those in need during this holiday season!

Thanks!

Your CRM Division Holiday Party Planners

The Season of  
**Giving**  
is here!

**HOMELESS CARE BAGS**

**Sponsored by the Criminal Division**

*The gift of giving to those in need!*

**Please help by donating the following travel-sized items:**

**Band aids  
Bottled Water  
Brushes/combs  
Chap-Stick  
Deodorant  
Hand lotion  
Hand sanitizer  
Hygiene items**

**Granola Bars  
Mouthwash  
Packets of tissues  
Small non-perishable snacks  
Shampoo and conditioner  
Soap  
Sunscreen  
Toothbrush/Toothpaste**

**\*\* Cash donations can be given to Rosie Abril\*\***

**All donated items will be collected on December 16<sup>th</sup> during our Holiday Potluck.**

**Coordination and distribution of packages will be the week of December 21<sup>st</sup>.**

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Cc:** [Rodriguez, Lisa](#)  
**Subject:** FW: ADOA Extended September - CRM  
**Date:** Tuesday, December 15, 2015 8:05:00 AM  
**Attachments:** [20151214141594103.pdf](#)

---

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

---



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>

Function	Driver	Reservation	Tier	License Number	Rental Date	Days Used	Miles Used	Fuel Used	Gallons Used	Miles Charge	Rental Charge	Cost Fuel Used	Misc Credit Card	Total Charges
FFAB30050	NUSBAUM	E2	E2	G001BX	September		890	38.600	44.00	99.60	85.30	0.00	0.00	228.90
FFAB30050	PETERSON	E1	E1	G062GP	September		2017	106.010	100.85	418.50	271.44	0.00	0.00	790.79
FFAB30050	PETERSON	E2	E2	G097FL	September		0	42.885	0.00	79.80	101.93	0.00	0.00	181.73
ARA830060	COLLINS	E2	E2	G102CV	September		0	12.350	0.00	119.40	28.89	0.00	0.00	148.29
ISA860447	ARVIZU	E2	E2	G102CV	September		344	17.978	17.20	119.40	43.48	0.00	0.00	180.08
ARA830060	LOFTUS	E2	E2	G141DA	September		0	84.292	0.00	128.30	206.29	0.00	0.00	332.59
ISA860447	NEBRICH	E1	E1	G142GP	September		2922	142.152	146.10	363.30	367.00	0.00	0.00	876.40
FFAB30050	FUENTES	E2	E2	G184FL	September		271	17.486	13.55	119.40	43.33	0.00	0.00	176.28
GFAE30035	RUBALCAVA	E2	E2	G245FC	September		0	28.560	0.00	79.80	63.02	0.00	0.00	142.82
