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| Title | San Mateo County Sheriff's Office | 07/07/2023 |
| | by Jennifer Gragasin in Organized Retail Theft Prevention Grant Program | id. 41333957 |
| | jgragasin@ncric.ca.gov | |

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.

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| 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) | San Mateo 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 | Yes: This is a Multi-Agency Partnership Application |

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| Identification of Multi-Agency Partners | Atherton Police Department Belmont Police Department Broadmoor Police Department Burlingame Police Department Colma Police Department East Palo Alto Police Department Foster City Police Department Menlo Park Police Department Northern California Regional Intelligence Center Fusion Center (NCRIC) Pacifica Police Department Redwood City Police Department San Mateo County Sheriff's Office San Mateo County Vehicle Theft Task Force (VTTF) South San Francisco Police Department |
| 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 | San Mateo County Sheriff's Office |
| Applicant's Physical Address | 400 County Center 3rd Floor Redwood City CA 94063 US |
| Applicant's Mailing Address (if different than the physical address) | n/a |
| Mailing Address for Payment | 400 County Center 3rd Floor Redwood City CA 94063 US |
| Tax Identification Number | 94-6000532 |

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 **Kimberly
Honciano**

Project Director's Title with
Agency/Department/Organization **Director of Technology Services**

Project Director's Physical Address **400 County Center
3rd Floor
Redwood City
CA
94063
US**

Project Director's Email Address **khonciano@smcgov.org**

Project Director's Phone Number **+16505991711**

Financial Officer **Stacey
Stevenson**

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

Financial Officer's Physical Address **400 County Center
3rd Floor
Redwood City
CA
940063
US**

Financial Officer's Email Address **sstevenson@smcgov.org**

Financial Officer's Phone Number **+16505991778**

Day-To-Day Program Contact **Kimberly
Honciano**

Day-To-Day Program Contact's Title **Director of Technology Services**

Day-To-Day Program **400 County Center**
Contact's Physical **3rd Floor**
Address **Redwood City**
CA
94063
US

Day-To-Day Program **khonciano@smcgov.org**
Contact's Email
Address

Day-To-Day Program **+16505991711**
Contact's Phone
Number

Day-To-Day Fiscal **Kimberly**
Contact **Honciano**

Day-To-Day Fiscal **Director of Technology Services**
Contact's Title

Day-To-Day Fiscal **400 County Center**
Contact's Physical **3rd Floor**
Address **Redwood City**
CA
94063
US

Day-To-Day Fiscal **khonciano@smcgov.org**
Contact's Email
Address

Day-To-Day Fiscal **+16505991711**
Contact's Phone
Number

Name of Authorized **Christina**
Officer **Corpus**

Authorized Officer's **Sheriff**
Title

Authorized Officer's **400 County Center**
Physical Address **3rd Floor**
Redwood City
CA
94063
US

Authorized Officer's **ccorpus@smcgov.org**
Email Address

Authorized Officer's **+16503634911**
Phone Number

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| Authorized Officer Assurances | checked |
| SECTION III - PROGRAM INFORMATION | This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection. |
| Project Title | San Mateo County Sheriff's Office and Partner Agencies Organized Retail Theft Prevention Grant Program |
| Proposal Summary | <p>Together, the Sheriff's Office, NCRIC, VTTF, and County LEAs will execute a strategic effort to prevent and respond to organized retail theft, motor vehicle and accessory theft, and cargo theft in San Mateo County as well as the Federal Northern District of California via the following key initiatives:</p> <ul style="list-style-type: none"> • Organized Retail Crime – Incident and Threat Reporting Exchange (ORC ITREx) • Regional Automated License Plate Reader Data Sharing Platform (Regional ALPR) • Countywide Investigations, Data Sharing and Reporting Platform • Forensic Laboratory Information Management System (LIMS) • Digital Forensics and Investigative Solutions • Technology Sustainment Team |
| 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): | <p>PPA 1: Organized Retail Theft</p> <p>PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft</p> <p>PPA 3: Cargo Theft</p> |

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

Large Scope (Up to \$15,650,000)

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 San Mateo County Sheriff's Office (SO), representing unincorporated areas and the contracted areas of Half Moon Bay, Millbrae, Portola Valley, San Carlos, and Woodside, led a comprehensive multi-jurisdictional assessment to evaluate regional efforts to prevent and address organized retail theft (ORT), motor vehicle theft (MVT) and motor vehicle accessory theft (MVAT), and cargo theft (CT). Reported findings represent statistics from January 1, 2018, through June 30, 2023, for the SO, the Northern California Regional Intelligence Center (NCRIC), the San Mateo County Vehicle Theft Task Force (VTTF), the San Mateo County Cargo Theft Task Force (AIRCATS) and Police Departments (PD) from the following cities/towns in the county: Atherton, Belmont, Broadmoor, Burlingame, Colma, East Palo Alto, Foster City, Menlo Park, Pacifica, Redwood City, and South San Francisco (County LEAs).

County LEAs have experienced a 43% increase in retail theft. Five PDs spread across the county reported nearly double the shoplifting

cases annually between 2018 and 2022. These statistics reflect the prevalence of major ORT rings such as those discovered during the SO's Operation Proof of Purchase and Operation Shattered Glass, 2020 investigations that led to 13 convictions and over \$12.3M in recovered stolen items and money seized. While these cases illustrate our multi-agency collaboration to address ORT, it is also exemplary of the prevalent threat these crimes pose to our communities.

Metrics from 2022 continue to reflect the growing threat to our County LEAs' jurisdictions. Past investigations reveal criminals have become exceedingly sophisticated, utilizing crimes that yield little public attention or judicial consequence when treated as isolated offenses. They exploit jurisdictional boundaries and commit crimes across large areas, utilizing multiple transportation modes including stolen vehicles and public transit, and leveraging multiple internet and telecommunication platforms to disguise conversations. A loss prevention agency representing four major retailers at Metro Center shopping area in Colma reported \$13.4M in merchandise stolen in 2022. Colma PD handles the reports; however, Broadmoor PD covers the ingress/egress routes near Metro Center, and the BART station suspected criminals use to quickly enter/exit the area. Broadmoor PD takes 500+ assist calls annually with Colma PD, yet neither have the resources to provision modern technologies to enhance their data collection and information sharing.

Several small County LEAs support highly victimized retail theft areas directly or indirectly like Broadmoor PD. East Palo Alto houses large retailers like Target, Ikea, Nordstrom Rack, and Home Depot and is adjacent to the more affluent and retail-dense Palo Alto. South San Francisco has three of the four Costco stores in the county. Menlo Park oversees the major entry/egress paths for Stanford Shopping Center in an adjacent city. These agencies are critically located with limited ability to procure technological solutions, leaving geographical gaps in intelligence and services that undoubtedly hinder our ability to address ORT. Larger agencies have historically procured solutions in isolation that, when compounded, results in high costs and siloed data sets. Staff spend more time searching multiple databases, transferring and sharing valuable insights via spreadsheets, fax machines, and other inefficient methods.

These same challenges drastically affect our County LEAs ability to combat MVT, MVAT, and CT. MVT has been so significant to our community's quality of life that in 1994, the County Board of Supervisors implemented the VTTF focused on the investigation of MVT involving individual and organized criminal acts. Nonetheless, annual MVT rates rose 88% from 2018 to 2022, including extreme increases in several cities including Burlingame (73%), Colma (94%), Foster City (94%), Menlo Park (88%), Pacifica (118%), and Redwood City (56%).

MVAT also exploded in the past five years, punctuated by catalytic converter thefts that plague our residents. County LEAs reported

between 98% and 1463% increases in vehicle parts reported stolen between 2018 and 2022. These crime rates continue to hold through May 2023, showing no signs of decrease.

The San Francisco International Airport (SFIA) resides in San Mateo County. All criminal investigations generated at the airport, including those from the San Francisco Police Department (SFPD) are forwarded to the SO's detectives for follow-up. In 2022, the SO supported 1,118 SFIA cases, resulting in 384 investigations, and recovered stolen vehicles valuing \$2,038,709, and stolen rental vehicles valuing \$2,883,741.

The SO, SFPD, and the Federal Bureau of Investigation (FBI) also partner to staff the AIRCATS whose objective is to prevent, investigate and prosecute persons who commit unlawful trafficking of stolen cargo. Cargo theft cases more than doubled between 2021 (460 cases) and 2022 (943 cases). Current statistics indicate an ongoing rise in cargo theft at SFIA.

