Title	# Folsom Police Department	07/06/2023

by **Gabriella Viramontes** in **Organized Retail Theft Prevention Grant Program**

id. 41327831

gviramontes@folsom.ca.us

Original Submission   07/06/2023

The Organized Retail Theft (ORT) Prevention Grant Program Application is divided into five (5) sections as identified below: Background Information Contact Information Program Information Proposal Narrative and Budget Mandatory Attachments Each section has a series of questions requiring a response. Applicants will be prompted to provide written text, select options from a drop down menu, select options from a multiple choice menu, or upload attachments. Questions with a red asterisk require responses. Applicants will not be able to submit the application until all questions with a red asterisk have been completed. Applicants may reference the ORT Prevention Grant Program Proposal Instruction Packet for background information, key dates, rating factors, and other important information to aid in the completion of the ORT Prevention Grant Program Application. The ORT Prevention Grant Proposal Instruction Packet is available on the Board of State and Community Corrections (BSCC) website. NOTE: Applicants may start and stop their application but must select "Save Draft" at the bottom of the application before existing.

SECTION I - BACKGROUND INFORMATION	This section requests information about the applicant's name, location, mailing address, and tax identification number.
Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department)	**Folsom Police Department**
Multi-Agency Partnerships Information (if applicable)	Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.
Multi-Agency Partnerships	**No: This is not a Multi-Agency Partnership Application**

Lead Public Agency Information	**All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.**
Lead Public Agency	n/a
Applicant's Physical Address	**46 Natoma St** **Folsom** **CA** **95630** **US**
Applicant's Mailing Address (if different than the physical address)	n/a
Mailing Address for Payment	**50 Natoma St** **Folsom** **CA** **95630** **US**
Tax Identification Number	**94-6000334**
SECTION II - CONTACT INFORMATION	**This section requests contact information for the individuals identified as the Project Director, Financial Officer, Day-to-Day Project Contact, Day-to-Day Fiscal Contact, and the Authorized Signature.**
Project Director	**David** **Canepa**
Project Director's Title with Agency/Department/Organization	**Lieutenant**
Project Director's Physical Address	**46 Natoma St** **Folsom** **CA** **95630** **US**
Project Director's Email Address	**dcanepa@folsom.ca.us**

Project Director's Phone Number	**+19164616465**
Financial Officer	**Terri Hemley**
Financial Officer's Title with Agency/Department/Organization	**Financial Services Manager**
Financial Officer's Physical Address	**50 Natoma St Folsom CA 95630 US**
Financial Officer's Email Address	**themley@folsom.ca.us**
Financial Officer's Phone Number	**+19163558301**
Day-To-Day Program Contact	**Gabriella Viramontes**
Day-To-Day Program Contact's Title	**Crime and Intelligence Analyst**
Day-To-Day Program Contact's Physical Address	**46 Natoma St Folsom CA 95630 US**
Day-To-Day Program Contact's Email Address	**gviramontes@folsom.ca.us**
Day-To-Day Program Contact's Phone Number	**+19167659844**
Day-To-Day Fiscal Contact	**Tracie Callahan**
Day-To-Day Fiscal Contact's Title	**Police Administrative Technician**
Day-To-Day Fiscal Contact's Physical Address	**46 Natoma St Folsom CA 95630 US**

Day-To-Day Fiscal Contact's Email Address	**tcallahan@folsom.ca.us**
Day-To-Day Fiscal Contact's Phone Number	**+19164616451**
Name of Authorized Officer	**Richard Hillman**
Authorized Officer's Title	**Chief of Police**
Authorized Officer's Physical Address	**46 Natoma St** **Folsom** **CA** **95630** **US**
Authorized Officer's Email Address	**rhillman@folsom.ca.us**
Authorized Officer's Phone Number	**+19163557231**
Authorized Officer Assurances	**checked**
SECTION III - PROGRAM INFORAMTION	**This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.**
Project Title	**The Folsom Police Department's Comprehensive Approach to Organized Retail Theft**
Proposal Summary	**The Folsom Police Department is dedicated to addressing organizing retail theft. Our approach is multi-faceted, crime prevention, apprehension, and successful prosecutions. We have already begun our crime prevention efforts by collaborating with retailers and sharing information, but we would also like to expand those efforts with saturation and undercover operations. Identifying and apprehending the suspects before they leave our city is also a priority. Finally, we are committed to producing thorough and comprehensive cases. Implementing data integration software and expanding our ALPR surveillance coverage will be integral to the success of this project.**