FFAB30050	SCHWEGIAFU TEMP	E2	E2	G359EP	September		1115	56.160	55.75	128.30	138.06	0.00	0.00	320.11
ARA830063	TUCSON LOANER	E2	E2	G453DF	September		0	68.410	0.00	108.50	152.45	0.00	0.00	278.75
ARA830063	Unknown	E2	E2	G481DF	September		0	22.000	0.00	79.80	48.84	0.00	0.00	155.34
ARA830063	ARVIZU	E2	E2	G498EP	September		89	14.528	3.45	418.50	35.14	0.00	0.00	118.39
GFAE60023	Unknown	E1	E1	G603GY	September		0	70.853	0.00	397.80	160.58	0.00	0.00	579.09
FFAB30050	MARK ROBERTS	L1	L1	G619GY	September		1540	56.720	0.00	397.80	122.12	0.00	0.00	519.92
FFAB30050	MARK ROBERTS	L1	L1	G620GY	September		0	67.466	77.00	397.80	164.97	0.00	0.00	639.77
FFAB30050	MARK ROBERTS	L1	L1	G624GY	September		1781	58.022	89.05	397.80	142.66	0.00	0.00	629.51
FFAB30050	MARK ROBERTS	L1	L1	G628GY	September		250	11.624	12.50	397.80	25.07	0.00	0.00	435.37
FFAB30050	MARK ROBERTS	L1	L1	G628GY	September		2245	86.900	112.25	397.80	191.00	0.00	0.00	701.05
FFAB30050	MARK ROBERTS	L1	L1	G628GY	September		1109	63.068	55.45	397.80	148.15	0.00	0.00	601.40
FFAB30050	MARK ROBERTS	L1	L1	G630GY	September		167	46.256	8.35	397.80	22.84	0.00	0.00	428.99
FFAB30050	MARK ROBERTS	L1	L1	G648GY	September		1012	48.256	50.60	397.80	110.88	0.00	0.00	559.28
ARA830060	LOFTUS	E2	E2	G709CK	September		0	0.000	0.00	106.50	0.00	0.00	0.00	106.50
ARA830060	EDWARDS	E2	E2	G729CK	September		2032	0.300	107.60	106.50	0.00	0.00	0.00	208.10
ARA830060	MARK ROBERTS	L1	L1	G810GY	September		1015	36.848	50.75	397.80	90.83	0.00	0.00	539.38
CPAE800606	ARVIZU	E2	E2	G814FS	September		0	0.000	0.00	79.80	0.00	0.00	0.00	79.80
FFAB30050	ROBERTS	E2	E2	G832FB	September		1938	41.124	66.90	79.80	92.61	0.00	0.00	269.31
FFAB30050	Unknown	E1	E1	G851FS	September		227	22.890	36.35	397.80	57.28	0.00	0.00	491.45
FFAB30050	HUARTA	E1	E1	G856FS	September		2742	38.380	137.10	397.80	93.40	0.00	0.00	628.30
ARA830060	VALENCIAKRESSLER	E2	E2	GA03481	September		0	0.000	0.00	106.50	0.00	0.00	0.00	106.50
GFAE30035	Unknown	E1	E1	GA10309	September		0	64.402	0.00	385.70	141.38	0.00	0.00	537.08
GFAE30035	GIBSON	E2	E2	GA10337	September		1287	50.976	64.35	79.80	122.89	0.00	0.00	267.04