These criminals and networks operating compound to over \$1 billion annually in retailer revenue loss for California and there are no observable decreasing trends to MVT, MVAT, and CT in the County LEAs' jurisdictions. The SO is applying to this grant as the lead agency in the Large Scope Category in partnership with NCRIC, VTTF, and the County LEAs to fund essential solutions needed to effectively address these crimes. We unanimously support the need to implement a series of information gathering and sharing technology platforms with near real-time collaboration to better identify and mitigate the threat from organized crime actors and groups. Our agencies must standardize on a single platform to allow for enhanced collaborative investigations and coordinated efforts, building upon pre-existing technology in the region to optimize costs and expedite onboarding. In provisioning a multitude of digital forensics and investigative solutions, all agencies can maximize use of these shared resources and the region's investigators can better serve the entire county. Without funding to support these implementations, private businesses and public agencies cannot participate in the greater collaboration strategies proposed. Criminals will continue to expand their capabilities with products like the dark web and burner phones, which will exacerbate the ever-mounting challenges we face to address and prevent ORT, MVT, MVAT, and CT.

Project Description

Together, the SO, NCRIC, VTTF and County LEA's will implement a suite of long-lasting data sharing and collaboration platforms and investigative tools that will fulfill the project needs that heavily influence our county's ability to successfully address and prevent retail, vehicle/accessory and cargo theft in the target areas and populations of San Mateo County (455 square miles of land, 774,000 residents, 20 incorporated cities and townships) and the greater Northern District of California (stretches from Del Norte County in the north to Monterey County in the south, nearly 9 million residents, and 15 counties). The SO, as lead agency, will facilitate a countywide workgroup comprised of all partners under this application to

coordinate the procurement and deployment of all solutions funded under this grant. Signed Letters of Commitment have been secured by all participating agencies, as well as the San Mateo County District Attorney's Office's endorsement of the Letter of Commitment and Impact, indicative of the unanimous multi-jurisdictional and regional support of the solutions outlined that achieve the overall goals and objectives intended in this grant.

The Organized Retail Crime Incident and Threat Reporting Exchange (ORC ITREx) will be a statewide solution that improves private sector and public safety information sharing, analysis, and strategy development to identify and mitigate the threat from ORC actors and groups, built by leveraging California's State Threat Assessment System (STAS) outreach programs. After a 12-week implementation period, features of the ORC ITREx will include near real-time geospatial incident reporting, automated trend analysis, incident spike alerts, group chat, searchable intelligence and crime bulletin storage, a searchable private sector and public safety partner directory, connections to existing reporting platforms for automated incident reporting, and video teleconference capability for up to 25,000 users. The system will include role-based access allowing law enforcement and private sector partners to securely connect, and a public-facing portal for individuals to report organized retail crime information.

The Regional Automated License Plate Reader (ALPR) Platform will integrate and unify disconnected ALPR data points across agency jurisdictions and ALPR developers' systems into one sharing platform and user interface provided by C3.ai, hosted in the SO's AWS Gov Cloud environment. The platform will consume at least four of the most common vendor ALPR sources in the region and allow agencies to access the data, even if they are non-contributors, allowing for vendor-agnostic collaboration and associating of incidents. Investigators and analysts are better empowered to potentially connect multiple crimes to repeat offenders or organized groups, locate subjects of investigation after the crime, recover stolen goods, or alert on upcoming activity.

C3.ai will expand the SO's existing solution to the County LEAs, creating a standardized Countywide C3.ai Law Enforcement Platform (C3.ai LE) investigative and data sharing solution. Following the SO and Daly City PDs' joint pilot work plan, and optimized on the SO's AWS Gov Cloud environment, C3.ai will implement the following features over a 15-month period: agency onboarding inclusive of the County LEAs' records system integration (RIMS Fusion Center move & integration); eight independent data source integrations, 17 system enhancements designed to accelerate organized retail, vehicle/accessory and cargo theft investigations, integration with the regional ALPR platform, role-based access controls and security, end user training and support, and all required system audit logs and reporting. This "one-stop shop" platform will be available to the County LE A's, effectively eliminating data siloes and intelligence gaps and exponentially increasing operational efficiencies and collaboration.

The SO requests funding for two positions to develop a Technology Sustainment Team with the objective of facilitating long-term sustainment of the multi-jurisdictional platforms implemented via the grant. The SO requests funding for one limited-term Information Systems Lead Client Services Specialist to manage the C3.ai LE platform and the regional ALPR in AWS Gov Cloud. This technical resource will support onboarding agencies and connecting data sources to both solutions, ensuring the systems meet all security requirements and best practices. The employee will train staff in each agency and facilitate development of a committee-based technical governance strategies to support the applications ongoing, and the position will term at the end of the grant period. A dedicated Sheriff's Lieutenant will participate in a multi-jurisdictional work group focused on the expansion of C3.ai LE and represent and support feature designs, testing, operations training, and policy development and updates to ensure successful implementation. The Sheriff's Office will absorb the cost of the lieutenant after the grant term as an investment into the long-term sustainability of the platform's multi-jurisdictional operational use.

Of the 7,000 case submissions the SO Forensic Laboratory (Crime Lab) receives each year, 22.5% are from the SO, 5% are from out-of-county agencies, and 72.5% are from County LEAs. The current Laboratory Information Management System (LIMS) is inadequate to manage and extract the variety of latent, DNA and firearm evidence often collected and generated from retail and vehicle theft investigations, nor can the system integrate with other intelligence software. A new, more robust LIMS solution integrated with C3.ai LE will allow the Crime Lab to share laboratory-generated leads with County LEAs exponentially faster.

Flock is the fastest-growing ALPR and digital video capture solution in the county and region. The SO has obtained a unique, cost-optimized proposal for a Flock Countywide Integration of the vendor's Advanced API data feed to C3.ai's regional ALPR solution. Additionally, the SO and County LEAs will provision 24 CCTV-like solutions (potentially the Flock Condor product) and strategically place these cameras at intersections of entry/egress routes to major retail centers in the County LEAs' jurisdictions.

The Sheriff's Office will implement a suite of Digital Forensics and Investigative Solutions to collect, protect, and analyze the growing volume and variety of mobile device, CCTV and other digital media that often contains the most crucial and convincing evidence during investigations, such as identification of co-conspirators, actors' reach potential across jurisdictions, connections to unsolved crimes, and locations of stolen property and fencing operations. By deploying a host of technological solutions and trainings, the SO will be better equipped to support investigations internally, and externally, for agencies requesting assistance with their investigations. This suite will include:

- 2-month trial plus 1-year subscription to Babel Street to help search

and located social media and dark web content relevant to investigations

- 1-year subscription to Crime Tracer, a nationwide law enforcement data aggregator for discovering offender insights outside the county
- StarChase Guardian systems (30 vehicle, 6 handheld) distributed across all six SO jurisdictions, allowing patrol to discharge GPS tracking projectiles on fleeing suspect vehicles, thereby eliminating the public safety risk of engaging in pursuit
- Expansion of Cellebrite and GreyKey mobile device data extraction hardware, each unique to extrapolating data from different mobile operating system (i.e. iOS, Android), plus 3 years of software subscriptions
- 1-year subscription to LeadsOnline CellHawk solution to ingest and transform call data and geospatial information into an intuitive and visual representation, all legally audit-tracked and permissible in court
- 1 Special Services Group concealment camera that can be placed in a non-descript “drop car” for monitoring areas for vehicle/accessory theft, allowing for increased efficiency in otherwise labor intensive physical surveillance operations
- 1 Mission Darkness digital evidence cabinet with radio frequency shielding to protect mobile devices from remote deletion or tampering, including when in “airplane mode”, ensuring the integrity of devices when collected and examined during investigations
- 1 Magnet Forensics DVR Examiner hardware and 3-year software subscription to assist victimized retailers and loss prevention staff who may not have the knowledge or skills to recover video surveillance from private security systems
- 3-year subscription to Cubic Digital Intelligence Motion DSP Forensic Studio software. The SO will be one of only two agencies in the county to help enhance video images and recordings impacted by proprietary formats or low-quality resolution
- 3 3-year licenses to Hunch.ly, a browser plug-in that documents and reconstructs an investigator’s path while searching open-source websites, including training on other Python-based open source intelligence-gathering tools
- 4 3-year subscription to Visualping.io, allowing investigators to tag designated social media services and receive automated email/text notifications of changes and updates
- 3 1-year subscriptions to Enterprise Speakers IntelTechniques, an open-source intelligence resource and training site where analysts can access 90 hours of training videos to receive certification and custom investigative tools

The SO, NCRIC, VTTF and County LEAs jointly take great responsibility in ensuring all solutions and initiatives under this grant are executed in accordance with all Federal Bureau of Investigations and California Justice Information Systems (CJIS) security policies (v5.9.2). NCRIC will ensure the ORC ITREx solution is governed by existing STAS privacy policy approved by the United States Department of Justice and the Department of Homeland Security to protect privacy, civil rights, and civil liberties, and civil liberties training is regularly provided to all Fusion Center personnel to limit

racial bias. All participating agencies will adhere to their agency and/or NCRIC-level ALPR surveillance, privacy and limiting racial bias policies.