PROGRAM PURPOSE AREAS	**Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.**
Program Purpose Areas (PPAs):	**PPA 1: Organized Retail Theft**
Funding Category Information	**Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to $6,125,000 in the Medium Scope category OR up to $15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to $24,500,000 o $6,125,000 (Medium Scope Max) x 4 (# of Agencies) = $24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to $31,300,000 o $15,650,000 (Large Scope Max x 2 (# of Agencies) = $31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.**
Funding Category	**Medium Scope (Up to $6,125,000)**
SECTION IV - PROPOSAL NARRATIVE AND BUDGET	**This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.**

Proposal Narrative Instructions	**The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).**
Project Need	**The City of Folsom (Folsom) has a significant and vibrant retail and commercial business footprint with three main shopping areas, i.e., the Folsom Premium Outlets, the Palladio at Broadstone, and the Broadstone Marketplace. These shopping areas are frequently visited not only by residents of Folsom, but they are also destination locations for many individuals from outside Folsom.** **US Highway 50 lies at the southern border of Folsom. The highway is a major heavily traveled east-west thoroughfare that carries a large volume of vehicular traffic between the Sierra Nevada mountains to the east of Folsom and the Sacramento metropolitan area to the west of Folsom. While US Highway 50 offers easy access and egress to Folsom and the Folsom retail businesses for residents and visitors, it offers just as easy access and egress for potential criminal offenders, making Folsom an enticing regional target for organized retail theft (ORT) criminal groups.**

While Folsom's retail shopping centers are hubs of social and economic activity that attract many shoppers, diners, and enthusiasts from throughout the Folsom/Sacramento metropolitan area, they also attract criminals, specifically organized retail theft groups. Folsom has seen an alarming increase in organized retail theft activity over the past three years, an increase that is not inconsistent with national trends. In 2021, over 100 organized retail theft crimes were investigated. That number increased to 125 crimes investigated in 2022. As of June 19th, 2023, there have been over 80 organized retail theft crimes reported. If this trend continues, 2023 has the potential to exceed 2022 crime totals by 28%.

From 2021 to 2022, larceny-theft loss increased by a staggering 107% from $1,449,964 to $2,994,598. From 2021 to 2022, the number of incidents of larceny (except motor vehicle thefts) reported in the Department's Uniform Crime Data (UCR) reports swelled from 868 to 953, a 10% increase in only one year. In the same period, the number of motor vehicle thefts reported in UCR data increased from 72 to 101, a remarkable 40% increase.

Beginning in 2021, the Department has experienced an average annual increase of 18% per year in organized retail theft activity. And these statistics do not include routine thefts that occur on a daily basis. That upward spiral should not and cannot continue.

Since 2020, the Department has made 439 arrests for shoplifting and retail theft-related crimes. Of those arrests, only 46 individuals had residential addresses in Folsom. Over 90% of the suspects resided in the Sacramento metropolitan area, the Bay Area, and even Southern California. That is clear evidence that Folsom is at risk of becoming a destination location for retail theft offenders.

Retail theft is a serious concern for the Folsom community. These incidents create significant financial losses for businesses and individuals, both residents and visitors. These crimes have consequences not just for the immediate victims, but also for the entire Folsom community. Retail theft erodes consumer confidence, creating decreased traffic for retail establishments, decreased economic activity, and potential job losses.

These crimes have an undeniable overall negative influence on the public safety and economic vitality of the entire community. It is not just the reality of these crimes and their immediate impact on the community. Just as critical is the perception of public safety these crimes create. The perception of crime, even though not always grounded in facts, can have an exponentially damaging impact on a community and its members.

To combat this disturbing trend, the Department is focusing on crime prevention measures and collaboration with local retailers. Specifically, the Department is requesting grant funds to enhance visual surveillance near shopping centers, update existing

surveillance cameras and expand Automated License Plate Readers (ALPR), invest in data integration software for a more efficient and timely response to in-progress crimes and investigating those crimes, and partner with retailers to develop crime prevention and saturation programs.

The Department is committed to proactive community and problem-solving policing and is continually searching for more effective resources to enhance that pro-activity for the benefit of the entire community. Crime prevention, however effective, can always be improved through creativity and innovation.

Even though Folsom has experienced a significant number of motor vehicle and catalytic converter thefts, its 40% increase in motor vehicle thefts between 2021 and 2022 is not as concerning for the community as organized retail theft. While the primary focus of this grant request will be on resources to address organized retail theft, there is an ancillary benefit to installing additional ALPRs at the entry and egress points of the retail centers. The ALPRs have the capability of not only identifying known suspect vehicles involved in retail theft activity but also identifying stolen vehicles.

