

**Gordon County Sheriff's Office  
Internal Report**

**Re: Jail Missing Cash Item 5.**

**03-04-2020 I received a deposit bag from LT Vick containing \$ 2234.00 cash and the deposit paperwork for a bank deposit that was found to be \$ 300.00 short. The deposit should have totaled \$ 2535.00. A search and review of the deposit verified the missing \$ 300.00 which would have consisted of three \$ 100.00 bills. The money has not been located to this date.**

**It is noted that SGT J.W. Lovins was being trained by SGT Brannon the date the deposit was processed and turned over to LT Vick.**

**Attachments:**

**Report by LT J.K. Vick dated 07-02-2019**

**Report by SGT G.B. Brannon dated 07-02-2019**



**MAJ P.H. Bedford**

**Commander, Judicial Bureau**

**04MAR2020**

## Lobby Kiosk deposit for June 17, 2019

On Friday June 28, 2019 at approximately 1530 hours I entered the commissary clerk's office and asked Deputy G.B. Brannon # 192 that was training Sgt. J.W.Lovins #313 on the desk top money counter if he had any bank deposits that needed to be taken to the bank. He advised he did and gave me eight deposits.

I took the recorded cash bonds counted by me and the eight deposits not counted by me and left the facility to the Synovus Bank before going to the Superior magistrate and Probate Courts. While at the bank the teller Ms. Kim advised me that one was off. Meaning there was a discrepancy with one of them. This is not uncommon and has always been human error. I advised her to place it back in the bag and we would look it over to find the problem. I then left to the courts.

After turning over the cash bonds to the courts it was after 1700 hours. Unable to go over the deposit with the clerk Deputy Brannon, I held it and brought it to him Monday morning. We then ran all the bills through the bill counter and found that the disbursement report showed that it received five one hundred dollar bills and we only counted two. We then hand counted all the bills and found the total to be 2,234.00. The disbursement report showed it should have been 2,534.00. I asked Deputy Brannon if the money was counted when he retrieved it from the kiosk. He advised it was counted then ran through the mechanical counter before the kiosk was turned back on. We then searched the commissary office for the missing three one hundred

dollar bills and was unable to locate them. Deputy Brannon advised he had used a inter department mail envelope for a bag to hold cash that day. We then searched all of the envelopes in his office. We were unable to locate the money. Deputy Brannon and I went to the Synovus Bank to find out if they were over three hundred dollars Friday June 28. We talked with Ms. Betty and she advised none of their work areas were over on Friday June 28. After returning to the Jail I called to notify Captain M.D. Garigan #05 of this incident.

Later in the day after meeting with Captain Garigan he ordered a change in procedure. He said I will accompany the clerk to the kiosks to retrieve the money count it both confirming the amount complete the deposit slip and document the amount turned over to me and we will place it in the safe in my office. I then explained to Deputy Brannon the new procedure.

Lt. J.K. Vick # 019

*Lt. J.K. Vick #019*

July 02, 2019

07/01/2019

COMMISSARY DEPOSIT REPORT

On Friday, June 28, 2019 I was notified by Lt. J. VICK #019 that there was a discrepancy in one of the deposit that he had taken to Synovus Bank to be deposited.

On Monday, July 1, 2019, I sat down with Lt. VICK and went over the deposit paperwork to see if a error was made in the counting stage or when the deposit amount was written on the deposit slip. We did not locate any errors.

Then I went back through the steps that I utilized when making a deposit through the Lockdown System.

1. I stopped the Lobby Kiosk from accepting and additional moneys on June 16, 2018 at 0817 hours.
2. I then printed out the disbursement report from the Lobby Kiosk, that shows The total amount of money taken in and the denominations of each bill that was ran through The Lobby Kiosk.
3. I then retrieved the moneys from the kiosk and hand counted the money and also use the automated money counter in the commissary office, this makes sure that all money received is accounted for and it coincides with the disbursement report from the Lobby Kiosk.
4. I then saved the deposit and attached the moneys counted slip to the disbursement report. Then I switched the Lobby Kiosk back to accepting money with a \$0 balance.
5. I then attached the written deposit slips to the money by using rubber bands. Then I placed the deposit ticket and cash in a bank bag. The bank bag was then secured in the bottom right drawer of the commissary desk until Lt. VICK picked it up and took it for deposit at Synovus Bank on Friday, June 28, 2019

*G. B. Brannon #192*

Dep. G. B. BRANNON #192

*07/02/2019*