\$12,258.29



**From:** [Rodríguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Cc:** [Rodríguez, Lisa](#)  
**Subject:** FW: ADOA Extended Vehicles - August  
**Date:** Thursday, December 17, 2015 12:54:05 PM  
**Attachments:** [20151214095045365.pdf](#)

---

I didn't see this either? Please complete asap. This is the one I asked you to fix the names to match the cars. Thanks.

---

**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:** Rodríguez, 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  
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[Accounting@azag.gov](mailto:Accounting@azag.gov)  
<http://www.azag.gov>

Function	Driver	Tier/Reservation	License Number	Rental Date	Days Used	Miles Used	Fuel Used	Miles Charge	Rental Charges	Cost Fuel Used	Misc Credit Card	Total Charges
FFAB30050	NUSBAUM	E2	G607BX	August	31	445	9.450	22.25	102.92	24.71	0.00	149.88
FFAB30050	PETERSON	E1	G062GP	August	31	3015	137.910	150.75	432.45	372.59	0.00	955.79
FFAB30050	PETERSON	E2	G097FL	August	31	0	13.666	0.00	82.46	35.09	0.00	117.55
ARAB30060	COLLINS	E2	G104CV	August	31	0	12.950	0.00	123.38	33.10	0.00	156.48
ISAE00447	ARVIZU	E2	G106CV	August	31	0	0.000	0.00	123.38	0.00	0.00	123.38
ARAB30060	LOFTUS	E2	G141DA	August	31	0	77.224	0.00	130.51	198.71	0.00	329.22
ISAE00447	NEBRICH	E1	G142GP	August	31	1215	68.028	60.75	375.41	173.16	0.00	609.32
FFAB30050	FUENTES	E2	G184FL	August	31	239	26.996	11.95	123.38	59.84	0.00	195.17
GFAE30035	RUBALCAVA	E2	G245FC	August	31	0	22.770	0.00	82.46	53.29	0.00	135.75
ARAB30060	SCHWEGLAUFU TEMP	E2	G35SEP	August	31	612	55.704	30.60	130.51	91.70	0.00	252.81
ARAB30060	TUCSON LOANER	E2	G453DF	August	31	0	43.150	0.00	130.51	97.98	0.00	228.49
ARAB30060	Unknown	E2	G481DF	August	31	0	46.000	0.00	110.05	112.85	0.00	222.90
GFAE60023	ARVIZU	E2	G498EP	August	31	33	0.000	1.65	82.46	0.00	0.00	84.11
FFAB30050	Unknown	E1	G619GY	August	31	0	90.978	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	G620GY	August	31	2361	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	393	12.868	19.65	411.06	33.05	0.00	463.76
FFAB30050	MARK ROBERTS	L1	G628GY	August	31	1503	47.850	75.15	411.06	126.55	0.00	612.76
FFAB30050	MARK ROBERTS	L1	G629GY	August	31	1377	27.220	65.85	411.06	68.99	0.00	545.90
FFAB30050	MARK ROBERTS	L1	G630GY	August	31	548	20.100	27.40	411.06	51.62	0.00	490.08
FFAB30050	MARK ROBERTS	L1	G648GY	August	31	1318	62.886	65.90	411.06	156.24	0.00	633.20
FFAB30050	MARK ROBERTS	L1	G709CK	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
ARAB30060	LOFTUS	E2	G729CK	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
ARAB30060	EDWARDS	L1	G810GY	August	31	1622	47.574	81.10	411.06	106.76	0.00	598.92
OPAE60006	MARK ROBERTS	E2	G814FS	August	31	0	0.000	0.00	82.46	0.00	0.00	82.46
FFAB30050	ARVIZU	E2	G832FB	August	31	0	38.282	0.00	82.46	80.87	0.00	163.33
FFAB30050	ROBERTS	E1	G851FS	August	31	887	34.234	44.35	411.06	88.30	0.00	543.71
FFAB30050	Unknown	E1	G856FS	August	31	0	61.660	0.00	411.06	175.58	0.00	586.64
FFAB30050	HUARTA	E2	GA03481	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
ARAB30060	VALENCIAKRESSLER	E2	GAI0309	August	31	0	19.316	0.00	408.89	49.60	0.00	458.49
GFAE30035	Unknown	E1	GAI0309	August	31	0	19.316	0.00	408.89	49.60	0.00	458.49
GFAE30035	GIBSON	E2	GAI03037	August	31	1881	73.610	94.05	82.46	177.56	0.00	354.07

\$12,148.37

**From:** [Rodriguez, Lisa](#)  
**To:** [Maya, Autumn](#)  
**Subject:** FW: ADOA Extended Vehicles - August  
**Date:** Thursday, December 17, 2015 4:58:58 PM  
**Attachments:** [20151214095045365.pdf](#)

---

I confirmed. Stacey does not have August in our file. FYI.

---

**From:** Rodriguez, Lisa  
**Sent:** Thursday, December 17, 2015 12:54 PM  
**To:** Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** FW: ADOA Extended Vehicles - August  
**Importance:** High

I didn't see this either? Please complete asap. This is the one I asked you to fix the names to match the cars. Thanks.

---

**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



Attorney General Mark Brnovich  
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<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