Moreover, the SO has additional collaboration with C3.ai, Amazon Web Services and the Center for Policing Equity to proactively engage in the latest best practices around transparency and equity within more modern technologies. The SO works with Dr. Nashlie Sephus, PH.D. the Principal AI/ML Tech Evangelist at AWS, who focuses on fairness and identifying biases in AI technologies. While the platforms we will execute have no AI/ML algorithms in operation today that could result in these unintended outcomes, the SO is nonetheless committed to “unblackboxing” technology with accurate and understandable documentation to address public perceptions of the tools we utilize. The SO will develop a “responsible use” policy inclusive of data-driven best practices to monitor and mitigate risk of unintended data drift in applicable software solutions.

Project
Organizational
Capacity and
Coordination

The San Mateo County Sheriff’s Office (SO) and partnering agencies have the combined experience and applicable fiduciary authority to administer all projects and initiatives under this grant. Under the SO Fiscal Bureau, grant funding will be kept in a unique account with each project having a designated job ledger code for financial trackability. Confirmation via resolution by the San Mateo County Board of Supervisors will be executed prior to the BSCC releasing funds to the SO, ensuring alignment with the grant’s intent and directions. The SO will follow all county procurement policies for services and solutions rendered and onboard the third-party evaluator and financial auditor to support completion of all reporting requirements.

The United States Department of Homeland Security and the State of California designated the NCRIC as the Northern District of California’s law enforcement and public safety “fusion center”. The NCRIC’s Executive Board designated the SO to serve as the fiduciary and fiscal agent for the NCRIC and conducts all administrative and fiscal transactions on behalf of the NCRIC.

The NCRIC has a robust history of developing and implementing data integration solutions and regional intelligence management systems across California. The NCRIC Director of Private Sector Engagement and former Executive Director of Infragard National Members Alliance will lead the 12-week ORC ITREx project. NCRIC’s Assistant Director of Cyber and Technology will be the second lead for the Regional ALPR platform in conjunction with C3.ai.

With over 15,000 vetted law enforcement partners, 2,000 non-law enforcement government partners, and 800 private sector partners, the NCRIC anticipates up to six months to coordinate vendor selection and contracting, and execution of agencies’ updated data sharing agreements and memorandums of understanding (MOU). NCRIC staff will oversee all platform training, user vetting and onboarding, and system auditing required by law and this grant.

Commercial platforms will be selected to minimize ongoing costs post grant.

The SO has been working with C3.ai and Amazon Web Services (AWS) since January 2022. After successfully implementing the C3.ai LE solution in March 2023, the Daly City Police Department (not represented in this grant application) onboarded as a joint pilot project to validate C3.ai's ability to ingest data from multiple agencies' siloed systems. The SO and DCPD confirm C3.ai's ability to successfully implement the multi-jurisdictional solution, inclusive of all features and security controls required. Further, the SO and DCPD have jointly worked to "templatize" the process, CJIS documents and MOUs for the County LEAs to onboard to both C3.ai LE and the SO's AWS Gov Cloud environment over a 15-month period. County LEAs will fund their portion of the C3.ai LE and AWS hosting costs post grant.

The SO anticipates needing three months to execute the C3.ai LE and AWS contracts. The SO IT Director will serve as the project director for the entire grant and two full-time FTEs onboard. One IS Client Systems Specialist - Senior will support the expansion of the SO's AWS Gov Cloud platform and train agency administrators to eventually self-govern long-term. One SO Lieutenant (Lt.) will participate in a multi-jurisdictional workgroup tasked under the San Mateo County Police Chiefs and Sheriff's Association (PCSA) to orchestrate the expansion of C3.ai LE. The PCSA has a long-standing practice of establishing these focused workgroups with bylaws, meeting schedules, and applicable officer roles to ensure successful program implementation and longevity. The SO will absorb the Lt. position as part of the long-term strategy to develop a Technology Sustainment Team to support the training and policy changes needed as technology evolves over time.

The SO has already secured quotes for all the Digital Forensics and Investigative Solutions itemized in this grant, as well as budgetary estimates for the LIMS System. Designated SO staff will procure all digital forensics and investigative solutions, which can be rapidly implemented. Some tools will be evaluated during the first year before the SO commits to ongoing subscriptions. The LIMS system will likely require 6-12 months to procure and implement, as forensic software solutions must undergo strict credentialing and compliance checks. The SO will absorb the ongoing costs of the software post-grant.

Project Evaluation
and Monitoring

The NCRIC Deputy Director will monitor and evaluate the ORC ITREx and Regional ALPR projects, as they oversee and manage the Director of Private Sector Engagement and the Assistant Deputy Director of Cybersecurity and Technology, the two project managers for these initiatives. Retailers and agencies that onboard to the ORC ITREx will agree to sharing select data required for this grant and to evaluate the effectiveness of the tool on addressing organized retail theft. Agencies that onboard to the Regional ALPR platform will adhere to the same requirements regarding data sharing and

reporting.

The SO will also hire an external evaluator to assist in completing the local evaluation plan and report for the remaining projects in the grant. The SO has contacted the Center for Policing Equity, with whom they already contract. The County of San Mateo also has long-standing relationship with the Gardner Research Center at Stanford University, who has been selected for several other county grant and program evaluations in the past. Both companies, as well as the NCRIC and SO are versed in collecting qualitative and quantitative data that will be reflected in the quarterly progress reports designed to illustrate progress towards the grant's goals and objectives. The selected evaluator will support all participating agencies except the NCRIC in generating all necessary baseline data, monitoring best practices, and reports.

Additionally, the SO will implement C3.ai's Ex Machina solution to enhance reporting capabilities within the Ce.ai LE application. This will allow all participating agencies to, for the first time, pull standardized and multi-jurisdictional data in relation to organized retail theft, vehicle/accessory theft, and cargo theft from a single system, as well as other performance metrics and reporting relative to the grant goals and objectives, and daily operations. Partners agree to share data in the Letters of Commitment and the MOUs that will be executed as agencies onboard.

Baseline data has already been collected from all participating County LEAs from 2018 to mid-2023. The SO and hired evaluator will identify all relevant data that will be collected regularly. This will include all fiscal documentation needed to verify spending against the grant funds, and record data in relation to all services and solutions procured and operations executed with said programs. The multi-jurisdictional workgroup will meet regularly with the evaluator to review quarterly findings in relation to the goals and objectives of the grant. We will coordinate and derive mutually-agreed-upon next steps to foster continuous improvement of our processes and activities to not only ensure success, but the most LEAN and cost-effective success at the end of the grant term. The SO and partnering agencies intend on continuing to meet regularly post grant as a commitment to long-term sustainment and collaboration, utilizing the solutions implemented to continue pursuit of the goals set forth under this program, as well as new goals to be determined.

Key performance indicators for one or more solutions in this program will include:

- Recurring status reports on all project procurements and implementation plans, including milestone reports and presentations from participating vendors
- User onboarding and training statistics from public and private sector participants for each platform
- Quantity of unique vendor platforms aggregated into each vendor-agnostic solution

- Quantity of unique data sets and/or devices integrated into each vendor-agnostic solution
- Recurring reports of number of retail theft, motor vehicle/accessory theft and cargo theft crimes reported in the participating agency jurisdictions
- Recurring reports from participating retailers and loss prevention agencies of revenue losses and recovered merchandise valuations
- Recurring reports of number of stolen and recovered vehicles
- Recurring reports of number of stolen vehicle accessories, to include specifics on catalytic converter thefts
- Recurring reports of number of cargo theft cases at SFIA
- Quantitative and/or qualitative reports on the usefulness of individual source systems or investigative tools in creating investigative leads and/or arrests (i.e. ALPR, CCTV, mobile forensic solutions, LIMS evidence, tracking devices, etc.)

