

Title	<b>Monterey County Sheriff's Office</b>	07/07/2023
	by <b>David Vargas</b> in <b>Organized Retail Theft Prevention Grant Program</b>	id. 41329071
	vargasde@co.monterey.ca.us	

## Original Submission 07/07/2023

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) **Monterey County Sheriff's Office**

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 **Monterey County Sheriff's Office**

---

Applicant's Physical Address **1414 Natividad Rd  
Salinas  
California  
93906  
US**

---

Applicant's Mailing Address (if different than the physical address) **n/a**

---

Mailing Address for Payment **1414 Natividad Rd  
Salinas  
CA  
93906  
US**

---

Tax Identification Number **94-60000524**

---

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  
Vargas**

---

Project Director's Title with Agency/Department/Organization **Sheriff's Office Detective Sergeant**

---

Project Director's Physical Address **1414 Natividad Rd  
Salinas  
CA  
93906  
US**

---

Project Director's Email Address **vargasde@co.monterey.ca.us**

---

Project Director's  
Phone Number **+18317553771**

---

Financial Officer **Jonabel  
Perez**

---

Financial Officer's  
Title with  
Agency/Department/Organization **Finance Manager**

---

Financial Officer's  
Physical Address **1414 Natividad Rd  
Salinas  
CA  
93906  
US**

---

Financial Officer's  
Email Address **perezjo@co.monterey.ca.us**

---

Financial Officer's  
Phone Number **+18317554559**

---

Day-To-Day Program  
Contact **Jason  
Smith**

---

Day-To-Day Program  
Contact's Title **Sheriff's Office Commander**

---

Day-To-Day Program  
Contact's Physical  
Address **1414 Natividad Rd  
Salinas  
CA  
93906  
US**

---

Day-To-Day Program  
Contact's Email  
Address **SmithJL@co.monterey.ca.us**

---

Day-To-Day Program  
Contact's Phone  
Number **+18317553771**

---

Day-To-Day Fiscal  
Contact **Jonabel  
Perez**

---

Day-To-Day Fiscal  
Contact's Title **Finace Manager**

---

Day-To-Day Fiscal  
Contact's Physical  
Address **1414 Natividad Rd  
Salinas  
CA  
93906  
US**

---

Day-To-Day Fiscal Contact's Email Address	<b>perezjo@co.monterey.ca.us</b>
Day-To-Day Fiscal Contact's Phone Number	<b>+18317554559</b>
Name of Authorized Officer	<b>Tina Nieto</b>
Authorized Officer's Title	<b>Sheriff-Coroner, Monterey County</b>
Authorized Officer's Physical Address	<b>1414 Natividad Rd Salinas CA 93906 US</b>
Authorized Officer's Email Address	<b>nietoTM@co.monterey.ca.us</b>
Authorized Officer's Phone Number	<b>+18317553725</b>
Authorized Officer Assurances	<b>checked</b>
SECTION III - PROGRAM INFORMATION	<b>This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.</b>
Project Title	<b>Monterey County, Retail and Car Theft Prevention Grant</b>
Proposal Summary	<b>The Monterey County Sheriff's Department is dedicated to combating organized retail theft, motor vehicle accessory theft and protecting the interests of our community. Through the implementation of the Organized Retail Theft Program and Motor Vehicle Program, we aim to disrupt criminal networks, enhance collaboration, and create a safer retail environment for businesses and residents in Monterey County and surrounding areas. We seek the support and partnership of retailers, community members, and stakeholders to achieve our goals and foster a secure and thriving community. Monterey County Sheriff is humbly seeking \$488,634 in funding to purchase 30 ALPR cameras.</b>

**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  
PPA 2: Motor Vehicle or Motor Vehicle Accessory 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.**

---

**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 Monterey County Sheriff's Department is requesting 30 ALPR Automatic License Plate Recognition Cameras for this Grant Program. The inclusion of ALPR cameras in the coverage area offers several advantages for the Organized Retail Theft Prevention Program and Motor Vehicle Theft and Accessory Theft efforts. These cameras aim to enhance the Sheriff's Department efforts in combating organized retail theft as well as theft of motor vehicle theft and vehicle accessories. ALPR cameras use advanced optical character recognition technology to capture and analyze license plate numbers in real-time. By installing these cameras in strategic locations, the Sheriff's Department can monitor traffic, identify reported vehicles, and cross-reference license plate data with relevant databases. The proposed ALPR cameras will aid in identifying stolen vehicles, wanted individuals, and vehicles involved in retail theft and motor vehicle and accessory theft. With the addition of 30 ALPR cameras, the Monterey County Sheriff's Department can extend their technological capabilities, providing a**

