Title	**City of Porterville**	07/07/2023
	by **Melinda Rios** in **Organized Retail Theft Prevention Grant Program**	id. 41335746
	mrios@ci.porterville.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)	**City of Porterville**
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	**Porterville Police Department**
Applicant's Physical Address	**291 N Main St** **Porterville** **CA** **93257** **US**
Applicant's Mailing Address (if different than the physical address)	**350 N D Street** **Porterville** **California** **93257** **US**
Mailing Address for Payment	**291 N Main St** **Porterville** **CA** **93257** **US**
Tax Identification Number	**94-6000398**
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	**Dominic Barteau**
Project Director's Title with Agency/Department/Organization	**Captain**
Project Director's Physical Address	**350 N D St** **Porterville** **CA** **93257** **US**

Project Director's Email Address	**dbarteau@ci.porterville.ca.us**
Project Director's Phone Number	**+15597827405**
Financial Officer	**Melinda Rios**
Financial Officer's Title with Agency/Department/Organization	**Crime Analyst**
Financial Officer's Physical Address	**350 N D St Porterville CA 93257 US**
Financial Officer's Email Address	**mrios@ci.porterville.ca.us**
Financial Officer's Phone Number	**+15597827402**
Day-To-Day Program Contact	**Melinda Rios**
Day-To-Day Program Contact's Title	**Crime Analyst**
Day-To-Day Program Contact's Physical Address	**350 N D St Porterville CA 93257 US**
Day-To-Day Program Contact's Email Address	**mrios@ci.porterville.ca.us**
Day-To-Day Program Contact's Phone Number	**+15597827402**
Day-To-Day Fiscal Contact	**Melinda Rios**
Day-To-Day Fiscal Contact's Title	**Crime Analyst**

Day-To-Day Fiscal Contact's Physical Address	350 N D Street Porterville California 93257 US
Day-To-Day Fiscal Contact's Email Address	mrios@ci.porterville.ca.us
Day-To-Day Fiscal Contact's Phone Number	+15597827402
Name of Authorized Officer	Jake Castellow
Authorized Officer's Title	Chief of Police
Authorized Officer's Physical Address	350 N D STreet Porterville California 93257 US
Authorized Officer's Email Address	jcastellow@ci.porterville.ca.us
Authorized Officer's Phone Number	+15597827402
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	**Crime Reduction with Data Driven Metrics**
Proposal Summary	**The greatest social harm identified within the City of Porterville is the theft of property. Of the total crimes reported within the City of Porterville over the last five years, 74% of crimes included a theft of property. A citizen or visitor is more likely to have property stolen than be assaulted. As the majority of thefts are stranger related, they also have closure rate of approximately 5% of all cases. By deploying officers in a strategic fashion based on spatiotemporal analysis, in conjunction with additional video surveillance, officers will be provided with the best opportunity to arrest the individuals and provide possible restitution to the victim.**

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.**

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 Porterville Police Department has divided the City of Porterville into four geographic sectors for crime reporting and response purposes. The City of Porterville is comprised of 18.65 square miles in the southern region of Tulare County. Within the 18-mile service area, the City of Porterville serves a population of approximately 117,000. Officers are assigned to work within their sector during their shift period to enable efficient response and a more intimate knowledge of their area. Officers are not mandated to remain in their assigned sectors depending on the priority of calls received and may often assist officers assigned in other sectors as the need arises. Often, when officers are dispatched to a call for service, they are not at the location where the crime is occurring and will not arrive to view the suspect's vehicle.** **Surveillance technology has been increasing and, although most locations have coverage of their establishment, they may not have coverage of the parking lot or particularly the roadways immediately adjacent to the shopping establishment. This limited coverage**

hinders the investigations with a lack of leads for how a suspect left a theft or fled with a stolen vehicle.

Over the last five years, there has been a 29% increase in auto thefts within the City of Porterville. This change has increased steadily for the last three years. The increase in auto thefts has been the highest rate of increase for all crime types within the City of Porterville. Auto thefts are tracked by a count of each individual vehicle that has been taken unlawfully. There have been occasional incidents of multiple vehicles being taken from one location; while this is rare.