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

[San_Mateo_County_Sheriff_-_Budget_Attachment.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)

[San_Mateo_County_Sheriff_Project-Work-Plan.docx](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[San_Mateo_County_Sheriff_-_Appendix_D.pdf](#)

Local Impact Letter(s) (Appendix E)

[San_Mateo_County_Sheriff_-_Impact_Letter.pdf](#)

Letter(s) of Commitment, (Appendix F)

[Belmont_PD_-_Commitment_Letter.pdf](#)

[Burlingame_PD_-_Commitment_Letter.pdf](#)

[East_Palo_Alto_PD_-_Commitment_Letter.pdf](#)

[Menlo_Park_PD_-_Commitment_Letter.pdf](#)

[NCRIC_-_Commitment_Letter.pdf](#)

[Pacifica_PD_-_Commitment_Letter.pdf](#)

[South_San_Francisco_PD_-_Commitment_Letter.pdf](#)

[Atherton_PD_-_Commitment_Letter.pdf](#)

[Broadmoor_PD_-_Commitment_Letter.pdf](#)

[Colma_PD_-_Commitment_Letter.pdf](#)

[Foster_City_PD_-_Commitment_Letter.pdf](#)

[VTTF_-_Commitment_Letter.pdf](#)

[Redwood_City_PD_-_Commitment_Letter.docx](#)

Policies Limiting Racial Bias

[Atherton_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Belmont_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Burlingame_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Menlo_Park_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Pacifica_PD_-_Bias-Based_Policing_Policy.pdf](#)

[South_San_Francisco_Bias-Based_Policing_Policy.pdf](#)

[Colma_PD_-_Bias-Based_Policing_Policy.pdf](#)

[East_Palo_Alto_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Broadmoor_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Foster_City_PD_-_Bias-Based_Policing_Policy.pdf](#)

[Redwood_City_PD_-_Bias-Based_Policing_Policy.pdf](#)

[San_Mateo_County_Sheriff_-_Bias-Based_Policing_Policy.pdf](#)

Policies on Surveillance Technology

[Atherton_PD_-_ALPR_Policy.pdf](#)

[Belmont_PD_-_ALPR_Policy.pdf](#)

[Menlo_Park_PD_-_ALPR_Policy.pdf](#)

[NCRIC_-_ALPR_Policy.pdf](#)

[South_San_Francisco_PD_-_ALPR_Policy.pdf](#)

[Colma_PD_-_ALPR_Policy.pdf](#)

[Foster_City_PD_-_ALPR_Policy.pdf](#)

[Redwood_City_PD_-_ALPR_Policy.pdf](#)

[San_Mateo_County_Sheriff_-_ALPR_Policy.pdf](#)

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

[San_Mateo_County_Sheriff_-_Appendix_G.pdf](#)

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

OPTIONAL: n/a
Bibliography

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

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: | > Standardize all County LEAs on a single investigative and reporting platform | | |
| Objectives (A., B., etc.) | <ul style="list-style-type: none"> A. Successfully implement Countywide C3.ai LE platform for all participating agencies B. Successfully implement the C3. Ai Ex Machina reporting solution for all County LEAs | | |
| Process Measures and Outcome Measures: | <ul style="list-style-type: none"> • Recurring status reports to track if C3.ai and agencies are on target to complete the project scope within budget and on time, including milestone reports and presentations • User onboarding and training statistics reported out of C3.ai LE • Execution of MOUs between all agencies to ensure data sharing commitments • Quantity of unique vendor platforms aggregated into the C3.ai LE | | |
| Project activities that support the identified goal and objectives: | Responsible staff/partners | Timeline | |
| | | Start Date | End Date |

| | | | |
|--|---|-----------|------------|
| Establish the PCSA multijurisdictional work group comprised of representatives from all participating agencies | San Mateo County Sheriff's Office and partner agencies | 10/1/2023 | 12/31/2023 |
| Identify and contract with an independent evaluator to support completion of the Local Evaluation Plan and Local Evaluation Report | San Mateo County Sheriff's Office, independent evaluator (TBD), San Mateo County LEAs | 1/1/2024 | 3/31/2024 |
| Successfully implement the C3 the C3.ai Ex Machina reporting solution with grant – required reports available to agencies | San Mateo County Sheriff's Office, C3.ai, AWS, San Mateo County LEAs | 1/1/2024 | 6/30/2024 |
| Successfully train and onboard all participating San Mateo County agencies to the C3.ai LE platform | San Mateo County Sheriff's Office, C3.ai, AWS, San Mateo County LEAs | 1/1/2024 | 3/31/2025 |
| List data and sources to be used to measure outcomes: Project status reports, JIRA development dashboard, C3.ai Ex Machina | | | |

| | |
|--|--|
| (2) Goal: | > Implement regional data sharing platforms for the Northern District of California |
| Objectives (A., B., etc.) | <p>A. Successfully implement the Organized Retail Crime Incident and Threat Reporting Exchange (ORC ITREx)</p> <p>B. Successfully implement the Regional Automated License Plate Reader (ALPR) platform</p> |
| Process Measures and Outcome Measures: | <ul style="list-style-type: none"> • Recurring status reports to track vendor partners are on target to complete the project scope within budget and on time, including milestone reports and presentations • Execution of MOUs between all participating private sector and government agencies to ensure data sharing commitments (ORC ITREx) • User onboarding and training statistics |

| Project activities that support the identified goal and objectives: | Responsible staff/partners | Timeline | |
|---|---|------------|------------|
| | | Start Date | End Date |
| Execute contract with vendor partners for the ORC ITREx and Regional ALPR platforms | San Mateo County Sheriff's Office, NCRIC, vendors (TBD) | 1/1/2024 | 6/30/2024 |
| Successfully contract and implement the Regional ALPR platform with at least for of the most common vendor-based ALPR solutions in the region | San Mateo County Sheriff's Office, NCRIC, C3.ai, ALPR vendors (TBD) | 1/1/2024 | 6/30/2024 |
| Successfully implement ORC ITREx platform | San Mateo County Sheriff's Office, NCRIC, vendors (TBD) | 6/30/2024 | 9/30/2024 |
| Train and onboard all participating private sector and government agencies to the ORC ITREx solution | San Mateo County Sheriff's Office, NCRIC, vendors (TBD), participating agencies | 9/30/2024 | 12/31/2026 |
| Execute MOUs, train and onboard all participating agencies to the Regional ALPR platform | San Mateo County Sheriff's Office, NCRIC, C3.ai, ALPR vendors (TBD) | 1/1/2024 | 12/31/2026 |
| List data and sources to be used to measure outcomes: <ul style="list-style-type: none"> • Quantity of unique vendor platforms aggregated into a vendor-agnostic interface. • Quantity of unique agencies contributing to the shared multi-agency interface. • Quantity of ALPR cameras or similar devices contributing. • Quantity of users leveraging the shared data for appropriate law enforcement purposes. | | | |

| | | | |
|---|--|------------|------------|
| (3) Goal: | > Reduce occurrences of retail theft, vehicle / accessory theft, and cargo theft in San Mateo County and the Northern District of California | | |
| Objectives (A., B., etc.) | Successful utilization by all participating agencies of the following systems: ORC ITREx, Regional ALPR, Countywide C3.ai LE, all Digital Forensics and Investigative Solutions for all participating agencies with all source system integrations in place | | |
| Process Measures and Outcome Measures: | <ul style="list-style-type: none"> • Monthly users added to systems, and associated usage reports of all identified software and hardware • ORC ITREx - Monthly organized retail crime incidents reported. • ORC ITREx - Monthly number of information posts exchanged between users. • ORC ITREx - Monthly number of users that attended organized retail crime calls. • Recurring reports from participating retailers and loss prevention agencies of revenue losses and recovered merchandise valuations • Recurring reports of number of stolen and recovered vehicles • Recurring reports of number of stolen vehicle accessories, to include specifics on catalytic converter thefts • Recurring reports of number of cargo theft cases • Quantitative reports and qualitative surveys on the usefulness of individual source systems or investigative tools in creating investigative leads and/or arrests (ALPR, CCTV, mobile forensic solutions, LIMS evidence, tracking devices, etc.) | | |
| Project activities that support the identified goal and objectives: | Responsible staff/partners | Timeline | |
| | | Start Date | End Date |
| Utilize all applicable systems to pull necessary reports | San Mateo County Sheriff's Office, C3.ai, AWS, NCRIC San Mateo County LEAs, vendors (TBD) | 3/31/2024 | 12/31/2026 |
| Share data with independent evaluator (if applicable) for further analysis and generation of quarterly progress reports | San Mateo County Sheriff's Office, San Mateo County LEAs, independent evaluator (TBD) | 03/31/2024 | 12/31/2026 |

| | | | |
|--|---|------------|--------------|
| | | | |
| Review findings at system-specific workgroups and recurring meetings and identify necessary changes to projects to address any risks/issues | San Mateo County Sheriff's Office, San Mateo County LEAs, NCRIC | 03/31/2024 | 12/31/1/2026 |
| Review system applications to ensure SO users are following "responsible use of technology" best practices inclusive of auditing for potential data drift | San Mateo County Sheriff's Office, C3.ai, AWS | 03/31/2024 | 12/31/2026 |
| <p>List data and sources to be used to measure outcomes: ORC ITREx, Regional ALPR Platform, C3.ai LE, C3.ai Ex Machina, AWS Gov Cloud, Flock, LIMS, Babel Street, LeadsOnline CellHawk, Cellebrite Premium, CrimeTracer , GrayKey, Special Service Group Remote, covert video surveillance, Mission Darkness Digital evidence storage enclosure, Magnet Forensics Evidence recovery tool, Cubic Digital Intelligence video enhancement software, Hunch.ly Internet, Visualping.io Website Change Detector, and Starchase.</p> | | | |