The requested equipment and software will be a vital resource not just for the Department, but also for collaborating law enforcement agencies in the region by providing advanced technology, data analytics, and real-time information-sharing capabilities. The Department and its law enforcement partners will be empowered to respond more swiftly and effectively to incidents, thereby increasing the likelihood of identifying and apprehending offenders and preventing additional criminal activity. The net result will be enhanced situational awareness, improved collaboration among regional law enforcement partners, and more aggressive pro-active crime prevention strategies.

Apprehension and successful prosecution of retail theft offenders relies on collaboration with other law enforcement agencies, the implementation of new technologies, and cooperation with retail partners. It also sends a strong message to would-be offenders that Folsom is prepared to protect its citizens and merchants.

Deploying these resources will generate a more positive sense of security and public safety for the community, thereby attracting more retail businesses, visitors, and investors which will ultimately support the continued economic growth and vitality of Folsom. The benefits for Folsom and the surrounding communities that will accrue from approving this grant request extend far beyond the initial costs.

The Folsom City Council and City Manager are fully supportive of this grant request and are committed to providing continued funding for the project beyond the end of the grant period.

| Project Description | With the grant funds, the Department will construct a multi-faceted response to the current wave of organized retail theft. Folsom Police |

need the ability to synthesize data rapidly and accurately from diverse sources, including Computer Aided Dispatch (CAD), the Records Management System (RMS), digital video evidence such as body-worn camera footage, ALPR surveillance video footage, and other information. In addition, the Department needs the ability to easily share information and collaborate in real-time with regional law enforcement agencies. Criminal activities and offenders do not recognize arbitrary jurisdictional boundaries which makes information sharing so critical.

The Department's Crime Analyst needs contemporary technology to proactively identify trends and patterns in retail theft activity to support more effective and proactive intervention and prevention strategies.

The Department desires to use the grant funds to purchase and deploy a contemporary data integration, analysis, and collaboration platform from Peregrine Technologies (Peregrine). They offer a unified software platform from which the Department can operate a coordinated strategic response to retail theft activity. Peregrine is also widely employed by other California law enforcement agencies and has been extremely successful in apprehending fleeing suspects with real-time surveillance monitoring.

With Peregrine, patrol units and dispatchers will have real-time, streamlined access to critical information regarding involved offenders, premises, and vehicles as the prior siloed systems will be integrated into a single platform available on all mobile devices. Delays in retrieving essential information from disparate systems have proven to be extremely costly.

Under Peregrine, investigations will be able to develop leads more quickly as data is integrated and connected automatically. Peregrine will assist in uncovering hidden connections between offenders and groups through universal search, geospatial analysis, and network analysis. As a result, investigative cases will close more quickly and with more success. The Department's Crime Analyst will be able to spend less time gathering, cleaning, and linking data and more time on analysis that can aid in developing more effective strategies to address retail theft activity. Offenders will inevitably adjust their actions as the Department develops its crime prevention and intervention strategies. But with Peregrine, the Crime Analyst will be better equipped to quickly customize and modify reports and dashboards to adjust to any changes in criminal activity.

The Department's command staff will be able to measure the results of decisions and strategies from the data available in Peregrine and make appropriate and timely adjustments in the deployment of scarce resources to employ the most impactful strategies.

Interagency coordination and collaboration will be facilitated and accelerated with Peregrine. Since the company provides a single platform, the Department can more effectively share data with other

law enforcement agencies, collaborate on investigations, and plan targeted enforcement efforts in real-time.

In concert with the request for an expanded ALPR system, Peregrine will provide a flexible foundation that can be used to understand and address other significant criminal activity beyond retail theft incidents. Such activity may include other types of property crime, e.g., vehicle and catalytic converter theft, commercial business thefts, residential burglaries, and the like. These criminal activities negatively impact commercial enterprise, economic activity, public safety, and quality of life in the community.

Although not specifically aligned with any requested equipment, the Department has embarked on an aggressive campaign to meet with and improve communication with retailers and managers at the main shopping centers in response to their requests for more police presence and a collaborative crime prevention effort. The Department has already created a mechanism for appropriately sharing intelligence information on suspects and crime trends to develop effective crime prevention programs. The main objective is to meet with the retailers and center managers on, at least, a quarterly basis, if not more frequently, to support collaborative efforts like undercover operations.

Because of Folsom's geography and heavy commuter traffic, response time to in-progress crimes can be significantly slowed. Even though the Department has had some success in apprehending fleeing offenders on traffic cameras or ALPRs, some success is not the goal of the Department. By expanding the ALPR system into more patrol vehicles, adding more Flock cameras to designated access and egress routes to the city and its shopping centers, and adding data integration software, Department staff will be able to swiftly review surveillance video footage and share that information with patrol units in real-time.