broader coverage area for identifying vehicles involved in organized retail theft and motor vehicle accessory theft. ALPR cameras will be strategically positioned to monitor traffic in specific areas, such as parking lots, road intersections, or highways. They will capture images of passing vehicles, focusing on their license plates. The captured images will be processed using optical character recognition, which extracts the license plate numbers from the images. ALPR software will effectively recognize and analyze characters, even in various lighting conditions and angles. ALPR cameras supply a powerful tool for identifying individuals involved in criminal activities. By scanning license plates and cross-referencing the data with databases of known offenders, wanted individuals, or persons of interest, law enforcement will quickly identify potential suspects and their associated criminal history. ALPR technology enables rapid scanning and processing of license plate data, allowing law enforcement to quickly identify stolen vehicles and reported suspicious activity. This will lead to timely responses and improved chances of apprehension. ALPR cameras will aid in tracking the movements of known wanted crews or gangs involved in criminal operations. By monitoring their vehicles and license plates, law enforcement can gather valuable intelligence on their activities, patterns, and affiliations to allow for officer/community safety in opting for a place of arrest. When a match is found between a captured license plate and a database entry, law enforcement officers are promptly alerted. This enables them to take immediate action, such as conducting a traffic stop, investigating reported suspicious activities, or apprehending individuals involved in criminal acts.

The presence of ALPR cameras and the sharing of information acts as a deterrent to potential criminals involved in retail theft and motor vehicle accessory theft. Knowing that their activities can be reviewed increases the risk for perpetrators, discouraging such criminal behavior. The recognized license plate numbers are instantly cross-referenced with relevant databases, such as those containing records of stolen vehicles, wanted individuals, and vehicles associated with retail theft or motor vehicle and accessory theft. Knowing that their movements are being tracked and that the data is shared among law enforcement agencies increases the risk and likelihood of detection for criminals, potentially deterring them from engaging in illegal activities.

ALPR cameras generate a wealth of data and serves as a valuable resource and will be uses for crucial leads during a criminal investigation related to organized retail theft, motor vehicle and accessory theft. ALPR provides a comprehensive record of vehicle movements, license plate sightings and aid in the establishment of patterns, analyze trends, and provide valuable leads during investigations related to stolen vehicles, retail theft, motor vehicle and accessory theft, identification of suspects, and collection of evidence for successful prosecutions. By combining ALPR data with other sources of information, such as surveillance footage or witness testimonies, law enforcement agencies can and will build stronger cases against criminals, crews, and gangs.

By employing ALPR technology and establishing a system for

sharing data and related information with police departments throughout the state promotes collaboration and improves the chances of identifying criminals, apprehension of criminals, monitoring wanted crew and gangs, and fostering collaboration among different jurisdictional boundaries. By creating a network that facilitates the exchange of information, law enforcement agencies can leverage shared resources to enhance criminal identification efforts. This cooperative approach strengthens the overall effectiveness of law enforcement efforts in combating crime throughout the state.

Monterey County Sheriff's Department reported that in the last two years there were 601 reported thefts related to organized retail theft and 2,676 stolen vehicles. Vehicle theft is a serious crime that affects both individuals and the community as a whole. Stolen vehicles can be used for various purposes, including transportation for other criminal activities, illegal resale, or stripping for parts. ORC involves planned and coordinated thefts targeting retail establishments, often with the intention to resell stolen merchandise for profit. These thefts can have significant financial implications for businesses and impact the local economy. Vehicle theft is a serious crime that affects both individuals and the community as a whole. Stolen vehicles can be used for various purposes, including transportation for other criminal activities, illegal resale, or stripping for parts. These numbers help illustrate the scale and impact of these crimes in Monterey County and the need for this award.

---

#### Project Description

The Monterey County Sheriff's Department is committed to addressing the growing threat of organized retail theft and motor vehicle theft within our community. The purchase and strategic placement of ALPR cameras throughout Monterey County will enable the Monterey Sheriff's Department to gain a better overview of the issues at hand and, improve situational awareness, and make informed decisions to enhance public safety and crime prevention efforts. The Organized Retail Theft Prevention and Motor Vehicle and Accessory Theft Program aims to deter, disrupt, and prosecute individuals and criminal networks engaged in organized retail theft activities. By collaborating with retailers, community organizations, and surrounding law enforcement agencies, we seek to protect businesses, enhance public safety, and preserve the economic vitality of Monterey County. Our department is committed to promoting public safety and enhancing community engagement in Monterey County and surrounding areas. This proposal outlines our plan to use the grant funds to establish a comprehensive retail crime prevention program in collaboration with local retailers, law enforcement agencies, and community stakeholders.

