



ERIE COUNTY COMPTROLLER  
HON. STEFAN I. MYCHAJLIW

February 5, 2016

Commissioner John A. Glascott  
Public Safety Building  
45 Elm Street  
Buffalo, NY 14203

Dear Commissioner Glascott:

The Erie County Comptroller's Office, Division of Audit and Control will commence an operational audit of the E-911 services in the department of Central Police Services for the calendar year ended December 31, 2015. Our audit will focus primarily on the internal operating processes of that unit. Specifically, we will review the utilization of staff by shift, assess the impact of overtime and evaluate compliance with policies and procedures.

We would like to hold an entrance conference with you and members of your staff on Monday February 8, 2016. A member of our staff will contact you shortly to confirm the exact time and location of this meeting. At this meeting we will discuss the following:

- Documents needed
- Working hours and location
- Access to records
- Contact personnel with whom we will be dealing
- A walk through of the E-911 processes

It is our intention to commence field work shortly after the completion of the entrance meeting. Should you have any questions, please feel free to contact me at 858-8843.

Sincerely

Scott W. Kroll

Deputy Comptroller-Audit

Cc: Hon. Erie County Legislature ✓  
Hon. Mark C. Poloncarz, County Executive  
Robert W. Keating, Director, Budget and Management  
Erie County Fiscal Stability Authority