Suspects involved in retail or motor vehicle thefts in Folsom are not always identified and captured before they flee the city. That is reality. More often, suspects are identified from surveillance video footage and/or ALPR identification of suspect vehicles. By investing in data integration software that facilitates real-time sharing of information, patrol will be able to apprehend suspects more quickly. Data integration software will also be integral in charging the new California Penal Code Section 490.4, regarding organized retail theft. Detectives will be able to link cases together in a matter of minutes rather than days if not weeks. Investigations will be expedited, more efficient, more effective, and more comprehensive, resulting in more apprehensions and more successful criminal prosecutions.

There will be minimal staffing costs associated with this project. The Department intends to hire a temporary, part-time position to assist with managing the grant, to assist the Crime Analyst with crime pattern analysis, and to assist with real-time monitoring of surveillance video in the event of a crime. The Department has also

partnered with a retired community volunteer who has prior grant management experience.

The target areas for this project will be critically and objectively evaluated based on identified crime patterns and areas of high crime activity. The evaluation process will identify areas for possible improvement in the project plan and make reasonable and appropriate revisions to it. Indeed, the evaluation process will not be static, as crime patterns and areas of high crime activity continually morph. Evaluations will need to be designed to rapidly evolve in response to these changes.

The evaluation process will include, not only objective crime statistical analysis but just as importantly, input from Department staff and a full spectrum of community members including historically under-represented and under-served community members and community retailers large and small who are especially impacted by retail theft. Input and feedback from those stakeholders will be constantly and aggressively sought.

As reasonable, appropriate, and legally permissible, the Department may share some of the information gathered by this project with non-law enforcement entities including community organizations and community retailers. This information sharing will be focused on crime prevention education.

The project's goals, objectives, and impact are described in the completed Project Work Plan included as an Attachment.

The Department has implemented and strictly enforces the attached policies related to surveillance technology, securing any data collected or stored, and racially biased policing.

Project Organizational Capacity and Coordination	Most of the additional workload created by implementing this project will be absorbed by existing Department staff and/or the Folsom Information Technology Department at no additional cost. However, there will be some minimal staffing costs associated with this project. The Department intends to hire a temporary, part-time position to assist with managing the grant and also to help with crime pattern analysis and real-time monitoring of surveillance video in the event of a crime. The Department has also partnered with a retired community volunteer who has prior grant management experience.
	To ensure the project is implemented as intended, project management and oversight will be provided by a Department supervisor selected by the Chief of Police. The selected supervisor will demonstrate relevant knowledge of the involved technology systems and will regularly communicate regarding the progress of the project with the contract vendor(s), the Department administrative and command staff, and any involved City staff.
	The internal partners involved in the implementation of the project include the Folsom City Council and City administration, whose approval is necessary for acceptance of the grant funding; the Finance Division to track the grant funds; and the Information Technology Department to implement the necessary software.
	Peregrine Technologies will be a significant partner as the contract vendor for providing the essential unified software platform to support contemporary data integration, analysis, and collaboration and the integration of a wide variety of information resources in the Department that are the foundation for this project. Flock will be another significant partner as the contract vendor for providing and installing 25 additional ALPR cameras.
	The external vendor partners have already been selected through the city's formal bidding process. As such, the Department is ready to initiate this project as soon as grant funds are accepted. However, the Department remains committed to continually evaluating the project and, as necessary, making revisions to ensure that the equipment, hardware, and software are consistent with rapidly evolving contemporary standards.
	The management structure and the decision-making process for the project make use of the Department's existing administrative structure. Immediate responsibility for the project will be assigned to a Department supervisor selected by the Chief of Police. That selected supervisor will demonstrate a reasonable knowledge of the technology that will be involved in implementing the project and final responsibility for the project will remain with the Chief of Police.
	The current Folsom City Council and City Manager are committed to continuing the funds for the project and potentially expanding the project through City revenue resources.
Project Evaluation	The Department recognizes that the grant does require periodic

assessments and monitoring. Peregrine, the software vendor selected to provide the single platform for operating the Department's retail theft response strategy, also provides the tools to measure the impact of the grant. The data sources and performance measurements can be monitored and evaluated using the reporting and dashboard functions in the Peregrine software platform. This will enable the Department to determine in real-time the impact of actions taken to ensure that the organization's scarce resources are being utilized in the most efficient and effective manner.

The performance measurements that will be monitored and evaluated include but are not limited to, reports, arrests, and investigations that can be analyzed in the software platform by date, location, officer, and/or elements of the crime.