Monterey County, with its one hundred miles of coastline and a population of around 500,000, is a popular tourist destination and is traversed by major highways such as Highway 1 and Highway 101. This accessibility and movement have contributed to a high transient crime rate, requiring law enforcement agencies to be vigilant in monitoring these routes and implementing effective measures to deter and respond to transient criminal activity.



**In particular, the City of Salinas, as the County Seat, faces the highest crime area within Monterey County. The Monterey County Sheriff's Department and other local Law enforcement agencies must allocate focused attention and resources to address various crime issues, including retail theft, motor vehicle theft, violent crimes, property crimes, gang activity, and drug-related offenses. From 2021-2023 there has been 932 vandalisms that have been reported. High retail theft areas for small business in Monterey County, include Marina, Carmel, and Salinas, as well as the targeted box stores and alcohol theft. These challenges require constant efforts from law enforcement to combat criminal activities, enhance public safety, and ensure the well-being of the community.**

**The collaboration between Monterey County and other cities like Oakland, San Francisco, and Richmond to combat these issues is commendable and addressing these challenges necessitate a multi-pronged approach, including targeted law enforcement efforts, community involvement, collaboration with other agencies, and public awareness campaigns. By employing these strategies, Monterey County Sheriff's Department will work towards creating safer communities, reducing crime rates in tourist areas, protecting businesses from retail theft, addressing catalytic converter theft, and combating gang-related activities.**

**To address the specific crime challenges, the Monterey Sheriff's Department, and other local law enforcement agencies in Monterey County, particularly in Salinas, already have an implementing strategy such as targeted patrols, intelligence-led policing, community engagement programs, and specialized units to address gang activity and drug-related offenses. The Monterey Sheriff's Department has established a Property Crime Theft Unit in Monterey County that collaborates with state, local, and federal agencies, including the DEA (Drug Enforcement Administration), HSI (Homeland Security Investigations), and CDJ (California Department of Justice), which demonstrates a comprehensive approach to addressing property crimes and enhancing investigations. The addition of ALPR cameras to the county's monitoring infrastructure will contribute to these efforts by providing valuable information of events that occur, aiding in investigations. Collaboration and information sharing among law enforcement agencies at the local, state, and federal levels will be vital to effectively combat transient crime and organized criminal network. The Monterey County Sheriff's Department established an Auto Theft Task Force, known as MADCAT (Multiagency Detail Combating Auto Theft), by the county to combat catalytic converter crimes is a proactive step towards addressing this issue. The MADCAT Task Force comprises law enforcement personnel from multiple agencies within Monterey County. It includes two Monterey County Sheriff's Deputies, two Highway Patrol Officers, two Salinas Officers, and one District Attorney from Monterey County. This collaborative approach allows for pooling resources, expertise, and jurisdictional cooperation to effectively combat auto theft and catalytic converter crimes. The MADCAT Task Force has been**

successful in recovering approximately three hundred stolen vehicles each year. The recovery of these vehicles represents a significant financial value of around three million dollars. By locating and recovering stolen vehicles, the task force contributes to reducing the impact of auto theft on victims and the community as a whole. Through their proactive approach, the MADCAT Task Force generates about 125 arrests per year. These arrests are instrumental in holding individuals accountable for their involvement in catalytic converter thefts and motor vehicle theft. Prosecuting offenders sends a strong message and acts as a deterrent against future criminal activities. The collaboration among multiple agencies within the task force allows for the sharing of resources, information, and intelligence. This collective effort enhances problem-solving capabilities, improves the efficiency of investigations, and increases the likelihood of successful prosecutions. The coordinated approach helps in identifying patterns, tracking down suspects, and dismantling criminal networks involved in catalytic converter thefts and motor vehicle theft. Gang activity is a significant concern in areas like Salinas. Targeted enforcement efforts will help disrupt gang-related activities and reduce violence associated with gang conflicts.

The Crime Analysts Unit within the Monterey County Sheriff's Office will be responsible for collecting and recording data obtained from the ALPR cameras. This data will provide crucial information, evidence, and intelligence related to criminal activities captured by the ALPR cameras. The department will work with the prosecution team to strengthen cases, increase conviction rates, and solidify prosecutions, leading to improved outcomes in criminal trials.

Additionally, community involvement and partnerships are crucial in creating safer environments. Establishing neighborhood watch programs, encouraging community reporting, and proactive outreach efforts can help foster trust, gather valuable information, and enhance crime prevention and resolution.

By being attentive to the unique aspects of Monterey County, such as its coastline, tourist influx, and the high crime area in Salinas, the Sheriff's Department has and will develop comprehensive strategies that prioritize public safety, deter criminal activities, and work towards the well-being of residents and visitors alike.