There has also been a 4% drop in thefts in the city over the course of the last five years; however, there was a 14% increase from 2021 to 2022. This specific recent increase can be attributed to a correction in trends after the COVID-19 Pandemic and businesses reopening. Thefts are counted as an item that has been taken from a building, shoplifting, theft of vehicle parts, and theft from vehicles. Thefts are placed in categories based on the reporting officer's investigation and the circumstances of the case as provided by the victim. The reported loss of property value to the city's large retail stores over the last two years has equaled $217,037. Of the thefts reported, less than 5% of these cases have been closed with an arrest.

The theft of vehicles often leads to other crimes. It is assumed most crimes are committed with the use of a vehicle, whether used to arrive to commit the crime or used as an escape after having committed a crime. This reality places a larger focus on stolen vehicles. According to a publication by the National Insurance Crime Bureau, vehicles are often taken to be resold, for parts, to export, commission of other crimes, transportation, or insurance fraud. By implementing cameras with License Plate Recognition technology, these vehicles can be located throughout the city and the Porterville Police Department can be alerted to their presence in the city.

The Porterville Police Department is authorized to employ 79 sworn personnel. Of those sworn officers, 60 of them are authorized for line-level officers and non-supervisory or administrative positions. The number of reports documented by officers over the last five years has increased by 6%. The number of sworn positions authorized, has not increased within those five years. Officers are spending an average of 74 minutes per incident. With the increase in time spent documenting an incident, officers need assistance with augmenting their patrols and focusing their patrols within an identified geospatial region versus blanketed patrols. This will allow officers to be both present while deterring crime prior to it occurring.

The use of cameras with License Plate Recognition allows for an augmented patrol and increased ability to locate stolen vehicles as well as vehicles that are used to commit other crimes. The cameras can virtually allow officers to be in areas they aren't physically able to be in all at once. Ultimately, force-multiplying additional patrol services with digital surveillance while officers are responding to other calls for service. Cameras with License Plate Recognition technology can be strategically placed in locations of egress and ingress to the city to identify wanted vehicles and send an alert to officers when detected.

The use of mapping technology in conjunction with extracting data from our Records Management System can provide a spatiotemporal

analysis for crimes occurring within the city. A trend in tactical analysis has shifted to focus on where crime is occurring and not "the who" is committing the crime. Locations for theft are going to be concentrated in retail locations as they are a facility for the items. Large parking lots are a target for vehicle theft as it is a location for vehicles. This fact provides a targeted patrol location for officers.

Project Description	Police Officers are not able to truly be everywhere at once. The use of targeted enforcement based on spatiotemporal analysis allows officers to patrol particular areas in an efficient capacity with data-driven analytics. Highly visible and present patrols have been shown to affect crime reduction and mitigate social harms within a community. This is based on the premise that crimes often include the use of motor vehicles.

The Porterville Police Department intends to purchase ten (10) cameras with Automated License Plate Reader technology. The cameras will function as a force-multiplier for police patrols. Using spatial analysis, the Porterville Police Department has identified high-frequency locations of reported crimes related to auto theft or the recovery of stolen vehicles, as well as the mentioned direction of travel within the documented crime report. The cameras will be placed within these identified locations to assist with augmenting coverage areas as well as a deterrent for crime.

In a review of the correlation between citizen-generated calls for service and officer-initiated calls for service, as more citizens request police, the less available time officers have to proactively address social harms, and less proactive activity directly correlates to more calls for service. The use of the cameras will provide that amplified coverage and be able to locate stolen vehicles or suspect vehicles without the need for an officer to be immediately present. The cameras are intended to be placed in identified locations of ingress and egress to the city as well as proximity to the primary retail locations within the city. This will allow for coverage of vehicles entering that may be wanted for crimes previously reported, stolen vehicles or suspect vehicles leaving the city, or locating described vehicles within the city for officers to identify.