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

Name of Applicant: *San Mateo County Sheriff's Office*
(i.e., County Sheriff's Office, County Probation Department, or City 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 | \$655,176.00 |
| 2. Services and Supplies | \$14,817,701.00 |
| 3. Professional Services or Public Agencies | \$0.00 |
| 4. Non-Governmental Organization (NGO) Subcontracts | \$0.00 |
| 5. Data Collection and Evaluation | \$150,000.00 |
| 6. Equipment/Fixed Assets | \$0.00 |
| 7. Financial Audit (Up to \$25,000) | \$15,000.00 |
| 8. Other (Travel, Training, etc.) | \$5,661.00 |
| 9. Indirect Costs | \$0.00 |
| TOTAL | \$15,643,538.00 |

1a. Salaries & Benefits

| Description of Salaries & Benefits | (% FTE or Hourly Rate) & Benefits | Total |
|------------------------------------|--|---------------------|
| IS Systems Specialist-Senior | 1 - 100% FTE, Salary \$156,203; Benefits (based on current Labor Union Agreement) \$70,520; Other Expenses \$2,949 = \$229,672 | \$229,672.00 |
| Sheriff's Office Lieutenant | 1 - 100% FTE, \$243,959; Benefits (based on current Labor Union Agreement) \$165,766; Other expenses \$15779 = \$425,504 | \$425,504.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL | | \$655,176.00 |

1b. Salaries & Benefits Narrative:

To support the countywide projects outlined, the SO requests funding for two positions to develop a Technology Sustainment Team with the objective of facilitating long-term sustainment of the countywide platforms implemented via the grant. The SO requests funding for one limited-term Information Systems Lead Client Services Specialist to manage the C3.ai LE platform and the regional ALPR in AWS Gov Cloud. This technical resource will support onboarding agencies and connecting data sources to C3.ai LE, ensuring the system meets all security requirements and best practices. The employee will train staff in each agency and facilitate development of a committee-based technical governance strategy to support the application ongoing, and the position will term at the end of the grant period. A dedicated Sheriff's Lieutenant will participate in a countywide work group focused on the expansion of C3.ai LE will represent and support feature designs, testing, operations training, and policy development and updates to ensure successful implementation. The Sheriff's Office will absorb the cost of the lieutenant after the grant term as an investment into the long-term sustainability of the platform's operational use countywide.

2a. Services and Supplies

| Description of Services or Supplies | Calculation for Expenditure | Total |
|---|--|-----------------|
| Regional Organized Retail Crime Incident and Threat Reporting Exchange Platform | One time implementation cost: \$1,000,000 3-year ESRI licensing: \$300,000 3-year Microsoft 365 licensing: \$70,000 3-year Microsoft Azure Cloud: \$300,000 3-year support, O & M cost (post implementation): \$330,000 | \$2,000,000.00 |
| C3.ai Platforms and AWS Hosting | Total C3.ai Cost: \$9,892,000 C3 Project Management: \$900,000 RIMS Integration: \$300,000 Licensing for 3 Yrs (40%): \$2,464,000 Onboarding Individual PDs (CAD, User Access, Tailoring, Audit/Report): \$356,000 Data Sources from Third Parties (3 complex, 4 simple): \$485,000 ORT App Enhancements (17): \$1,900,000 Architecture/Backend: \$1,160,000 Year 2 Support: \$375,000 Year 3 Support: \$500,000 ORT Reporting/Ex Machina 3 Yrs (Agency-wide access): \$252,000 LPR Platform Licensing 3 Yrs / \$150k annually; \$10k/1k searches: \$450,000 LPR Implementation/Development Fees (Boss, Vigilant, Flock, Axon) + up to 2 API-based LPRs TBD): \$500,000 LPR Year 2 Support: \$125,000 LPR Year 3 Support: \$125,000 Total AWS Costs: \$1,296,000 AWS Countywide Hosting: \$1,087,000 AWS LPR Hosting: \$209,000 | \$11,188,000.00 |

| | | |
|--|--|------------------------|
| Flock | Flock Countywide Integration Advanced API - Alert & Search Annual Fee Schedule - Tier 3 (>250 cameras): \$180,000 Flock Condor 24 x \$750 one-time install: \$18,000 \$3,000/annual (2TB storage, 25 hours/month retention) + county electrician install per camera: \$9,000 | \$207,000.00 |
| Forensic Laboratory Information Management System (LIMS) | One-time configuration: \$51,800 Migration: \$50,000 \$79,380 annual cost: \$238,140 DNA one-time configuration and migration: \$52,200 , \$18,600 annual cost: \$55,800 | \$251,980.00 |
| Suite of Digital Forensics and Investigative Solutions | Babel Street (2 month trial \$4,200 + 1 year \$50,400): \$54,600 LeadsOnline CellHawk (1 year - NO API): \$10,995 Cellebrite Premium (3 years - NO API): \$273,847 CrimeTracer (For 200 sworn - \$4,500 onboarding + \$49,999 subscription): \$54,499 GrayKey (Mobile - \$226,331.50 and Premier - \$137,806.50): \$364,138 Special Service Group (SSG) Remote, covert video surveillance: \$13,674 Mission Darkness Digital evidence storage enclosure: \$5,695 Magnet Forensics Evidence recovery tool: \$15,750 Cubic Digital Intelligence video enhancement software: \$10,600 Hunch.ly Internet evidence preservation tool with training: \$1,253 Visualping.io Website Change Detector: \$2,700 StarChase 30 vehicle, 6 handheld launcher systems, training and software: \$362,970 | \$1,170,721.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL | | \$14,817,701.00 |

2b. Services and Supplies Narrative:

The Organized Retail Crime Incident and Threat Reporting Exchange (ORC ITREx) will be a statewide solution that improves private sector and public safety information sharing, analysis, and strategy development to identify and mitigate the threat from ORC actors and groups, built by leveraging California's State Threat Assessment System outreach programs. Features of the ORC ITREx will include near real-time geospatial incident reporting, automated trend analysis, incident spike alerts, group chat, searchable intelligence and crime bulletin storage, a searchable private sector and public safety partner directory, connections to existing reporting platforms for automated incident reporting, and video teleconference capability for up to 25,000 users.

C3.ai will expand the SO's existing solution to all County LEAs, creating a standardized Countywide C3.ai Law Enforcement Platform (C3.ai LE) investigative and data sharing solution. C3.ai will implement the following features over a 15-month period: agency onboarding inclusive of countywide records system integration (RIMS Fusion Center move & integration); eight independent data source integrations, 17 system enhancements designed to accelerate organized retail, vehicle/accessory and cargo theft investigations, integration with the regional ALPR platform, role-based access controls and security, end user training and support, and all required system audit logs and reporting. This "one-stop shop" platform will be available to over 1,000 sworn staff from all County LEA's, effectively eliminating data siloes and intelligence gaps and exponentially increasing operational efficiencies and collaboration.

Flock is the fastest-growing ALPR and digital video capture solution in the county and region. The SO has obtained a unique, cost-optimized proposal for a Flock Countywide Integration of the vendor's Advanced API data feed to C3.ai's regional ALPR solution. Additionally, the SO and County LEAs will provision 24 CCTV-like solutions (potentially the Flock Condor product) and strategically place these cameras at intersections of entry/egress routes to major retail centers in the county.

The current Laboratory Information Management System (LIMS) is inadequate to manage and extract the variety of latent, DNA and firearm evidence often collected and generated from retail and vehicle theft investigations, nor can the system integrate with other intelligence software. A new, more robust LIMS solution integrated with C3.ai LE will allow the Crime Lab to share laboratory-generated leads with County LEAs exponentially faster.