---

Project  
Organizational  
Capacity and  
Coordination

The Sheriff's Office will ensure that the project has clear leadership and defined roles and responsibilities. Designate individuals or teams responsible for overseeing the project, coordinating activities, and ensuring effective communication and collaboration among different units or departments within the Sheriff's Department. Assess and allocate resources, including personnel, budget, and equipment, to support the project's objectives. The department will provide adequate staffing, training, and technology infrastructure. These are essential to build organizational capacity and ensure smooth coordination.

The Sheriff's Department will provide any new training and skill development programs to enhance the capabilities of personnel involved in the project. This will include any updated training on ALPR camera operation and maintenance, data analysis, privacy, and legal considerations, as well as leadership and communication skills. Training programs should cover the technical aspects of the camera systems, data management, privacy considerations, and the proper handling of captured information. Ensuring that staff members are well-trained and proficient in utilizing ALPR technology is crucial for maximizing the benefits of the cameras.

Establish mechanisms for effective information sharing and collaboration among different units or divisions within the Sheriff's Department. This can involve implementing communication channels, regular meetings or briefings, and standardized protocols for sharing information, coordinating operations, and responding to incidents. Coordination with other law enforcement agencies within Monterey County, neighboring jurisdictions, and relevant state and federal agencies is crucial. Establishing protocols and mechanisms for sharing data, coordinating operations, and collaborating on investigations will enhance the effectiveness of the ALPR camera program. Regular communication and information sharing among agencies will promote a comprehensive and coordinated approach to combating crime. The Sheriff's department will develop appropriate metrics and evaluation methods to assess the effectiveness of the project. Regularly monitor progress, collect feedback, and measure key performance indicators to ensure that the project is on track and meeting its objectives. The department will use this information to make necessary adjustments and improvements as needed.

Engage relevant stakeholders, such as other law enforcement agencies, community organizations, and local government entities, to foster collaboration and support for this project. The department has established partnerships, coordinate efforts, and leverage resources to maximize the impact of the project.

Implement a culture of continuous improvement by encouraging feedback, learning from experiences, and adapting strategies based on lessons learned. Foster a supportive environment that encourages innovation and the sharing of best practices within the organization.

By addressing the Departments organizational capacity and coordination through training, infrastructure, data management, collaboration, and evaluation, the Monterey County Sheriff's Department can effectively leverage ALPR cameras to enhance law enforcement capabilities, improve public safety, and combat criminal activities in Monterey County and surrounding areas.

**Evaluation and Continuous Improvement:** Regular evaluation and assessment of the ALPR camera program's effectiveness should be conducted. Monitoring key performance indicators, feedback from staff and stakeholders, and analyzing the impact on crime reduction will help identify areas for improvement and inform future decision-making. This process ensures that the Sheriff's Department can continuously optimize the use of ALPR cameras to achieve the desired outcomes.

**Data Collection:** Develop standardized data collection procedures to ensure consistent and reliable data on organized retail theft incidents, arrests, prosecutions, and recovered merchandise.

**Regular Reporting:** Establish a reporting schedule to provide regular updates on the program's progress and outcomes. Develop concise and informative reports that highlight key findings, trends, successes, challenges, and recommendations.

**Program Review and Reflection:** Conduct periodic program reviews to reflect on the program's effectiveness, identify areas for improvement, and address any challenges or emerging trends related to organized retail theft.

**Feedback and Collaboration:** Seek feedback from stakeholders through surveys, focus groups, or meetings to gather their insights and ideas for program improvement. Foster collaboration with retailers, law enforcement agencies, and community organizations to share best practices and innovative solutions. Use evaluation findings and stakeholder feedback to adapt strategies, improve interventions, and innovative approaches to effectively address the evolving challenges of organized retail theft and motor vehicle theft.

The monitoring and maintenance of this system, as well as the cameras, will be the responsibility of the MADCAT Task Force Members and the Criminal Analyst Unit. They will ensure the proper functioning and accuracy of the cameras, manage data storage and retrieval, and provide support in utilizing the system effectively for investigations and intelligence gathering. The coordination between the MADCAT Task Force Members and the Criminal Analyst Unit ensures that the ALPR cameras and the interrogatable system are properly utilized, maintained, and aligned with the overall goals of the Sheriff's Department. This integration strengthens the county's ability to combat crime, gather intelligence, and collaborate with neighboring jurisdictions.