License plates can be entered into the system within alert parameters, allowing for immediate notification upon a suspect's vehicle entering the city. Searches can be conducted within the License Plate Reader system for license plates including partial plates as well as vehicle descriptions. The system has the ability to differentiate between vehicle types, models, colors, vehicle damage, or other specific data entered into the system. This data provides objective, real-time investigative leads based on a "Vehicle Fingerprint ™", and is indiscriminate evidence from fixed locations and not based on people or facial recognition technology. The footage is owned by the Porterville Police Department and is retained for thirty days and then deleted as dictated by department policy. The short retention period ensures that all data not associated with a crime is automatically deleted & unrecoverable.

This technology has the added benefit of taking the potential for human bias out of crime-solving by detecting objective data and detecting events that are objectively illegal (ex. Stolen vehicles)

As close-circuit television (CCTV) has gained mainstream popularity, as well as the interest in law enforcement activity, it has been proven to be a huge factor in surveillance on property crime. The findings reported by Piza, E., Welsh, B., Farrington, D., and Thomas, A in their 2019 article indicate that the benefit of CCTV is the prevention of crime with their evaluations aimed at testing CCTV's effect by measuring crime-level changes from "pre" to "post"-camera installation.

Since CCTV surveillance emerged, it has been a public go-to for mainstream crime prevention and is used in many law enforcement agencies. It is stated nearly 87% of local police departments in the United States use CCTV and many citizens use their own CCTV as public surveillance for themselves. Law enforcement has concluded that increased offender apprehension, increased natural surveillance, publicity, and improved citizen awareness are potential benefits of CCTV crime reduction. Furthermore, CCTV has the potential to assist police after the commission of crimes, specifically by improving the response to emergencies, providing visual evidence for use in criminal investigations, and securing early guilty pleas from offenders. We must also acknowledge the possibility for CCTV to increase reported crime as CCTV can detect crimes that would have otherwise gone unreported.

The findings show that CCTV is associated with a significant decrease in both drug and property crimes as well. The largest effects of CCTV were observed in a decrease in property crimes occurring in parking lots. The results also showed significant crime reductions within other settings such as residential areas and public transport. The implementation of such cameras, particularly with License Plate Recognition abilities will assist with locating stolen vehicles or vehicles being used to commit additional crimes.

The Porterville Police Department also intends to purchase a license for mapping software provided by Esri Enterprise to assist with the performance of spatial analysis. The City of Porterville presently holds a license for Esri; however, this license is exclusive to the city and not behind the Police Department firewall. In order to import data from our Records Management System with crime data and personally protected information contained in crime reports, the Porterville Police Department will purchase its own license to be placed behind the Police Department firewall separate from general City use.

The use of Esri ArcGIS for spatial analysis will provide mapping for locations of auto theft, theft of vehicle parts such as catalytic converters, and retail thefts. The maps will be distributed to patrol officers along with temporal analysis of the occurrences for efficient patrols in the designated areas of the thefts.

The use of Esri Enterprise will allow for the production of public-facing dashboards. These dashboards will allow the Porterville Department to publicly display the active crime data related to auto thefts, retail thefts, and theft of vehicle parts such as catalytic converters in an interactive visualization on the City of Porterville website. This transparent dissemination of information will provide the general location of occurrences and will be presented in conjunction with information on how to secure belongings and limit

the likelihood of thefts occurring. By providing the information in a visual capacity, citizens will be aware of what is occurring and be more inclined to provide information to officers in the event of a theft. This will bridge the gap between the citizens and officers as well as those working at retail establishments.

The Porterville Police Department intends to purchase an additional server to mirror our current Records Management System server to run the queries for mapping. With the amount of data required to query a system, there is potential to slow down or otherwise inhibit proper function for employees to utilize the system when the queries are being completed. The additional server will allow for efficient queries and provide timely and actionable information to officers.