The Sheriff's Office will implement a suite of Digital Forensics and Investigative Solutions to collect, protect, and analyze the catastrophically growing volume and variety of mobile device, CCTV and other digital media ascertained as part of retail vehicle/accessory and cargo theft investigations. The SO will offset countywide resource constraints by deploying a host of technological solutions and training for SO staff to support investigations for all LEAs. This suite will include:

Babel Street to help search and located social media and dark web content relevant to investigations; Crime Tracer, a nationwide law enforcement data aggregator for discovering offender insights outside the county; StarChase Guardian systems distributed across all six SO jurisdictions, allowing patrol to discharge GPS tracking projectiles on fleeing suspect vehicles, thereby eliminating the public safety risk of engaging in pursuit; Expansion of Cellebrite and GreyKey mobile device data extraction hardware, each unique to extrapolating data from different mobile operating systems; LeadsOnline CellHawk solution to ingest and transform call data and geospatial information into an intuitive and visual representation, all legally audit-tracked and permissible in court; Special Services Group concealment camera that can be placed in a non-descript "drop car" for monitoring areas for vehicle/accessory theft, allowing for increased efficiency in otherwise labor intensive physical surveillance operations; Mission Darkness digital evidence cabinet with radio frequency shielding to protect mobile devices from remote deletion or tampering, including when in "airplane mode", ensuring the integrity of devices when collected and examined during investigations; Magnet Forensics DVR Examiner subscription to assist victimized retailers and loss prevention staff who may not have the knowledge or skills to recover video surveillance from private security systems; Cubic Digital Intelligence Motion DSP Forensic Studio software to help enhance video images and recordings impacted by proprietary formats or low-quality resolution; Licenses to Hunch.ly, a browser plug-in that documents and reconstructs an investigator's path while searching open-source websites, including training on other Python-based open source intelligence-gathering tools; Subscription to Visualping.io, allowing investigators to tag designated social media services and receive automated email/text

3a. Professional Services

| Description of Professional Service(s) | Calculation for Expenditure | Total |
|--|-----------------------------|---------------|
| N/A | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL | | \$0.00 |

3b. Professional Services Narrative

N/A

4a. Non-Governmental Organization (NGO) Subcontracts

| Description of Non-Governmental Organization (NGO) Subcontracts | Calculation for Expense | Total |
|---|-------------------------|---------------|
| N/A | | \$0.00 |
| | | \$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

N/A

5a. Data Collection and Evaluation

| Description of Data Collection and Evaluation | Calculation for Expense | Total |
|---|--|---------------------|
| Third Party Evaluator | 5% of the total cost of all grant application line items, minus the costs of NCRIC-evaluated solutions (ORC ITREx & Regional ALPR Platform); leveraged the SO's contract with Center for Policing Equity - multiplied by 3 years, x 11 agencies. Then took 50% of that total and rounded down to fit budget. | \$150,000.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTALS | | \$150,000.00 |

5b. Data Collection and Evaluation Narrative

As per grant requirement, a third party evaluator will be used for data collection and evaluation efforts to assist in the development of a Local Evaluation Plan and Local Evaluation Report. The SO has contacted the Center for Policing Equity, with whom they already contract. The County of San Mateo also has long-standing relationship with the Gardner Research Center at Stanford University, who has been selected for several other county grant and program evaluations in the past. Both companies, as well as the NCRIC and SO are versed in collecting qualitative and quantitative data that will be reflected in the quarterly progress reports designed to illustrate progress towards the grant's goals and objectives. The selected evaluator will support all participating agencies except the NCRIC in generating all necessary baseline data, monitoring best practices, and reports.

The NCRIC Deputy Director will monitor and evaluate the ORC ITREx and Regional ALPR projects, as they oversee and manage the Director of Private Sector Engagement and the Assistant Deputy Director of Cybersecurity and Technology, the two project managers for these initiatives. Retailers and agencies that onboard to the ORC ITREx will agree to sharing select data required for this grant and to evaluate the effectiveness of the tool on addressing organized retail theft. Agencies that onboard to the Regional ALPR platform will adhere to the same requirements regarding data sharing and reporting.

6a. Equipment/Fixed Assets

| Description of Equipment/Fixed Assets | Calculation for Expense | Total |
|---------------------------------------|-------------------------|---------------|
| N/A | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTALS | | \$0.00 |

6b. Equipment/Fixed Assets Narrative

N/A

7a. Financial Audit

| Description | Calculation for Expense | Total |
|----------------------|--|--------------------|
| Fee for Single Audit | Fee charged by San Mateo County Controller's Office for grant to be added into the County's single audit | \$15,000.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL | | \$15,000.00 |

7b. Financial Audit) Narrative:

Per 2 CFR 200.501, an organization must have a single-audit conducted by an independent auditor if it expends \$750,000 or more in federal grant funds in that fiscal year.

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

| Description | Calculation for Expense | Total |
|---------------------------------------|---|-------------------|
| IntelTechniques Online Video Training | 3 individual accounts - 1 year access to IntelTechniques.net Online Training portal | \$2,550.00 |
| Travel | 3 1-day meetings for 3 people (\$145 lodging and mileage) | \$3,111.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| | | \$0.00 |
| TOTAL | | \$5,661.00 |

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

Three 1-year subscriptions to Enterprise Speakers IntelTechniques, an open-source intelligence resource and training site where analysts can access 90 hours of training videos to receive certification and custom investigative tools. Travel for the required 3 1-day trips to Sacramento from RWC for the grant. The SO, on behalf of all participating agencies, will send the Project Director, Operations representative (likely the onboarded Luetenant) and a fiscal representative to all meetings. Rates reflect 2023 GSA - include overnight lodging, first/last day meals and incidentals, and County mileage reimbursement rates (\$0.665/mile) x 112 miles each way to/from Redwood City and Sacramento.

9a. Indirect Costs

| For this grant program, indirect costs may be charged using only <u>one</u> 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 |
| <i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i> | \$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 |
| <i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i> | \$0 | |
| <i>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.</i> | | |
| TOTAL | \$0 | \$0 |

9b. Indirect Costs Narrative:

N/A



SHERIFF

CHRISTINA CORPUS

SAN MATEO COUNTY SHERIFF'S OFFICE
400 County Center, Redwood City, CA 94063
Telephone: (650) 363-4911

Letter of Agreement / Local Impact

San Mateo County Sheriff's Office (Sheriff's Office) is applying for the California Board of State and Community Corrections' Organized Retail Theft Prevention Grant Program.

The Sheriff's Office is applying as the lead agency on behalf of, and in partnership with the Northern California Regional Intelligence Center (NCRIC), the San Mateo County Vehicle Theft Task Force (VTTF), and police departments from the following cities within the county: Atherton, Belmont, Broadmoor, Burlingame, Colma, East Palo Alto, Foster City, Menlo Park, Pacifica, Redwood City, and South San Francisco (County LEAs).

Together, the Sheriff's Office, NCRIC, VTTF, and County LEAs will execute a strategic effort to prevent and respond to organized retail theft, motor vehicle and motor vehicle accessory theft, and cargo theft in San Mateo County as well as the Federal Northern District of California via the following key initiatives:

- **Organized Retail Crime – Incident and Threat Reporting Exchange (ORC ITREx):** A statewide platform will be established to create near real-time private sector and public safety information sharing, analysis, and strategy development to identify and mitigate the threat from ORC actors and groups, with role-based security and access capability for up to 25,000 users from partnering businesses and public safety agencies.
- **Regional Automated License Plate Reader Data Sharing Platform (Regional ALPR):** The Sheriff's Office will support modernization of NCRIC's ALPR sharing platform provided by C3.ai, hosted in the Sheriff's Office's Amazon Web Service Government Cloud (AWS Gov Cloud). NCRIC has existing security, privacy and surveillance policies and sharing agreements that span 50+ agencies and 1000+ ALPR cameras. Aggregated platforms that span multiple jurisdictions vastly benefit investigations and provide exponential value to all agencies including VTTF.
- **Countywide Investigations, Data Sharing and Reporting Platform:** The Sheriff's Office will expand the existing C3.ai Law Enforcement (C3.ai LE) application to County LEAs, hosted on the Sheriff's Office's AWS Gov Cloud. This will result in uplifting County LEAs with limited technology and siloed systems to a single countywide platform, inclusive of potential integrations with ORC ITREx and Regional ALPR (listed above). Through the utilization of C3.ai LE, all participating agencies will maximize data collection and sharing, investigative analysis and standardized reporting to prevent and respond to organized retail theft, motor vehicle and motor vehicle accessory theft, and cargo theft, thereby enhancing community safety and security for the entire San Mateo County and beyond.

- **Forensic Laboratory Information Management System (LIMS):** Upgrading the LIMS system to a modern solution will maximize data collection and allow for a connection to C3.ai LE, providing increased efficiencies in information sharing for all.
- **Digital Forensics and Investigative Solutions:** The Sheriff's Office will implement a suite of solutions to collect, protect, and analyze information obtained from public sources (i.e. social media, dark web), nationwide law enforcement platforms, as well as mobile devices and CCTV to assist all County LEAs with their investigations of retail, motor vehicle and cargo theft.
- **Technology Sustainment Team:** To support the countywide projects outlined, the Sheriff's Office requests funding for one limited-term Information Systems Lead Client Services Specialist to support onboarding agencies and connecting data sources to the C3.ai LE platform in AWS Gov Cloud. The Sheriff's Office will also need a dedicated lieutenant to participate in a countywide work group focused on the expansion and long-term sustainability of C3.ai LE.