The addition of the currently awarded 22 ALPR cameras, along with the requested 30 additional cameras from the grant, will allow the county to create a comprehensive network of ALPR cameras encircling the county. This network will be integrated into an interrogatable system that connects with other counties. The installation of ALPR cameras strategically placed throughout the county will create a circumference of coverage. This network will

enhance surveillance capabilities, allowing for efficient monitoring of vehicle traffic and identification of license plates within and entering/exiting the county. The ALPR cameras will be integrated into an interrogatable system, which enables the sharing and querying of ALPR data across county lines. This integration promotes collaboration and information sharing with neighboring counties, improving regional law enforcement efforts and the ability to track vehicles involved in criminal activities. The implementation of this comprehensive ALPR network and interrogatable system will provide law enforcement agencies with valuable tools for crime prevention, investigation, and intelligence analysis. It can aid in identifying stolen vehicles, wanted individuals, and vehicles associated with criminal activities across county borders, contributing to enhanced public safety and more effective law enforcement.

---

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

**[Organized-Retail-Theft-Prevention-Grant-Program-Budget-Attachment.-Final.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)

**[Project-Work-Plan-ORT.docx](#)**

---

Grantee Assurance for Non-Governmental Organizations (Appendix D)

**[grantee\\_of\\_insurance.pdf](#)**

---

Local Impact Letter(s) (Appendix E)

**[Retail\\_Support\\_letters.pdf](#)**

---

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

---

Policies Limiting Racial Bias

[Bias-Based\\_Policing.pdf](#)

---

Policies on Surveillance Technology

[MoCounty\\_Purchasing\\_Manual.pdf](#)

[Public\\_Safety\\_Video\\_Surveillance\\_System.pdf](#)

---

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

[Certification-of-Compliance-with-BSCC-Policies-on-Debarment\\_-Fraud\\_-Theft\\_-and-Embezzlement-ORT.pdf](#)

---

OPTIONAL: Governing Board Resolution (Appendix H) n/a

---

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.)**

---

## Appendix B: Project Work Plan- Monterey County Sheriff

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.**

<b>(1) Goal:</b>	> To help identify criminals and gang members involved in retail theft cases and recognize by placing 30 ALPR cameras around the community and working with allied law enforcement.		
Objectives (A., B., etc.)	Objective A: Increased Identification of Criminals and Gang Members: Objective B: Implement proactive measures to significantly reduce incidents of organized retail theft within Monterey County. This includes targeting criminal networks involved in theft, shoplifting, fraud, and related crimes. Objective C: Improved Collaboration with Allied Law Enforcement		
Process Measures and Outcome Measures:	Measure: Number of criminals and gang members identified through community involvement and law enforcement efforts. Reduction in retail crime rates and associated losses within Monterey County. Outcome: An increase in the identification of individuals involved in criminal activities and gang membership within the community.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
Foster strong partnerships and collaboration among law enforcement agencies, retailers, and relevant stakeholders to create a united front against organized retail theft. Collaboration will include information sharing, joint investigations, and coordinated efforts to combat organized criminal networks involved in retail theft.	Commander Jason Smith Retail Theft Task Force Officers	>Oct. 1, 2023	> June 1, 2027

List data and sources to be used to measure outcomes: > Project Organizational Capacity and Coordination for the Organized Retail Theft Prevention Program. Monterey County Sheriff's Office and other local law enforcement agencies.

<b>(2) Goal:</b>	> Identify trends in Monterey County		
Objectives (A., B., etc.)	Objective A: Identify crime trends and patterns to inform targeted law enforcement strategies. Objective B: Enhanced Understanding of Crime Trends Objective C: Comprehensive Data Collection and Recording		
Process Measures and Outcome Measures:	To achieve the goal of identifying trends, it is crucial to gather and analyze relevant data to gain insights into emerging crime patterns. Measure: Comprehensive analysis of crime data, including crime rates, types of crimes, and geographic patterns. Outcome A comprehensive database of crime-related data will be established, including information on identified criminals, gang members, and criminal activities captured by the ALPR cameras. This database will provide valuable insights for assessing the effectiveness of the grant outcomes.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
Collaborate closely with the Criminal Analyst Unit and other relevant units within the Sheriff's Office to conduct in-depth analysis of crime trends. This can involve identifying key variables, correlations, and predictive indicators related to specific crimes or criminal activities. Regularly share findings and insights with relevant stakeholders, including local law enforcement, community organizations, and government agencies. By implementing these project activities, the Monterey County Sheriff's Office can effectively identify trends in criminal activity. This information will help inform targeted law enforcement strategies, resource allocation, and proactive crime prevention efforts. It enables law enforcement agencies to stay ahead of evolving crime patterns, respond effectively to emerging trends, and enhance public safety in Monterey County.	Commander Jason Smith Retail Theft Task Force Officers	Oct 1, 2023	June 1, 2027



List data and sources to be used to measure outcomes: The Crime Analysts Unit within the Monterey County Sheriff's Office will be responsible for collecting and recording data obtained from the ALPR cameras.