---



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<http://www.azag.gov>

Function	Driver	Tier/Reservation	License Number	Rental Date	Days Used	Miles Used	Gallons Used	Miles Charge	Rental Charge	Cost Fuel Used	Misc Credit Card	Total Charges
FFAB30050	NUSBALIM	E2	G601BX	August	31	445	9.450	22.25	102.92	24.71	0.00	149.86
FFAB30050	PETERSON	E1	G682GP	August	31	3015	137.910	150.75	432.45	372.59	0.00	955.79
FFAB30050	PETERSON	E2	G697FL	August	31	0	19.666	0.00	82.46	35.09	0.00	117.55
ARAB30060	COLLINS	E2	G104CV	August	31	0	12.950	0.00	123.38	33.10	0.00	156.48
ISAE60447	ARVIZU	E2	G106CV	August	31	0	0.000	0.00	23.38	0.00	0.00	23.38
ARAB30060	LOFTUS	E2	G141DA	August	31	0	77.224	0.00	130.51	198.71	0.00	329.22
ISAE60447	NEBRICH	E1	G142GP	August	31	1215	68.028	60.75	375.41	173.16	0.00	609.32
FFAB30050	FUENTES	E2	G184FL	August	31	239	28.896	11.95	123.38	59.84	0.00	195.17
GFAE30035	RUBALCAVA	E2	G245FC	August	31	0	0.000	0.00	82.46	53.29	0.00	135.75
FFAB30050	SCHWEGLAUFU TEMP	E2	G359EP	August	31	612	35.704	30.60	130.51	91.70	0.00	252.81
ARAE30063	TUCSON LOANER	E2	G453DF	August	31	0	43.150	0.00	130.51	97.98	0.00	228.49
ARAB30060	Unknown	E2	G481DF	August	31	0	46.000	0.00	110.05	112.85	0.00	222.90
GFAE60023	ARVIZU	E2	G498EP	August	31	33	0.000	1.651	32.46	0.00	0.00	34.11
FFAB30050	Unknown	E1	G603GY	August	31	0	90.976	0.00	432.45	221.94	0.00	654.39
FFAB30050	MARK ROBERTS	L1	G613GY	August	31	0	81.580	0.00	411.06	192.80	0.00	603.86
FFAB30050	MARK ROBERTS	L1	G620GY	August	31	2361	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	393	12.868	19.65	411.06	33.05	0.00	463.76
FFAB30050	MARK ROBERTS	L1	G628GY	August	31	1603	47.850	75.15	411.06	126.55	0.00	612.76
FFAB30050	MARK ROBERTS	L1	G629GY	August	31	1317	21.220	65.85	411.06	68.99	0.00	545.90
FFAB30050	MARK ROBERTS	L1	G630GY	August	31	548	20.100	27.40	411.06	51.62	0.00	490.05
FFAB30050	MARK ROBERTS	L1	G648GY	August	31	1313	62.883	65.90	411.06	156.24	0.00	633.20
ARAB30060	LOFTUS	E2	G703CK	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
ARAB30060	EDWARDS	E2	G728CK	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
FFAB30050	MARK ROBERTS	L1	G810GY	August	31	1622	41.574	81.10	411.06	106.76	0.00	588.92
CPAE60606	ARVIZU	E2	G814FS	August	31	0	0.000	0.00	82.46	0.00	0.00	82.46
FFAB30050	ROBERTS	E2	G831FS	August	31	0	35.282	0.00	82.46	80.87	0.00	163.33
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	61.660	0.00	411.06	175.58	0.00	586.64
ARAB30060	VALENCIAKESLER	E2	GA03481	August	31	0	0.000	0.00	110.05	0.00	0.00	110.05
GFAE30035	Unknown	E1	GA10306	August	31	0	19.316	0.00	408.39	49.60	0.00	458.49
GFAE30035	GIBSON	E2	GA10337	August	31	1881	73.610	94.05	82.46	177.56	0.00	354.07

**From:** [Rodriguez, Lisa](#)  
**To:** [Human Resources](#); [Knebel, April](#)  
**Cc:** [Rodriguez, Lisa](#); [Maya, Autumn](#); [Perkovich, Mark](#)  
**Subject:** FW: Advertisement Approval for Position SAG000000603  
**Date:** Monday, October 05, 2015 1:14:51 PM

---

April – This ad was approved last Monday. What is the hold-up in getting it advertised? Thanks!  
Lisa

---

**From:** Rodriguez, Lisa  
**Sent:** Monday, September 28, 2015 7:55 AM  
**To:** Human Resources; Maya, Autumn  
**Cc:** Rodriguez, Lisa  
**Subject:** RE: Advertisement Approval for Position SAG000000603  
**Importance:** High

April – The PDQ and Requisition we sent was for an AAll, and this draft ad is for an AAllI? I made several changes to help it read better. Autumn, please look it over and feel free to make additional changes. Thanks. Lisa

---

**From:** Human Resources  
**Sent:** Saturday, September 26, 2015 12:09 PM  
**To:** Maya, Autumn  
**Cc:** Human Resources; Rodriguez, Lisa; Conrad, Donald  
**Subject:** Advertisement Approval for Position SAG000000603

Please review this draft advertisement, provide any changes and give your approval by replying to this email.