Project Organizational Capacity and Coordination	The Porterville Police Department will be using the analytical process of a Data-Driven Approach. The implementation and training for this method of spatiotemporal analysis have been in use for approximately 30 years and has shown success in multiple jurisdictions. Dallas, Texas; Gilbert, Arizona; Citrus Heights, California; and Denver, Colorado have all reported a reduction in crime by utilizing a data-driven approach when targeting the locations where crimes are occurring.

The Porterville Police Department has a Crime Analyst on staff. This analyst is a certified DDACTS analyst, certified by the International Association of Crime Analyst and the International Association of Directors of Law Enforcement Standards and Training. This certification will allow our analyst to have the capability and knowledge to implement the program as well as monitor the effects of the implementation. The analyst has received additional training in temporal analysis, strategic analysis, and administrative analysis. These additional trainings will allow for the analyst to provide mapping as necessary for officers and provide actionable information for each different patrol shift and each sector.

The implementation of the project can proceed immediately with the funding. The Porterville Police Department recently secured funding for the initial purchase of six (6) Flock Safety cameras to be placed within the city. The additional purchase of ten (10) cameras will be added immediately upon funding. The initial cameras have not been deployed and could be deployed simultaneously within the designated areas within the City of Porterville.

The City of Porterville has one geographic information systems analyst on staff. The analyst currently maintains the City ArcGIS mapping and will also maintain the necessary mapping needs for the Police Department. As the maps have already been created, they can be deployed immediately to the Police Department's system upon securing the new license. Once funding is secured, the Porterville Police Department can move forward immediately with implementing the use of the Enterprise License and will need minimal time to move forward with the process.

Project Evaluation and Monitoring	**The efforts will be evaluated in part with the implementation of the Data-Driven Approach to Crime & Traffic Safety (DDACTS) principles. DDACTS is a law enforcement operational model that integrates location-based crime and traffic crash data to determine the most effective methods for deploying law enforcement and other resources. The implementation of DDACTS includes an outcomes-based focus related to the spatial analysis of crimes occurring. Crime statistics will be monitored continually and reported weekly, monthly, and annually to view the changes throughout the grant period. Officers will receive updates related to auto theft, retail theft, and catalytic theft within their sectors and will be provided with the locations and time of occurrence to direct patrol efforts. Officers patrolling sectors within an increased reporting area will also be provided with information for residents and retailers. This will assist citizens in being aware of recent theft trends and provide necessary information to limit their exposure to potential theft.** **As previously reported, the Porterville Police Department has policies in place related to the use of license plate recognition technology. The review of the plates is specifically related to a designated "hot sheet" that has vehicles identified as being stolen or utilized within the commission of a crime. These policies address privacy laws and the limited scope of the use of the video. All videos collected for evidence are on a secured drive that can only be accessed with appropriate login credentials to ensure the safety of protected information.** **The research completed by Eck, Lee, and Caorsaro found that hiring more officers was not as effective as the strategic deployment of officers in reducing crime. DDACTS allows for a focus on the location of where events are occurring versus scattered patrols throughout the city.** **The purchase of the Esri Enterprise license in conjunction with a separate server will allow for more accurate mapping. The mapping will provide targeted patrols for officers to focus on the locations in an effective manner.**
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

[Copy_of_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)

NGO.pdf

Local Impact Letter(s) (Appendix E)

Impact_Letter.pdf

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

Policies Limiting Racial Bias

Bias-Based_Policing.pdf

Policies on Surveillance Technology

Automated_License_Plate_Readers__ALPRs_.pdf

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

Certification.pdf

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

OPTIONAL: Bibliography	**Piza, E., Welsh, B., Farrington, D., & Thomas, A. (2019). CCTV surveillance for crime prevention: A 40.year systematic review with meta.analysis. Criminology & Public Policy, 18(1), 135–159. https://doi.org/10.1111/1745-9133.12419**

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:	> **Reduce the number of auto thefts occurring within the City of Porterville**		
Objectives (A., B., etc.)	> Reduce the total number of auto thefts by month and totals throughout the year		
Process Measures and Outcome Measures:	> The reduction in total number of auto thefts will be measured weekly, monthly, and annually. These figures will be reviewed based on location and frequency to address common theft areas to assist with the reduction		