<b>(3) Goal:</b>	> Help solidify prosecutions.		
Objectives (A., B., etc.)	Objective A: Support the prosecution process to ensure successful outcomes in criminal cases. Objective B: Case Preparation Assistance Objective C: Contribution to Successful Prosecutions		
Process Measures and Outcome Measures:	Outcome: Increased conviction rates indicate the office's effectiveness in solidifying prosecutions and achieving successful outcomes in criminal trials.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
Project Activities: Collaborate with prosecutors and investigative units to aid in case preparation. This can involve gathering and organizing evidence, conducting thorough investigations, documenting chain of custody, and ensuring that all necessary documentation and witness statements are properly collected and prepared for trial.	Commander Jason Smith Crime Analyst Officers	Oct 1, 2023	June 1, 2023
List data and sources to be used to measure outcomes: The Crime Analysts Department's within the Monterey County Sheriff Office.			

**Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative**

**Name of Applicant:** *Monterey County Sheriff*

**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	\$0.00
2. Services and Supplies	\$0.00
3. Professional Services or Public Agencies	\$0.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$75,000.00
6. Equipment/Fixed Assets	\$387,000.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$1,634.00
9. Indirect Costs	\$0.00
<b>TOTAL</b>	<b>\$488,634.00</b>

**1a. Salaries & Benefits**

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$0.00</b>

**1b. Salaries & Benefits Narrative:**

N/A

**2a. Services and Supplies**

Description of Services or Supplies	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$0.00</b>

**2b. Services and Supplies Narrative:**



**5b. Data Collection and Evaluation Narrative**

\$75,000 to be set aside to cover staff wages to conduct and complete the evaluation plans or to be used to purchase additional equipment needed for the evaluation plans

**6a. Equipment/Fixed Assets**

Description of Equipment/Fixed Assets	Calculation for Expense	Total
30 ALPR Cameras	30 cameras and the initial subscription and set up fees	\$147,000.00
Two years of camera subscription	Recurring fee for subscription and camera warranties	\$240,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTALS</b>		<b>\$387,000.00</b>

**6b. Equipment/Fixed Assets Narrative**

\$3,000 per camera plus the implantation fee (Per Camera fee: Standard Implentation Fee- \$650.00, Advanced Implentation fee- \$1,900.00, and an Existing Infrasturture Implentation fee- \$150.00) there are ten cameras at each different implantation fee to cover their basis, for a total of \$147,000 for the first year of the grant.  
 There will be a recurring \$120,000 for year 2 and year 3  
 Acquiring 30 ALPR Cameras will provide the Monterey County Sheriff's Department with advanced technology for enhancing law enforcement capabilities achieve outcomes such as increased coverage and surveillance, enhanced license plate recognition capabilities, improved data integration and analysis, strengthened collaboration with other law enforcement agencies, crime prevention, and enhanced support for investigations and prosecutions. The presence of ALPR Cameras acts as a deterrent to criminal activities by creating a perception of increased surveillance and the potential for identification and apprehension. The cost for the 30 ALPR cameras and implementation fees has been quoted for \$387,000.00.

**7a. Financial Audit**

Description	Calculation for Expense	Total
Grant Close Audit Cost	Funds to be set aside to pay for a final grant audit to be completed	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$25,000.00</b>

**7b. Financial Audit) Narrative:**

Funds to be set aside to pay for a final grant audit to be completed once the funds have been utilized and grant is closed.

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

Description	Calculation for Expense	Total
Sgt to attend three one day meetings	\$68.06 per hour times 24 hours (8 hours times three days) equals	\$1,634.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
<b>TOTAL</b>		<b>\$1,634.00</b>

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

Investigative Sergeant base pay is \$68.061. If awarded Nick Kennedy will represent the agency at the BSCC Retail Theft meetings in Sacramento. The \$1,634.00 is from 24 hours at an hourly wage of \$68.06.

**9a. Indirect Costs**

For this grant program, indirect costs may be charged using only <b>one</b> 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 <b>does not have</b> a federally approved indirect cost rate.	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization <b>has</b> a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	<b>\$0</b>	
<i>Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns <b>red</b>, please adjust it to not exceed the line-item noted.</i>	<b>TOTAL</b>	<b>\$0</b>

**9b. Indirect Costs Narrative:**

N/A



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Rick Calabro  
Title: owner  
Store: Country Kitchen



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Lacey Cox  
Title: Lacey Cox General manager  
Store: Prunedale Fast Fill



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Andrew Cronin

Title: Part Sales Manager

Store: Autozone





MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Stevie Tapia

Title: owner

Store: Stevie's Family Restures



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Lykim Downey

Title: owner

Store: Sunshine donut



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**

Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Celia Barba  
Title: Store Director  
Store: Safeway 1204



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Karla Acosta  
Title: Branch manager  
Store: Wells Fargo