Salary Range

Human Resources' practice is to advertise positions starting with the minimum of the pay grade to which the position's class is allocated, and up to the approved budgeted salary. If you would like to request an exception, please inform Human Resources.

Feel free to contact us if you have any questions.

Thank you,

April Knebel  
Human Resources



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602-542-8053  
[april.knebel@azag.gov](mailto:april.knebel@azag.gov)

**From:** [Rodriguez, Lisa](#)  
**To:** [Loftus, Charles](#); [Perkovich, Mark](#)  
**Cc:** [Maya, Autumn](#); [Rodriguez, Lisa](#)  
**Subject:** FW: Advertisement Approval for Position SAG000001108  
**Date:** Monday, November 16, 2015 10:10:19 AM  
**Attachments:** [image001.png](#)

---

What is going on with this position (Gradillas)? Are you hiring someone off of the SAG0222 list? It has never been advertised. Lisa

---

**From:** Dison, Wes  
**Sent:** Monday, October 05, 2015 1:32 PM  
**To:** Rodriguez, Lisa  
**Subject:** RE: Advertisement Approval for Position SAG000001108

Well, I thought I had, but do not see it in my out box. So I just did. Thank you!

I believe A/C Loftus was planning to fill this off the same recruiting applications from SAG 222 (Kessler), but I am not certain.

Thank you for the reminder here.

---

**From:** Rodríguez, Lisa  
**Sent:** Monday, October 05, 2015 1:17 PM  
**To:** Dison, Wes  
**Cc:** Maya, Autumn; Rodriguez, Lisa  
**Subject:** RE: Advertisement Approval for Position SAG000001108  
**Importance:** High

Wes – Did you respond to this request? I don't recall seeing it, if so. I also have not seen that it has been advertised. Please let me know. Lisa

---

**From:** Human Resources  
**Sent:** Saturday, September 26, 2015 11:48 AM  
**To:** Dison, Wes  
**Cc:** Human Resources; Maya, Autumn; Rodriguez, Lisa; Conrad, Donald  
**Subject:** Advertisement Approval for Position SAG000001108

Please review this draft advertisement, provide any changes and give your approval by replying to this email.

Salary Range

Human Resources' practice is to advertise positions starting with the minimum of the pay grade to which the position's class is allocated, and up to the approved budgeted salary. If you would like to request an exception, please inform Human Resources.

Feel free to contact us if you have any questions.



Thank you,

April Knebel  
Human Resources



---

Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602-542-8053  
[april.knebel@azag.gov](mailto:april.knebel@azag.gov)

**From:** [Rodriguez, Lisa](#)  
**To:** [Duplissis, Steve](#); [Smith, Annette](#)  
**Cc:** [Rodriguez, Lisa](#); [Conrad, Donald](#); [Diaz, Bethany](#)  
**Subject:** FW: Arizona Public Records Act Request re Millennium Health LLC  
**Date:** Friday, November 13, 2015 9:10:02 AM  
**Attachments:** [11.9.15 Arizona Public Record Request re Millennium Health.pdf](#)

---

Steve/Annette – I'm not sure if this PRR relates to two HCFA cases, LF#s – P2011-000618 and P2015-001909. If you have responsive records to this request, please forward three sets to me for further processing. Thanks. Lisa

---

**From:** Diaz, Bethany  
**Sent:** Tuesday, November 10, 2015 1:56 PM  
**To:** Davenport, Diane; Benjamin, Dena; Conrad, Donald; Rodriguez, Lisa  
**Subject:** FW: Arizona Public Records Act Request re Millennium Health LLC

Good afternoon-

This PRR seems like it might cross over between Consumer and CRM.  
I know we likely can't provide anything from CLD but please let me know if this is incorrect.

Lisa- can you please review from a CRM standpoint as well to see if this should also go to your division?