The project will be monitored and evaluated for its effectiveness on a regular basis throughout the funding period, focusing on its effectiveness in achieving the goals and objectives detailed in the Project Work Plan. If the project is not effective in achieving those goals and objectives, the Department is willing and able to change equipment, hardware, or software as appropriate. The Department is fully committed to the success of the project in enhancing and maintaining public safety in the community.

Monitoring activities and the evaluation process will be facilitated by regularly scheduled Department staff meetings, including involved patrol officers, investigators, civilian staff, field supervisors, Department administrative staff, District attorney staff, Information Technology staff, and the Crime Analyst. The external contract vendor partners involved in the project, i.e., Peregrine and Flock, may be incorporated into the evaluation process if there are issues regarding the effectiveness of equipment, hardware, or software. The Department will also regularly solicit input on the effectiveness of the project from external stakeholders in the community including historically under-represented and under-served community members and large and small retailers.

Some of the project evaluation process will include qualitative analysis, e.g., community members and large and small retailer perceptions of the safety in the community. Quantitative analysis will be based on objective crime statistics and investigation clearance rate data. That quantitative data will be collected by the Crime Analyst assigned to the project, comparing baseline data established before the project was implemented and subsequent data collected after the project was implemented.

The method used for quantitative data assessment of whether the project achieved the desired outcomes is quite simple and objective. Attempting to determine the quantitative data related to crimes that may have been prevented by the project is extremely problematic and unreliable. However, a reduction in crime statistics and an improvement in investigation clearance rates are easily quantifiable

	for an objective assessment of the project.
Budget Instructions	**Applicants are required to submit a Proposal Budget and Budget Narrative (Budget Attachment). Upon submission the Budget Attachment will become Section 5: Budget (Budget Tables & Narrative) making up part of the official proposal. The Budget Attachment must be filled out completely and accurately. Applicants are solely responsible for the accuracy and completeness of the information entered in the Proposal Budget and Budget Narrative. The Proposal Budget must cover the entire grant period. For additional guidance related to grant budgets, refer to the BSCC Grant Administration Guide. The Budget Attachment is provided as a stand-alone document on the BSCC website.**

Budget Attachment

ORT-Grant-Program-Budget-Folsom_Police.xlsx

SECTION V - ATTACHMENTS	**This section list the attachments that are required at the time of submission, unless otherwise noted. Project Work Plan (Appendix B) - Mandatory Grantee Assurance for Non-Governmental Organizations (Appendix D) - Mandatory Local Impact Letter(s) (Appendix E) - Mandatory Letter(s) of Commitment (Appendix F) - If Applicable Policies Limiting Racial Bias - Refer to page 9 of the Proposal Instruction Packet - Mandatory Policies on Surveillance Technology - Refer to page 9 of the Proposal Instruction Packet - If Applicable Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G) - Mandatory Governing Board Resolution (Appendix H) - Optional**

Project Work Plan (Appendix B)

Folsom_PD_Project_Work_Plan_July_2023.pdf

Grantee Assurance for Non-Governmental Organizations (Appendix D)

Non-Governmental_Org_Assurance-_Folsom_Police.pdf

Local Impact Letter(s) (Appendix E)

Local_Impact_Letter-Folsom_Police.pdf

Letter(s) of Commitment, (Appendix F)	n/a

Policies Limiting Racial Bias

Bias-Based_Policing_Policy_Folsom_Police.pdf

Policies on Surveillance Technology

Automatic_Vehicle_Locator__AVL__System_Policy_Folsom_Police.pdf
Facial_Recognition_Policy_Folsom_Police.pdf

Certification of Compliance with BSCC Policies on Debarment, Fraud, Theft, and Embezzlement (Appendix G)

Certification_of_Compliance_with_BSCC_Policies_-Folsom_Police.pdf

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OPTIONAL: Governing Board Resolution (Appendix H)

CC_RESOLUTION_11042_06_13_2023_Folsom_Police.pdf

OPTIONAL: Bibliography   n/a

CONFIDENTIALITY NOTICE: **All documents submitted as a part of the Organized Retail Theft Prevention Grant Program proposal are public documents and may be subject to a request pursuant to the California Public Records Act. The BSCC cannot ensure the confidentiality of any information submitted in or with this proposal. (Gov. Code, § 6250 et seq.)**

Applicants must complete a Project Work Plan. This Project Work Plan identifies measurable goals and objectives, process and outcome measures, activities and services, responsible parties for those activities and services, data sources and estimated timelines. Completed plans should (1) identify the project's top goals and objectives; (2) identify how the goal(s) will be achieved in terms of the activities, responsible staff/partners, and start and end dates, process and outcome measures; and (3) provide goals and objectives with a clear relationship to the need and intent of the grant. As this grant term is for three (3) years, the Project Work Plan must attempt to identify activities/services and estimate timelines for the entire grant term. A minimum of one goal and corresponding objectives, process measures, etc. must be identified.