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Selena Castellanos

Title: SUPERVISOR

Store: STARBUCKS SF916



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Jose Ulises Marquez

Title: owner

Store: Five-stars nutrition



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: ERIKA FUERTE-FRESE

Title: Manager

Store: Prunedale Beauty & Barber



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: JOSEAM HARRELL

Title: STORE OWNER

Store: PRUNEDALE GROCERY OUTLET





MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Jeffrey Hughley

Title: Manager

Store: Prunedale Valero



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Brod Ross

Title: CEO

Store: Prunedale Chevron



MONTEREY COUNTY, CALIFORNIA  
**SHERIFF'S OFFICE**  
Keeping the peace since 1850

Tina Nieto  
Sheriff-Coroner

To Whom it may Concern,

I am writing to inform you that the County of Monterey is applying for the California Organized Retail Theft Prevention Grant Program for 2023. This grant was established by the State Budget Act of 2022. This funding has been made available to cities and local law enforcement agencies in support of preventing and responding to the heightened rates of retail theft, motor vehicle theft, and/or cargo theft.

The County of Monterey is working in partnership with the Monterey Sheriff's Office to seek funding for surveillance cameras for the Sheriff's Office to help mitigate theft within the community.

To assist in preventing retail crime, Monterey County Sheriff's Office will be installing additional cameras throughout the county, some with license plate readers. These cameras will allow the Sheriff's Office to better track the movement of perpetrators or suspicious vehicles.

We are seeking your department's collaboration and support with this proposed project as it may have an impact on retailers and local government agencies as it may increase law enforcement presence in retail spaces and increase referrals to the District Attorney's Office.

To acknowledge that you are aware of and support any potential impacts of the sought-out grant funded equipment please sign this impact letter and return it to the Monterey Sheriff's Office at 1414 Natividad Road Salinas, CA 93906.

Thank You,

Name: Debbie Bryant  
Title: Facility Manager  
Store: Armedate Self Storage

## Bias-Based Policing

### 402.1 PURPOSE AND SCOPE

This policy provides guidance to office members that affirms the Monterey County Sheriff's Office'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 office's relationship with its diverse communities (e.g., cultural and ethnicity awareness training, youth programs, community group outreach, partnerships).

#### 402.1.1 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).

### 402.2 POLICY

The Monterey County Sheriff's Office 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 office to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

### 402.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

However, nothing in this policy is intended to prohibit a deputy 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.

#### 402.3.1 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.

# Monterey County Sheriff's Office

Monterey County SO Policy Manual

## *Bias-Based Policing*

---

### **402.4 MEMBER RESPONSIBILITIES**

Every member of this office 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.

#### **402.4.1 REASON FOR CONTACT**

Deputies 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 deputy 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 deputy to document a contact that would not otherwise require reporting.

### **402.5 SUPERVISOR RESPONSIBILITIES**

Supervisors should monitor those individuals under their command for compliance with this policy and shall handle any alleged or observed violations in accordance with the Personnel Complaints Policy.

- (a) Supervisors should discuss any issues with the involved deputy and his/her supervisor in a timely manner.
  1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile Computer Terminal (MCT) data and any other available resource used to document contact between deputies and the public to ensure compliance with the policy.
  1. Supervisors should document these periodic reviews.
  2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.
- (c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.
- (d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this office who discloses information concerning bias-based policing.

### **402.6 ADMINISTRATION**

Each year, the Enforcement Operations Division Commander should review the efforts of the Office to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Sheriff.

# Monterey County Sheriff's Office

Monterey County SO Policy Manual

## *Bias-Based Policing*

---

The annual report should not contain any identifying information about any specific complaint, member of the public or deputies. It should be reviewed by the Sheriff to identify any changes in training or operations that should be made to improve service.

Supervisors should review the annual report and discuss the results with those they are assigned to supervise.

### **402.7 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 office 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 office are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this office 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)).

### **402.8 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 deputies is collected and provided to the Records Manager for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Division Policy.

Supervisors should ensure that data stop reports are provided to the Records Manager for required annual reporting to the DOJ (Government Code § 12525.5) (See Records Bureau Policy).

---

# Public Safety Video Surveillance System

## 378.1 PURPOSE AND SCOPE

This policy provides guidance for the placement and monitoring of office public safety video surveillance, as well as the storage and release of the captured images.

This policy only applies to overt, marked public safety video surveillance systems operated by the Office. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Office.

## 378.2 POLICY

The Monterey County Sheriff's Office operates a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the County to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist County officials in providing services to the community.

Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

## 378.3 OPERATIONAL GUIDELINES

Only office-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists. The Sheriff or the authorized designee shall approve all proposed locations for the use of video surveillance technology and should consult with and be guided by legal counsel as necessary in making such determinations.