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> As auto thefts are reported, sworn personnel will be provided with a map of the locations of the theft and the recovery of the vehicles. The number of thefts will be tracked and evaluated to ensure efforts to limit the number of thefts are effective. Track the total number of vehicles recovered within jurisdiction including those stolen from another jurisdiction.	> All sworn staff Department staff analyst	> 10/01/2023	> 09/30/2026
List data and sources to be used to measure outcomes: > NIBRS defined auto theft and all charges of CVC 10851			

(2) Goal:	> **Reduce the number of Retail Theft within the City of Porterville**			
Objectives (A., B., etc.)	> Reduce the number of Retail Theft within the City of Porterville			
Process Measures and Outcome Measures:	> The reduction in the total number of the theft occurrences and the total loss of property will be measured weekly, monthly, and annually. These figures will be reviewed based on location and frequency to address common retail locations to assist with the reduction.			

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> As thefts are reported at retail locations, sworn personnel will be provided with a map of the locations and will track clearances of the thefts. The number of thefts will be tracked and evaluated to ensure efforts to limit the number of thefts are effective. Retail stores management will be contacted and provided with measures to assist with reducing the number of thefts. Retail management and loss prevention will be contacted regularly to review current trends and provide updates of trends staff may be noticing.	> All sworn staff Department staff analyst	> 10/01/2023	> 09/30/2026

List data and sources to be used to measure outcomes: > NIBRS defined shoplifting offense and theft from building offenses

(3) Goal:	> **Reduce the number Catalytic Converter Thefts within the City of Porterville**			
Objectives (A., B., etc.)	Reduce the number of Catalytic Converter Thefts within the City of Porterville			
Process Measures and Outcome Measures:	> The reduction in the total number of theft occurrences related to the taking of catalytic converters. The types of crimes will be measured weekly, monthly, and annually. These figures will be reviewed based on location and frequency to address common locations thefts are occurring			
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline		
		Start Date	End Date	
> As thefts are reported where a catalytic convertor is the property taken, sworn personnel will be provided with a map of the locations and will track the clearances of the thefts. The number of thefts will be tracked and evaluated to ensure efforts to limit the number of thefts are effective. Records Clerks will ensure reports submitted have the appropriate information for data quality.	> Sworn personnel Department staff analyst Records Clerks	> 10/01/2023	> 09/30/2026	
List data and sources to be used to measure outcomes: > NIBRS defined theft of vehicle parts or accessories where the property taken is a catalytic converter as well as all attempted thefts.				

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative	
Name of Applicant:	*Porterville Police Department*
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	$0.00
6. Equipment/Fixed Assets	$237,000.00
7. Financial Audit (Up to $25,000)	$11,850.00
8. Other (Travel, Training, etc.)	$0.00
9. Indirect Costs	$0.00
TOTAL	**$248,850.00**

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
	TOTAL	**$0.00**

1b. Salaries & Benefits Narrative:

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

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
	TOTAL	**$0.00**

2b. Services and Supplies Narrative:

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

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
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	**$0.00**

5b. Data Collection and Evaluation Narrative

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

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
Flock brand cameras and license		$95,000.00
Secure server		$75,000.00
ESRI Enterprise License		$67,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTALS		**$237,000.00**

6b. Equipment/Fixed Assets Narrative

The Porterville Police Department intends to purchase ten (10) cameras with Automated License Plate Reader technology. The cameras will function as a force-multiplier for police patrols. Using spatial analysis, the Porterville Police Department has identified high-frequency locations of reported crimes related to auto theft or the recovery of stolen vehicles, as well as the mentioned direction of travel within the documented crime report.The Porterville Police Department also intends to purchase a license for mapping software provided by Esri Enterprise to assist with the performance of spatial analysis. The use of Esri Enterprise will allow for the production of public-facing dashboards. These dashboards will allow the Porterville Department to publicly display the active crime data related to auto thefts, retail thefts, and theft of vehicle parts such as catalytic converters in an interactive visualization on the City of Porterville website. The purchase of the Esri Enterprise license in conjunction with a separate server will allow for more accurate mapping. The mapping will provide targeted patrols for officers to focus on the locations in an effective manner.