Applicants must use the Project Work Plan provided below. You will be prompted to upload this document to the BSCC-Submittable Application.

(1) Goal:	To reduce incidents of retail theft in Folsom		
Objectives (A., B., etc.)	A. Improve public safety for residents, visitors, and large and small retailers. B. Implement the data integration, analysis, and collaboration unified software platform from Peregrine Technologies to synthesize data quickly and accurately from a wide variety of information resources. C. Identify and target crime patterns and areas of high criminal activity. D. Identify and apprehend offenders responsible for retail thefts. E. Deter retail theft criminal activity through crime prevention deployments and pro-actively identifying suspects and suspect vehicles before retail thefts occur.		
Process Measures and Outcome Measures:	A. Project strategies and activities have been implemented in accordance with the established timeline. B. Required equipment and software have been purchased and installed. C. Required staff has been hired, trained, and assigned. D. Documented reduction in crime statistics related to retail theft. E. Increased effectiveness of criminal investigations and successful criminal prosecutions. F. Documented improvement in feeling of public safety supported by input from community members and retailers.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
A. Purchase and installation of Peregrine Technologies unified software platform. B. Purchase and installation of 25 Flock ALPR cameras C. Purchase an installation of 4 patrol cars with Motorola Solutions Vigilant LPR cameras.	A. Designated Department supervisor B. Contract vendors including but not limited to Peregrine, Vigilant and Flock.	October 1, 2023	April 1, 2024

List data and sources to be used to measure outcomes:
  A. Reduction in crime statistics related to retail thefts.
  B. Increase in clearance rates for criminal investigations.
  C. Increase in successful prosecutions resulting in criminal convictions.
  D. Improvement in feeling of public safety supported by input from community members and retailers solicited through community engagement.

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative	
Name of Applicant: (i.e., County Sheriff's Office, County Probation Department, or City Police Department)	Folsom Police Department (California)

44-Month Budget: October 1, 2023 to June 1, 2027

Note: Rows 7-16 will auto-populate based on the information entered in the budget line items (Salaries and Benefits, Services and Supplies, etc.)

Budget Line Item	Total
1. Salaries & Benefits	$157,000.00
2. Services and Supplies	$9,000.00
3. Professional Services or Public Agencies	$0.00
4. Non-Governmental Organization (NGO) Subcontracts	$0.00
5. Data Collection and Evaluation	$34,950.00
6. Equipment/Fixed Assets	$505,000.00
7. Financial Audit (Up to $25,000)	$10,000.00
8. Other (Travel, Training, etc.)	$0.00
9. Indirect Costs	$0.00
TOTAL	**$715,950.00**

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Part-time Temporary Assistant	3 year term at $24 per hour, no benefits	$72,000.00
Overtime for Quarterly Deployments	100 hours for 6 officers ($117/hour), 1 Sergeant ($149/hour) and one analyst ($70/hour)	$85,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$157,000.00**

1b. Salaries & Benefits Narrative:

Part-time temporary assistant to support the analyst managing the grant and perform assessments and real-time monitoring of cameras. In addition, we will be planning quarterly operations per year, working in conjunction with the retailers to saturate the shopping centers and conduct crime prevention efforts. There will be one sergeant and five officers covering two shopping centers and they will be supported by one analyst.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
Large Format Printer	Lease or Purchase depending on available plans and fluctuating costs.	$5,000.00
Desktop Computer and monitors	Equipment for part-time temporary position	$2,000.00
Laptop	Equipment for part-time temporary position	$2,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$9,000.00**

2b. Services and Supplies Narrative:

Printer will be used to print charts for ops briefings and presentations and computer and laptop will be for the part-time temporary position.

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	$0.00

3b. Professional Services Narrative

Enter narrative here. You may expand cell height if needed.

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	$0.00

4b. Non-Governmental Organization (NGO) Subcontracts Narrative

Enter narrative here. You may expand cell height if needed.