Working Together to Address Impacts for Retailers:

Theft rates are so high in local stores that retailers report struggling to find staff willing to work. Collaboration enables crime prevention, enhances investigation capabilities, ensures swift response, facilitates intelligence sharing, promotes public safety, and fosters community trust. By joining forces, law enforcement and retailers can create a safer retail environment and mitigate the risks associated with criminal activities, benefiting both businesses and the communities they serve. Specifically, the ORC ITREx will allow retailers to report near real-time data to aid in the prevention and investigation of crimes against their businesses. Through all of the aforementioned initiatives, enhanced data will likely result in increased law enforcement presence in retail spaces, responding to ORT theft-related incidents and liaising with local retailers to ensure they are aware of best and emerging practices to identify, reduce, and report ORT crimes. TJ Maxx located in San Carlos, CA and Home Depot, who has multiple locations throughout the County, have endorsed their support to working with the Sheriff's Office and County LEAs in accordance with this grant application.

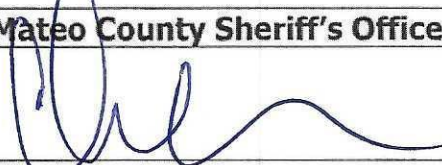
Working Together to Address Impacts for Local Governmental Agencies:


With the increased regional capability and response of LEAs, the impact of theft related investigations is expected to increase workload in various areas. This includes an anticipated increase in arrests/court filings, search warrants, trial appearances which would also create an increased prosecution effort for the San Mateo County District Attorney's Office (DAO). While enhancing services for LEAs may generate more work in some areas, the expected outcome is to secure successful investigative outcomes leading to prosecution and property recovery while deterring the potential for on-going criminal activity.

The response to organized criminal activity is an ongoing effort. Recognizing the potential for increased effort and workload by various LEAs and the DAO, the opportunity also exists to adjust investigative response and operations based on the enhanced capabilities. It is expected these enhancements would allow for more streamlined workflow over time, making the possible increased workload a short-term challenge.

The DAO acknowledges the potential impacts and unequivocally supports the Sheriff's Office's pursuit of this grant. The DAO is committed to partnering with all involved agencies to effectively address and prevent organized retail theft, motor vehicle and motor vehicle accessory theft, and cargo theft.

Signature Page:

| | |
|--|---------------|
| San Mateo County Sheriff's Office | |
|  | |
| Title: Christina Corpus, Sheriff | Date: 6/30/23 |

| | |
|---|--------------------|
| San Mateo County District Attorney's Office | |
|  | |
| Title: Stephen Wagstaffe, District Attorney | Date: July 6, 2023 |



Town of Atherton
DEPARTMENT OF
POLICE



To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 1, 2023

This letter is being submitted to document that Atherton Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, Atherton Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The Town of Atherton sits on the southern end of San Mateo County. Our town is approximately 8 square miles, has a population of 7,500 people and is residential only. We have 13 schools and therefore see a daily influx of people and vehicles during the weekdays. Although Atherton contains no commercial businesses, we are affected by stolen vehicles/catalytic converter theft (39 since 2018), package theft (31 since 2018) and recovered stolen vehicle (50 since 2018). Sharing data among neighboring agencies would assist us in proactively looking for suspects and suspect vehicles, especially with the use of our Automated License Plate Reader system. We would be able to share trends for proactive patrol within our Town and neighboring agencies.

The Atherton Police Department is not disbarred in participating in BSCC grants.

The Atherton Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of our residents.

A handwritten signature in blue ink that reads "SMCully".

Steven McCulley
Chief of Police



BELMONT POLICE DEPARTMENT
BELMONT, CALIFORNIA

KEN STENQUIST
CHIEF OF POLICE

To: Board of State and Community Corrections
Re: Organized Retail Theft Prevention Grant Program
Date: June 29, 2023

This letter is being submitted to confirm the Belmont Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the Belmont Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County while sharing data with all agencies participating in this grant to better coordinate efforts and lead to successful outcomes.

The City of Belmont, population 28,000, is a small city comprising 4.6 square miles nestled in the heart of San Mateo County. While primarily a residential community, the city has not been immune to the increase of thefts seen across the county and region. Our retail businesses especially surrounding the El Camino Real and CalTrain corridors, which span the entire county, have seen the biggest impact. Since 2019, there has been a sharp increase in thefts and related activity across the city. Retail related theft, theft and recovery of motor vehicles as well as thefts of motor vehicle parts (catalytic converters) has risen sharply over the past several years.

By way of example, the number of thefts reported to our department in 2020 increased 33% over the 2019 level and in 2021 jumped another 57% and has remained at those levels since. Theft related to retail establishments increased 93% year over year in 2021 and, despite one major retailer closing its doors in 2022, retail theft has remained an increasing problem in the city. These totals only represent those cases reported to law enforcement. We have learned some retailers and employees do not report thefts in many cases.

Motor vehicle thefts and recovery of stolen vehicles which historically averaged about 46 per year, increased 42% in 2021 and has remained relatively flat since that time. Another crime the city has seen an increase in is thefts of parts, specifically catalytic converters, from motor vehicles. Not only has the frequency of these crimes increased, they jumped 59% in 2022, but they have also become an increasingly violent crime when suspects are confronted by victims or law enforcement. Recent cases have seen suspects brandishing weapons, carrying firearms and attempting to evade law enforcement by reckless and dangerous driving.

The City of Belmont is not alone in dealing with an increase in these crimes over the past several years. Investigations have shown thieves who commit retail theft and/or motor vehicle/vehicle parts thefts very commonly travel across jurisdictions during the commission of their crimes. We strongly believe using grant funds to acquire C3 A.I. and related technologies will assist us in investigating these types of crimes by having comprehensive, timely access to aggregated data from other jurisdictions across the county and the bay area. Specifically, the system will allow us to quickly identify trends, related cases, suspects, suspect vehicles and will ultimately result in the apprehension and successful prosecution of those responsible.

The Belmont Police Department is not debarred from participating in BSCC grants. The Belmont Police Department fully supports the efforts to reduce retail and vehicle theft in our community and across our region where the rising rates of these crimes continue to threaten the safety and well being of our community members.

Respectfully,

A handwritten signature in blue ink, appearing to be "Ken Stenquist".

Ken Stenquist
Chief of Police



BROADMOOR POLICE DEPARTMENT

388 Eighty Eighth Street
Broadmoor, CA 94015-1717
(650) 755-3838 • Fax (650) 755-9732



Michael Connolly
Chief of Police

Board of Police Commissioners
Hon. James Kucharszky
Hon. Ralph Hutchens
Hon. Marie Brizuela

To: Board of Police Commissioners
Re: The Organized Retail Theft Prevention Grant Program
Date: July 3, 2023

This letter is being submitted to document that the Broadmoor Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the Broadmoor Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The Police Protection District of Broadmoor is located in northern San Mateo County. Its area spans approximately 0.5 square miles. The current population is approximately 7,200 residents. The district consists of a mix of residential and small retail stores. While the district does not contain any major retailers we are bordered by two cities, Daly City and the town of Colma which contains major retail chains. The district also contains the Colma Bart station which is an ingress or egress point for many of the suspects. Since 2021, our officers have assisted Colma Police department on over 500 calls, and of which approximately 40 calls were from Target, and approximately 50 calls from other retail stores within the town of Colma. Additionally, the Broadmoor Police Department has handled 67 10851, vehicle theft and 87 10852, vehicle tampering cases in the last three years.

As a small agency, we do not have the resources necessary to assist in a technical level however our officers do make contacts with those known in the bordering cities and may offer data to aide in investigating suppressing retail theft and vehicle theft crimes from bordering cities.

The Broadmoor Police Department is not debarred in participating in BSCC grants.

The Broadmoor Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,

Chief Michael Connolly

A handwritten signature in black ink, appearing to read "Michael Connolly". The signature is written in a cursive style with a large, looping initial 'M' and a long, sweeping tail that extends to the right.



City Of Burlingame

Police Department

Michael Matteucci
Chief Of Police

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 1, 2023

This letter is being submitted to document that Burlingame Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, Burlingame Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The City of Burlingame is located in central San Mateo County. It is a city of over six miles with a 2023 population of 27,940. We are a mix of residential, retail businesses, auto dealerships, industry and hotels. As many of our retail businesses are very high end, we have a significant problem with retail thefts and at times have even had to employ Police Officers to be on duty in front of the businesses where many of the thefts occur. Citizens are put in danger when they attempt to stop these thefts from occurring. The auto dealerships also have had thefts in which multiple vehicles are stolen at one time. Hotels pose a significant risk of theft as well due to the transient nature of the hotel customers. As many of these suspects travel from city to city in our very contiguous Bay Area, it is very important that we have a shared database in which we can coordinate with our other law enforcement partners in San Mateo County and surrounding counties. This coordinated database would give us the information and leads so that we could clear cases that we would otherwise not be able to do.

The City of Burlingame is not debarred from participating in BSCC grants.

Burlingame Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Thank you for your consideration.

Burlingame Police Department

A handwritten signature in blue ink, appearing to read 'Michael Matteucci'.

Michael Matteucci
Chief of Police



COLMA POLICE DEPARTMENT

1199 El Camino Real
Colma, California 94014-3211
Office (650) 997-8321
Fax (650) 997-8330



To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 4, 2023

This letter is being submitted to document that the Colma Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the Colma Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.