Thank you,

Bethany Diaz  
Deputy Public Information Officer  
Office of the Arizona Attorney General  
1275 W. Washington Street  
Phoenix, AZ 85007  
602-542-7806 Office

---

**From:** PublicRecords  
**Sent:** Monday, November 09, 2015 4:44 PM  
**To:** Diaz, Bethany  
**Subject:** FW: Arizona Public Records Act Request re Millennium Health LLC

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**From:** Bodnar, Richard A.  
**Sent:** Monday, November 09, 2015 4:43:37 PM (UTC-07:00) Arizona  
**To:** PublicRecords  
**Subject:** Arizona Public Records Act Request re Millennium Health LLC

Arizona AG,

Please see the attached form requesting records with relationship to Millennium Health LLC.

Please contact me with any questions or concerns.

**Richard Bodnar**

Associate

**Lowenstein Sandler LLP**

65 Livingston Avenue

Roseland, New Jersey 07068

T: 973-422-6476

F: 973-422-6477

[rbodnar@lowenstein.com](mailto:rbodnar@lowenstein.com)

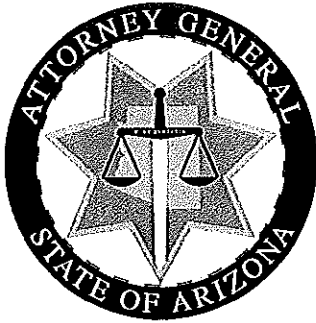
[www.lowenstein.com](http://www.lowenstein.com)

NEW YORK PALO ALTO ROSELAND

[vCard](#)

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This message contains confidential information, intended only for the person(s) named above, which may also be privileged. Any use, distribution, copying or disclosure by any other person is strictly prohibited. In such case, you should delete this message and kindly notify the sender via reply e-mail. Please advise immediately if you or your employer does not consent to Internet e-mail for messages of this kind.



# Arizona Attorney General

## Public Records Request

In accordance with A.R.S. § 39-121 and A.R.S. § 39-121.01, all documents housed in the Office of the Attorney General, are considered to be public records, and are to be made available for public inspection upon request. However, various confidentiality laws and privileges may apply to certain records or parts of records. Public records not protected from disclosure will be made available.

First Name	Last Name	Company / Organization		
Richard	Bodnar	Lowenstein Sandler LLP		
Mailing Address		City	State	ZIP Code
[REDACTED]		Roseland	NJ	07068
Phone Number	Fax Number	Email Address		
[REDACTED]	(973) 422-6477	rbodnar@lowenstein.com		

If you are submitting a request for a commercial purpose, you must disclose this pursuant to A.R.S. 39-121.03. Please note that a commercial usage fee may apply. For the purposes of this section, "commercial purpose" means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record.

AFFIRM that the records are for personal use and not for commercial purposes

Please describe, in detail, the records requested:

1. Complaints against Millennium Health, LLC, or its predecessor entities Millennium Laboratories, LLC, or Millennium Laboratories, Inc.
2. Administrative determinations regarding complaints against Millennium Health, LLC, or its predecessor entities Millennium Laboratories, LLC, or Millennium Laboratories, Inc.
3. Correspondence with Millennium Health, LLC, or its predecessor entities Millennium Laboratories, LLC, or Millennium Laboratories, Inc. regarding complaints or administrative determinations.
4. Any other communication or correspondence concerning Millennium Health, LLC, or its predecessor entities Millennium Laboratories, LLC, or Millennium Laboratories, Inc.
5. Any allegations of medicaid fraud regarding Millennium Health, LLC, or its predecessor entities Millennium Laboratories, LLC, or Millennium Laboratories, Inc.

Email request to: [PublicRecords@azag.gov](mailto:PublicRecords@azag.gov)

Mail to: Deputy Public Information Officer, 1275 W. Washington Street, Phoenix, AZ 85007

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** FW: Assistant Chief Dan Woods  
**Date:** Tuesday, December 22, 2015 9:26:54 AM

---

**From:** Perkovich, Mark  
**Sent:** Tuesday, December 22, 2015 9:23 AM  
**To:** Rodriguez, Lisa  
**Subject:** FW: Assistant Chief Dan Woods

As you may already know, Assistant Chief Dan Woods was terminated this morning. I will be working with Autumn to orchestrate the removal of personal belongings from Dan's office. The below email was sent to SIS-All on my behalf.