### 378.3.1 PLACEMENT AND MONITORING

Camera placement will be guided by the underlying purpose or strategy associated with the overall video surveillance plan. As appropriate, the Sheriff should confer with other affected County divisions and designated community groups when evaluating camera placement. Environmental factors, including lighting, location of buildings, presence of vegetation, or other obstructions, should also be evaluated when determining placement.

The cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public video surveillance system may be useful for the following purposes:

- (a) To prevent, deter, and identify criminal activity.
- (b) To target identified areas of gang and narcotics complaints or activity.
- (c) To respond to critical incidents.

# Monterey County Sheriff's Office

Monterey County SO Policy Manual

## *Public Safety Video Surveillance System*

---

- (d) To assist in identifying, apprehending, and prosecuting offenders.
- (e) To document deputy and offender conduct during interactions to safeguard the rights of the public and deputies.
- (f) To augment resources in a cost-effective manner.
- (g) To monitor pedestrian and vehicle traffic activity.

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to monitors installed in the Watch Commander's office and County Communications. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding deputies in a timely manner. The Watch Commander or trained personnel in County Communications are authorized to adjust the cameras to more effectively view a particular area for any legitimate public safety purpose.

The Sheriff may authorize video feeds from the public safety video surveillance system to be forwarded to a specified location for monitoring by other than sheriff's personnel, such as allied government agencies, road or traffic crews, or fire or emergency operations personnel.

Unauthorized recording, viewing, reproduction, dissemination, or retention is prohibited.

### **378.3.2 CAMERA MARKINGS**

All public areas monitored by public safety surveillance equipment shall be marked in a conspicuous manner with appropriate signs to inform the public that the area is under sheriff's surveillance. Signs should be well lit, placed appropriately and without obstruction to ensure visibility.

### **378.3.3 INTEGRATION WITH OTHER TECHNOLOGY**

The Office may elect to integrate its public safety video surveillance system with other technology to enhance available information. Systems such as gunshot detection, incident mapping, crime analysis, license plate recognition, facial recognition and other video-based analytical systems may be considered based upon availability and the nature of office strategy.

The Office should evaluate the availability and propriety of networking or otherwise collaborating with appropriate private sector entities and should evaluate whether the use of certain camera systems, such as pan-tilt-zoom systems and video enhancement or other analytical technology, requires additional safeguards.

## **378.4 VIDEO SUPERVISION**

Supervisors should monitor video surveillance access and usage to ensure members are within office policy and applicable laws. Supervisors should ensure such use and access is appropriately documented.

### **378.4.1 VIDEO LOG**

A log should be maintained at all locations where video surveillance monitors are located. The log should be used to document all persons not assigned to the monitoring locations who have



# Monterey County Sheriff's Office

Monterey County SO Policy Manual

## *Public Safety Video Surveillance System*

---

been given access to view or monitor images provided by the video surveillance cameras. The logs should, at a minimum, record the:

- (a) Date and time access was given.
- (b) Name and agency of the person being given access to the images.
- (c) Name of person authorizing access.
- (d) Identifiable portion of images viewed.

### **378.4.2 PROHIBITED ACTIVITY**

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

Public safety video surveillance equipment shall not be used in an unequal or discriminatory manner and shall not target individuals or groups based solely on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, or disability.

Video surveillance equipment shall not be used to harass, intimidate, or discriminate against any individual or group.

### **378.5 STORAGE AND RETENTION OF MEDIA**

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented.

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule and for a minimum of one year. Prior to destruction, written consent shall be obtained from the County Counsel. If recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved (Government Code § 34090.6).

Any recordings needed as evidence in a criminal or civil proceeding shall be copied to a suitable medium and booked into evidence in accordance with current evidence procedures.

#### **378.5.1 EVIDENTIARY INTEGRITY**

All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

# Monterey County Sheriff's Office

Monterey County SO Policy Manual

## *Public Safety Video Surveillance System*

---

### **378.6 RELEASE OF VIDEO IMAGES**

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Monterey County Sheriff's Office.

Requests for recorded video images from the public or the media shall be processed in the same manner as requests for office public records.

Requests for recorded images from other law enforcement agencies shall be referred to the Watch Commander for release in accordance with a specific and legitimate law enforcement purpose.

Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established office subpoena process.

### **378.7 VIDEO SURVEILLANCE AUDIT**

The Sheriff or the authorized designee will conduct an annual review of the public safety video surveillance system. The review should include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy.

The results of each review shall be appropriately documented and maintained by the Sheriff or the authorized designee and other applicable advisory bodies. Any recommendations for training or policy should be promptly addressed.

### **378.8 TRAINING**

All office members authorized to operate or access public video surveillance systems shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.