

**CITY CLERK  
ORIGINAL**

UIA-1000A FORFF (3-10)

**C-8811  
02/25/2014**

ARIZONA DEPARTMENT OF ECONOMIC SECURITY  
Unemployment Insurance Administration  
P.O. Box 6123, Site Code 721A  
Phoenix, AZ 85005-6123  
Phone: 602-771-8311 - Fax: 602-771-8366

**DATA-SHARING REQUEST**

BETWEEN

Police Department, City of Glendale

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*(DES Division/Administration/Program/Office Name or External Organization Name)*

AND

ARIZONA DEPARTMENT OF ECONOMIC SECURITY (DES)  
UNEMPLOYMENT INSURANCE ADMINISTRATION (UIA)

To be attached to associated Data-Sharing Agreement

Equal Opportunity Employer/Program ♦ Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, and disability. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, call 602-771-2670; TTY/TDD Services: 7-1-1

**DATA SHARING REQUEST**

*Use Attachment if necessary*

1a. Purpose of this request. *(What Unemployment Compensation (UC) information is being requested and why? How will it be used?)*

*(Give details/specifics) [20 C.F.R. § 603.10(b)(1)(i)]*

The Glendale Police Department investigates cases involving Identity Theft's where an unknown subject uses a victim's Social Security Number to obtain employment or benefits. The Glendale Police Department needs this information to obtain the location of where the SSN is being used in order to properly investigate the case further or to refer the case to the proper jurisdiction. The information we receive from Arizona Department of Economic Security will only be used to further a criminal investigation.

1b. Information Technology and connectivity

The Requesting Entity describes the information technology (IT) environment that will connect to DES, be explicit – consult your IT personnel for assistance.

The City of Glendale currently maintains a Microsoft WindowsXP, 7, server 2003 and 2008 environment with Microsoft's Active Directory access structure. The server and desktop hardware are patched on a monthly schedule and have Sopho's anti-virus protection installed. The city has a vendor that provides internal and external intrusion detection scans to meet PCI compliant

The Requesting Entity is to enter its contact information below; provide what is required for successful communication between the requesting individual or entity and the DES IT Staff.

Contact Name (1): David Atchinson, IT Operations Manager Phone: 623-930-2909

Contact Name (2): Sgt. Daniel Soto, Supervisor, Financial Crime Phone: 623-930-3146

Contact Address: 6835 N 57 Dr, Glendale, AZ 85301

Contact Name (1) E-Mail Address: datchinson@glendaleaz.com

Contact Name (2) E-Mail Address: dsoto@glendaleaz.com

Contact Fax No.: 623-930-3088

1c. Methods and timing of request(s) and response(s) *(How often and in what format will UC information be requested and provided?) [20 C.F.R. § 603.10(b)(1)(iii)]*

Cases are reviewed weekly and requests to DES for information will be made weekly.

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2. Will other individuals or entities interface with you as to UC information?

Yes  No If Yes, identify individual(s) or entity(ies) and reason(s):

Other Detectives within the Glendale Police Department.

3. Will UC information be disclosed/shared with another individual or entity?

Yes  No If Yes, identify individual(s) or entity(ies) and reason(s) for disclosure:

Information will be shared with the investigating detective from Glendale or the agency where the crime occurred. This information is necessary to further this type of investigation. This information will only be shared with Law Enforcement personnel during a criminal investigation.

4. Will UC information be repackaged/included in other data bases, files, tapes, etc.?

Yes  No If Yes, identify format and reason(s):

This information will become part of the permanent Investigation and will be submitted to the Records Department for retention. This information will be linked to Glendale's Records Management System which is solely operated, administered and accessible to/by Glendale personnel.

5. Desired output (*Printout, tape, terminal access/display, etc.*)

Print out of requested information or information in an electronic form which can be used to further a criminal investigation.

6. Describe safeguards in place to guard against unauthorized access/disclosure of the UC information

The City of Glendale has policies protecting the information it retains and City Information Technology personnel that ensure the integrity of the City Network.

Requester's Name: Daniel Soto Requester's Title: Investigation's Sergeant

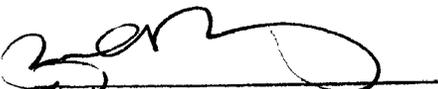
Phone No.: 623-930-3146 Fax No.: 623-930-3088 Email: dsoto@glendaleaz.com

Mailing Address (No. Street, City, State, ZIP) 6835 N 57 Dr, Glendale, AZ 85301

Signature:  Approved as to form: 2/27/14 Date:

**ATTEST:**

  
City Clerk

  
City Attorney