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Monthly review by Crime Analyst	8 hours per month for 36 months	$22,000.00
Local Evaluation Plan and Reporting Development	As required by grant budget instructions	$12,950.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	$34,950.00

5b. Data Collection and Evaluation Narrative

A monthly review of the data will be conducted by the crime analyst. They will work in conjunction with the volunteer to provide the necessary performance measures and evaluations. A consultant may be utilized for local plan development and reporting if necessary.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
Add Vigilant ALPR to Patrol Vehicles	4 cars at $20,000 each	$80,000.00

Add 25 more Flock Cameras	Covers two shopping centers and entrances and exits to the City, $5,000 each for 3 years	$125,000.00
Data Integration Software	$100,000 per year	$300,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTALS		**$505,000.00**

6b. Equipment/Fixed Assets Narrative

Expanded our camera coverage would assist in swifter apprehension and provides visual proof of identifications for arrest and investigations. Data integration software allows for real-time monitoring of fleeing suspects and streamlines the investigative process.

7a. Financial Audit

Description	Calculation for Expense	Total
Financial Audit by CPA	CPA Rate	$10,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$10,000.00**

7b. Financial Audit) Narrative:

Per grant application instructions, an audit of the Department's financial statements will be completed to ensure accuracy in accordance with generally accepted accounting principles.

8a. Other (Travel, Training, etc.)

Description	Calculation for Expense	Total
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$0.00**

8b. Other (Travel, Training, etc.) Narrative:

The annual meetings in Sacramento are less than 30 miles from Folsom therefore no claim for travel.

9a. Indirect Costs

For this grant program, indirect costs may be charged using only **one** of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization **does not have** a federally approved indirect cost rate.	$0	$0
If using Option 1) grant funds allocated to Indirect Costs may not exceed:	*$0*	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization **has** a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	$0	$0
If using Option 2) grant funds allocated to Indirect Costs may not exceed:	*$0*	

Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns **red** *, please adjust it to not exceed the line-item noted.*	*TOTAL*	$0	$0

9b. Indirect Costs Narrative:

Enter narrative here. You may expand cell height if needed. **If using a federally approved indirect cost rate, please include the rate in the narrative.**

July 5, 2023

Attn: Board of State and Community Corrections

The Folsom Police Department has evaluated the proposed project plan for the Organized Retail Theft Grant and have determined there to be no significant local impact. Our quarterly operations will have no impact on the retailers. Nor do we believe there to be any additional impact on the criminal justice system, such as the County's Jail or District Attorney's Office.

Thank you,

Lt. David Canepa
Criminal Investigations Division
dcanepa@folsom.ca.us
(916) 461-6465

Bias-Based Policing

400.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the Folsom Police Department's commitment to policing that is fair and objective.

Nothing in this policy prohibits the use of specified characteristics in law enforcement activities designed to strengthen the department's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

400.1.1 DEFINITIONS

Definitions related to this policy include:

Bias-based policing - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4).

400.2 POLICY

The Folsom Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

400.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

400.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

Members shall not collect information from a person based on religious belief, practice, affiliation, national origin or ethnicity unless permitted under state or federal law (Government Code § 8310.3).

Members shall not assist federal government authorities (Government Code § 8310.3):

(a) In compiling personal information about a person's religious belief, practice, affiliation, national origin or ethnicity.

(b) By investigating, enforcing or assisting with the investigation or enforcement of any requirement that a person register with the federal government based on religious belief, practice, or affiliation, or national origin or ethnicity.

400.4   MEMBER RESPONSIBILITIES

Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

400.4.1   REASON FOR CONTACT

Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual.

To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable.

Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

400.5   TRAINING

Training on fair and objective policing and review of this policy should be conducted as directed by the Training Unit.

(a)   All sworn members of this department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.

(b)   Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.

(c)   Each sworn member of this department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

400.6   REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Professional Standards Unit Manager shall ensure that all data required by the California Department of Justice (DOJ) regarding complaints of racial bias against officers is collected and provided to the Records Supervisor for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Unit Policy.

Automatic Vehicle Locator (AVL) System

439.1 PURPOSE AND SCOPE
The purpose of the Automatic Vehicle Locator (AVL) System is to assist Communications personnel with dispatching units and locating personnel in emergency situations. The AVL System is also intended to provide an enhanced mapping and call routing companion to the Computer Aided Dispatch system.

439.2 POLICY
It is the policy of the Folsom Police Department to install, use and maintain an Automatic Vehicle Locator (AVL) System in designated police vehicles.

439.3 FIELD PERSONNEL

(a)   Vehicles equipped with AVL will automatically activate when the vehicle's mobile computer system is turned on.

(b)   Personnel shall not tamper with or disable any component of an AVL System installed in any designated police vehicle.

(c)   Personnel assigned to a vehicle equipped with an AVL System that is not functioning properly shall document the problem on a vehicle maintenance report request form and exchange the vehicle for one with a properly functioning AVL System when availability permits.