Mark

---

**From:** Perkovich, Mark  
**Sent:** Tuesday, December 22, 2015 9:16 AM  
**To:** DL-SIS-ALL  
**Subject:** Assistant Chief Dan Woods

This morning, Assistant Chief Dan Woods' employment with the Attorney General's Office was terminated. Amidst short notice employment changes such as this, rumors and speculation tend to follow. Out of respect for Dan and the many contributions he has made over the years to the AGO, please refrain from this behavior. As of today, all operational and administrative issues in which Dan was involved (his chain of command) should be directed through your immediate supervisor who will bring the matter directly to my attention.

Thank you-  
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>

**From:** [Rodriguez, Lisa](#)  
**To:** [Conrad, Donald](#)  
**Subject:** FW: BCS New Hire - Lindsay St. John  
**Date:** Wednesday, October 07, 2015 8:26:06 AM  
**Attachments:** [image001.png](#)

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**From:** Ortiz, Kim  
**Sent:** Tuesday, October 06, 2015 6:18 PM  
**To:** Knebel, April  
**Cc:** Human Resources; Rodriguez, Lisa  
**Subject:** RE: BCS New Hire - Lindsay St. John

Update:

Lindsay's **revised** start date will be 11/09. She has a trial that did not get continued that she has to handle which will go beyond 10/26. 11/09 is the next start of a pay period. Thanks, Kim

**From:** Ortiz, Kim  
**Sent:** Tuesday, September 29, 2015 12:31 PM  
**To:** Knebel, April  
**Cc:** Human Resources; Rodriguez, Lisa  
**Subject:** RE: BCS New Hire - Lindsay St. John

Start date: 10-26-2015  
Salary: \$79,999.00

**From:** Knebel, April  
**Sent:** Tuesday, September 29, 2015 7:13 AM  
**To:** Ortiz, Kim  
**Cc:** Human Resources  
**Subject:** RE: BCS New Hire - Lindsay St. John

That is fantastic news, I will get her offer letter out today. Please confirm salary and start date 10/26/2015?

Thank you,

April Knebel  
Human Resources



Attorney General Mark Brnovich  
1275 W. Washington, Phoenix, AZ 85007  
Desk: 602-542-8053  
[april.knebel@azag.gov](mailto:april.knebel@azag.gov)

**From:** Ortiz, Kim  
**Sent:** Monday, September 28, 2015 4:56 PM  
**To:** Welch, Leslie  
**Cc:** Daniels, Paula; Knebel, April; Human Resources; Gee, Kay  
**Subject:** RE: BCS New Hire - Lindsay St. John

I really appreciate efforts to fast track this offer. Ms. St. John accepted the position today and she will be able to give four weeks' notice. Thank you very much.

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**From:** Gee, Kay  
**Sent:** Monday, September 28, 2015 10:40 AM  
**To:** Welch, Leslie; Ortiz, Kim  
**Cc:** Daniels, Paula; Knebel, April; Human Resources  
**Subject:** RE: BCS New Hire - Lindsay St. John  
**Importance:** High

Leslie,

The CLEAR background check has been processed. Kim can proceed with making the offer.

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**From:** Welch, Leslie  
**Sent:** Monday, September 28, 2015 10:28 AM  
**To:** Ortiz, Kim  
**Cc:** Daniels, Paula; Knebel, April; Gee, Kay  
**Subject:** RE: BCS New Hire - Lindsay St. John

Yes, we will fast track it and get back to you ASAP.

---

**From:** Ortiz, Kim  
**Sent:** Monday, September 28, 2015 10:22 AM  
**To:** Welch, Leslie  
**Cc:** Daniels, Paula; Knebel, April  
**Subject:** RE: BCS New Hire - Lindsay St. John

I would like 10/26 but she needs to give 4 weeks' notice – which would mean she needs an offer today.

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**From:** Welch, Leslie  
**Sent:** Monday, September 28, 2015 10:21 AM  
**To:** Ortiz, Kim  
**Cc:** Daniels, Paula; Knebel, April  
**Subject:** FW: BCS New Hire - Lindsay St. John

Oops, did you mean a start date of November 2<sup>nd</sup>? If so, that will work too.