7a.Financial Audit

Description	Calculation for Expense	Total
Financial Audit	Required 5% of grant funding request	$11,850.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$11,850.00**

7b. Financial Audit) Narrative:

The Porterville Police Department will seek outside review for the financial process of the grant management. The money will be used to fund the audit of the finances.

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:

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

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.**

Police Department
350 North "D" Street
Porterville, CA 93257
(559) 782-7400/FAX (559) 784-1070
www.PortervillePolice.com

Jake Castellow
Chief of Police

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 7, 2023

The Porterville Police Department does not anticipate any agency being impacted by our grant proposal. The implementation of the cameras, mapping software, and server will directly impact the Porterville Police Department. The intent is to use the current information to direct patrols in an effort to reduce the crime before it is reported. Reducing the crimes before they happen will reduce the reports being submitted to the District Attorney's Office as well as reports required to be made by the retailers within the City of Porterville.

Signed by,

Dominic Barteau,
Captain, Investigations/Services Division

Porterville Police Department Mission Statement
The members of the Porterville Police Department are committed to the safety and security of the community
while providing quality service with excellence, honesty and integrity.

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the Porterville 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).

401.1.1 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).

401.2 POLICY

The Porterville 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.

401.3 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.

401.3.1 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.

401.4 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.

401.4.1 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.

401.4.2 REPORTING OF STOPS

Unless an exception applies under 11 CCR 999.227, an officer conducting a stop of a person shall collect the data elements required by 11 CCR 999.226 for every person stopped and prepare a stop data report. When multiple officers conduct a stop, the officer with the highest level of engagement with the person shall collect the data elements and prepare the report (11 CCR 999.227).

If multiple agencies are involved in a stop and the Porterville Police Department is the primary agency, the Porterville Police Department officer shall collect the data elements and prepare the stop data report (11 CCR 999.227).

The stop data report should be completed by the end of the officer's shift or as soon as practicable (11 CCR 999.227).

401.5 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 officer 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 Data Terminal (MDT) data and any other available resource used to document contact between officers 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 department who discloses information concerning bias-based policing.

401.6 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Services Lieutenant 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 Services Sergeant for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Unit Policy.

401.7 ADMINISTRATION

Each year, the Patrol Division Commander should review the efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police.

The annual report should not contain any identifying information about any specific complaint, member of the public or officers. It should be reviewed by the Chief of Police 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.

401.8 TRAINING

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

(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)).

Automated License Plate Readers (ALPRs)

433.1 PURPOSE AND SCOPE
The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

433.2 POLICY
The policy of the Porterville Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

433.3 ADMINISTRATION
The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the Porterville Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Administration Division Commander. The Administration Division Commander will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

433.3.1 ALPR ADMINISTRATOR
The Administration Division Commander shall be responsible for developing guidelines and procedures to comply with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.

(b) Training requirements for authorized users.

(c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.

(d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.

(e) The title and name of the current designee in overseeing the ALPR operation.

(f) Working with the Custodian of Records on the retention and destruction of ALPR data.

(g) Ensuring this policy and related procedures are conspicuously posted on the department's website.

433.4 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

(a) An ALPR shall only be used for official law enforcement business.

(b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.

(c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

(d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.

(e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.

(f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

433.5 DATA COLLECTION AND RETENTION

The Administration Division Commander is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

All ALPR data downloaded to the server should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

433.6 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The Porterville Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a)   All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).

(b)   Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

(c)   ALPR system audits should be conducted on a regular basis.

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

433.7   RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures:

(a)   The agency makes a written request for the ALPR data that includes:

1.   The name of the agency.

2.   The name of the person requesting.

3.   The intended purpose of obtaining the information.

(b)   The request is reviewed by the Administration Division Commander or the authorized designee and approved before the request is fulfilled.

(c)   The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

433.8   TRAINING

The Administrative Sergeant should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).