(d)   Personnel utilizing the AVL system should remain cognizant of their surroundings and cautious of traffic or other hazards. Use of AVL while driving shall not conflict with FPPM 448.2.1, MDT Use While Driving.

439.4 DISPATCH PERSONNEL

(a)   Dispatch personnel will have the ability to utilize the AVL System to select and dispatch a unit to a call for service based on their location.

(b)   Dispatch personnel will have the ability to utilize the AVL System to locate field personnel involved in emergencies or perceived emergency situations, such as, but not limited to pursuits, emergency button activations or a lack of a response to radio transmissions.

(c)   Dispatch personnel shall verify that all in-service patrol vehicles with AVL Systems are displayed on the AVL screen in Dispatch and shall notify any unit when their AVL System is not properly functioning. Notification of the failure shall also be made to the on-duty patrol supervisor.

439.5 SUPERVISORY PERSONNEL

(a)   The AVL System is not intended to be used as a supervisory tool to routinely or randomly monitor the movements of field personnel.

(b)   The AVL system has the capacity to store data that can be viewed upon request.

1.   The AVL System Database may be reviewed by an investigator participating in an official Department investigation, such as a personnel complaint, claims investigations, administrative inquiry, or criminal investigation. The database may also be reviewed, as needed, by managers as a means to evaluate deployment coverage and strategies, and assess and develop training needs, or for authorized demonstrations.

2.   Department personnel may request a review of the AVL System Database for their assigned vehicle in order to assist in reconstructing and documenting their movement in situations such as a pursuit. This request should be made to the on-duty Watch Commander who will be responsible for authorizing the release of this data.

Facial Recognition

452.1 PURPOSE AND SCOPE

The purpose of Folsom Police Department's facial recognition systems policy is to assist designated personnel and partner law enforcement agencies in the identification of persons associated with criminal investigations and the identification of missing persons. A criminal investigation is an official investigation regarding a suspected violation of California law. Facial recognition systems will be used in accordance with California law, including the California Values Act [Government Code Section 7282.5]. Although a search warrant is generally not required to utilize facial recognition software, a search warrant shall be obtained if it is legally required.

The Folsom Police Department recognizes that facial recognition analysis systems are only one investigative step and, when feasible, the results shall not be exclusively relied upon to provide a definitive identification of an individual. Facial recognition analysis systems should be used in conjunction with other investigative steps to identify individuals associated with a criminal or missing persons investigation. Facial recognition analysis resources are tools that may only be utilized for a legitimate law enforcement or public safety purpose.

452.2 AUTHORIZED AND PROHIBITED USE

Only designated Folsom Police Department personnel may have authorized access to perform facial recognition searches utilizing facial recognition systems for the lawful purpose of:

- Assisting in the identification of subjects lawfully sought by law enforcement, where reasonable suspicion has been established that an identifiable individual has committed a criminal offense or is involved in or planning criminal conduct or activity, and that the information is relevant to the criminal conduct or activity.

- Assisting in the identification of victims or witnesses to a criminal offense.

- Assisting in the identification of missing persons.

- Assisting in the identification of the owners of lost or stolen property.

In all instances, access to the software shall require security identification, password authentication, and incident number documentation.

452.3 DATA RETENTION

The Administration Bureau Commander is responsible for ensuring systems and processes are in place for the proper collection and retention of facial recognition data.

The probe images and results must be maintained and purged according to Folsom Police Departments records retention schedule and applicable state laws. The Folsom Police Department will maintain a log/audit trail of requested, accessed, searched, or disseminated facial recognition information.

452.4   DATA DISSEMINATION

All entities receiving the results of a facial recognition search, must be cautioned that the resulting candidate images do not provide positive identification of any subject, are considered advisory in nature as an investigative lead only, and do not establish probable cause, without further investigation, to obtain an arrest warrant or other legal process. The following statement will accompany any shared information of released most likely candidate image(s) and any related records:

> "The Folsom Police Department is providing this information as a result of a search, utilizing facial recognition analysis software. This information is provided only as an investigative lead and IS NOT TO BE CONSIDERED A POSITIVE IDENTIFICATION OF ANY SUBJECT. Any possible connection or involvement of any subject to the investigation must be determined through further investigation and investigative resources."

452.5   ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The Folsom Police Department will observe the following safeguards regarding access to and use of stored data:

- All facial recognition data shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time.

- Members approved to access facial recognition data under these guidelines are permitted to access the data for legitimate law enforcement purposes only.

- Facial recognition system audits should be conducted every 6 months by the account administrator.

For security or data breaches, see the Records Release and Maintenance Policy.

452.6   TRAINING

The Training Officer should ensure that members receive department-approved training for those authorized to use or access the facial recognition software.

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