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**From:** Daniels, Paula  
**Sent:** Monday, September 28, 2015 10:19 AM  
**To:** Welch, Leslie  
**Subject:** Re: BCS New Hire - Lindsay St. John

Wait-wouldn't four weeks from today be the beginning of a pay period?

Sent from my iPhone

On Sep 28, 2015, at 10:14 AM, Welch, Leslie <[Leslie.Welch@azag.gov](mailto:Leslie.Welch@azag.gov)> wrote:

I told Kim we approve this mid-pay period start date request. Let me know if this causes any additional issues.

Thanks.

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**From:** Ortiz, Kim  
**Sent:** Monday, September 28, 2015 9:27 AM  
**To:** Welch, Leslie  
**Subject:** BCS New Hire - Lindsay St. John

Good morning,

I have one issue today I am trying to fast track: Last week I sent up an AAG hiring packet which Don reviewed and signed Friday. Lisa just dropped it off this morning. The proposed start date is 10/26, which is exactly four weeks from today. The attorney has a major caseload at Pima County and I'm trying to give her the opportunity to give as much notice as possible. With the middle of pay period start date embargo, I'm trying to avoid a later November 9 start, if at all possible.

I was delighted to hear The Fall pleased you. I loved Gillian's dark/cerebral/no bs/issue-laden character – for me, a satisfying binge watch. I need another!!! Hope you are well... have a great week.



**From:** [Rodriguez, Lisa](#)  
**To:** [Waters, Joseph](#)  
**Cc:** [Conrad, Donald](#)  
**Subject:** FW: Bioligcal Resource Center FOIA  
**Date:** Tuesday, December 08, 2015 1:08:11 PM

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New one Joe.

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**From:** Diaz, Bethany  
**Sent:** Tuesday, December 08, 2015 10:02 AM  
**To:** Conrad, Donald; Loftus, Charles; Perkovich, Mark  
**Cc:** Rodriguez, Lisa; Garcia, Mia; Anderson, Ryan  
**Subject:** FW: Bioligcal Resource Center FOIA

Good morning,

Please see below for a new records request regarding BRC.

Thank you,

Bethany Diaz  
Deputy Public Information Officer  
Office of the Arizona Attorney General  
1275 W. Washington Street  
Phoenix, AZ 85007  
602-542-7806 Office

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**From:** Conner, Katie [<mailto:katie.conner@abc15.com>]  
**Sent:** Tuesday, December 08, 2015 9:46 AM  
**To:** Garcia, Mia  
**Subject:** Bioligcal Resource Center FOIA

Good morning Mia,  
I hope you're doing well!  
I know Stephen Gore's sentencing is scheduled for later this week.  
I wanted to submit this FOIA for the Biological Resource Center investigation.  
Thank you so much!!  
Best,  
Katie

To Whom It May Concern:

12/8/2015

Pursuant to the Arizona Public Records Request, ARS 39-121, I hereby formally request as a member of the news media at KNXV-TV, that you, in your capacity as the information officer for your agency, provide for my inspection the following unredacted items:

- All investigative reports regarding investigation into Biological Resource Center in Phoenix Arizona, including the owner's residence at [REDACTED] located in Scottsdale Arizona.

I am prepared to pay reasonable costs for locating the requested video or file and reproducing it. I would like to start reviewing each of these documents as soon as they become available, regardless of whether the entire request is completely filled.

If your agency plans on redacting, removing, and/or withholding any of the above requested information, ABC15 formally requests you provide a detailed "index" of any information that is being removed and under what statutory exemption. ARS 29-121.01 is very clear about this:

"If requested, the custodian of the records of an agency shall also furnish an index of records or categories of records that have been withheld and the reasons the records or categories of records have been withheld from the requesting person."

I am making this request in my capacity as a journalist because this information is of timely value, please contact me at (602) [REDACTED] or e-mail [Katie.conner@abc15.com](mailto:Katie.conner@abc15.com) rather than by mail. If there are any questions or concerns regarding this request.

Thank you.

Sincerely,

Best,

Katie Conner

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