The Town of Colma is located in northern San Mateo County, nestled between South San Francisco and Daly City. Colma is just under two square miles and has a population of 1,507. We are a mix of residential, retail business, auto dealerships, and cemeteries. Many of our businesses are high targets for thefts, which include department stores, discount retail stores, large hardware stores, electronic stores, a casino and over 12 dealerships. Due to the size of our agency, we are unable to allot many resources to many of the thefts that have occurred and prioritize only the larger cases.

Many of our thefts, whether its thefts of vehicles (fraud or by force) or thefts from our stores, are done by suspects who do not live in the Town of Colma. Having a database that can contain data from not just San Mateo County agencies, but agencies through out the Bay Area would help immensely in the investigation of crimes. With a better database, officers can investigate crimes and clear cases that would normally be closed.

The Colma Police Department is not debarred from participating in BSCC grants. The Colma Police Department fully supports the efforts to reduce retail theft and auto thefts in our community.

The Colma Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,



John Munsey
Chief of Police



**CITY OF EAST PALO ALTO
POLICE DEPARTMENT**

141 Demeter Street
East Palo Alto, CA 94303

JEFF LIU
CHIEF OF POLICE
(650) 853-3160 Phone
jliu@cityofepa.org

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 3, 2023

This letter is being submitted to document that the East Palo Alto Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, East Palo Alto Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

East Palo Alto

The City of East Palo Alto is the southernmost city in San Mateo County, along the Highway 101 corridor. Comprising 2.64 square miles, the city is largely residential and home to approximately 30,000 residents, with approximately 25% (400 acres) built and zoned for Retail and Lodging establishments. Although situated as the left ventricle in the Silicon Valley, the explosion of wealth as a result of the Tech Boom in the 1990's and early 2000's, largely bypassed the City of East Palo Alto. As a result, the City of East Palo Alto stands in dark contrast to all its surrounding neighbor cities. Thus far, the city has failed to rid itself of the highest crime rate in San Mateo County per capita (29 crimes per 1,000 residents), and rests in the top tier bay area wide.

The only commercialized shopping center located within the city (approximately 40 acres) is Ravenswood/101 Shopping Center and is anchored by The Home Depot (240 employees), Ikea (250 employees), Target (118 employees), and Nordstrom Rack (118 employees). Together, the listed merchants only account for approximately 5% of the city's workforce, but the shopping center contributes the bulk of the city's revenue. Thus, the financial health of the city is attached to the financial health of the merchants.

Retail Property/Theft Challenges

The retailers listed above have a loss prevention or security apparatus to protect their assets; however, due to the rise in violent encounters when approaching theft suspects, only Nordstrom Rack allows their security to make “hands on arrests.” Therefore, the numbers relating to the true presence of retail theft at the Ravenswood/101 Retail Center, are best reflected by the by the entity that engages with those who commit thefts. Although other retailers notify police and make arrests for theft, citing a specific statistic does not reflect the enormity of the underlying problem.

In all, the East Palo Alto Police responded to theft reports from the Ravenswood/101 Retail Center and associated retailers: (by year)

- 2023 91 (thus far, ending June 2023)
- 2022 106
- 2021 18
- 2020 84 (COVID year)
- 2019 60

In the 30-days of June, 2023, Nordstrom Rack alone, made 15 apprehensions for theft, and incurred one incident of Robbery. Further, Nordstrom management accounts for the torn tags and packaging of merchandise stolen from the sales floor where apprehensions are not made and adds them up every 3 to 4 days. The entries into their internal “Known Loss” system for the month of June were as follows; \$809.61, \$322.55, \$51.16, \$3,011, \$990.66, \$994.80, \$1,878, \$474.11, \$885.63, \$529.31, \$79.94, and \$2,374.19, for a total monthly loss for June 2023: \$11,406.30.

Robbery citywide, is up 140% from May-June 2022, compared to the same 2023 period (2022 = 5, 2023 = 12). Many of the robberies do not involve commercial or retail entities at all, rather, are pedestrians or bicyclists who are robbed on a city street. It is commonplace that the stolen items are quickly listed for sale on social media sites. Moreover, it is not uncommon for detectives to learn while investigating serious crimes, that the subjects are also associated with Organized Retail Theft, or that their vehicles have been used in such thefts.

***Auto Theft**


Although Auto Theft is not an ORT category, it is important to note that the City of East Palo Alto experiences an inordinate amount of auto theft for its size and population. Many of these stolen vehicles are used to commit other crimes, including Organized Retail Theft. From 2020 – June 2023, the East Palo Alto Police Department has taken 682 stolen auto reports, of which, 225 were stolen elsewhere and abandoned in East Palo Alto.

C3 A.I. Benefits

There is no question that acquiring C3 A.I. will benefit the City of East Palo Alto, its residents, Allied Agencies, and the surrounding region. The benefits would include the easier analysis of complex data, sharing of data and intelligence with Allied Agencies, and the creation of synergies between the East Palo Alto Police Department and the Organized Retail Crime units operated by the merchants who do business within the City of East Palo Alto, and throughout the County of San Mateo.

East Palo Alto Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents. The East Palo Alto Police Department is not prohibited from participating in this grant.

Signed by,

A handwritten signature in black ink, appearing to be 'Jeff Liu', written over a horizontal line.

Jeff Liu, Chief of Police



Foster City Police Department
Tracy Avelar, Chief of Police

1030 East Hillsdale Boulevard
Foster City, CA 94404
Phone: 650-286-3300
FAX: 650-573-9080

July 5, 2023

Board of State and Community Correction
2590 Venture Oaks Way Ste200
Sacramento, CA 95833

RE: The Organized Retail Theft Prevention Grant Program

To Whom It May Concern:

This letter is being submitted to document that the Foster City Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the Foster City Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

Foster City has a population of 33,511 residents and is a four square mile city located in central San Mateo County. Established retailers and the city have been impacted adversely by the increase in thefts county-wide. The retailers are located near State Highway 92 and U.S. Highway 101, two travel corridors that are actively used by thieves for access in and out of Foster City.

From 2021 going back to 2018, we experienced increases in thefts, catalytic converter thefts/theft from vehicles, and stolen vehicles. The following examples illustrate the year-over-year increases: In 2021, we experienced a 7% increase of thefts, including retail thefts; thefts of catalytic converters/thefts from vehicles increased 18%; and a 33% increase in stolen vehicles over 2020. Significantly, in 2020, we experienced a 75% increase in stolen vehicles and a 38% increase in catalytic converter theft/ theft from vehicles over 2019. In 2019, we experienced an 8.8% increase in thefts that included retail and a 22.9% increase in catalytic converter/thefts from vehicles over 2018.

During the investigations, it was learned the involved suspects are well organized, work in a group, and often utilize stolen vehicles to carry out crime sprees. Because these crews travel throughout San Mateo County and commit similar crimes in other cities, it is important for police departments to be able to share information that will aid the apprehension of these criminals. The ability to share our respective databases will allow the coordination of our efforts and allows us to clear cases that we would not be able to otherwise.

The Foster City Police Department is not debarred from participating in BSCC grants. The Foster City Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,



Tracy Ayelar

“Excellent Service—Every Call—Every Contact—Every Day”



July 3, 2023

TO: Board of State and Community Corrections

FROM: Dave Norris, Police Chief, City of Menlo Park, CA

RE: The Organized Retail Theft Prevention Grant Program

Dear BSCC,

This letter is being submitted to document that the Menlo Park Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, Menlo Park Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The City of Menlo Park and Menlo Park PD are not debarred from participating in BSCC Grants.

The City of Menlo Park sits on the far southeast end of San Mateo County. Menlo Park has a population of just under 34,000 as of the 2020 Census and spans 17.4 square miles – 10 of that land, and 7 water in the San Francisco Bay. Considered a part of the Bay Area known as Silicon Valley, Menlo Park is home to many Venture Capital Firms as well as tech startups and houses the Headquarters location of Meta (Facebook). Menlo Park is the location of the west end of the Dumbarton Bridge, which spans the SF Bay and connects Menlo Park directly to the city of Fremont, CA, one of the largest and busiest cities in Alameda County. In addition, this city is connected to the two major arterial freeways which run parallel from San Francisco to San Jose – US 101 on the east and I 280 on the west – both have on/off ramps directly into Menlo Park. To the southeast, Menlo Park is bordered by the City of Palo Alto, the northwestern most city in Santa Clara County, and home to Stanford University. Palo Alto's massive Stanford Shopping Center, a hub for retail theft, sits across the street from the border with Menlo Park, and routes into and out of the Shopping Center to the freeways are most efficient directly through Menlo Park.

Although Menlo Park shows demographics which reveal a 55% white, 18% Hispanic, 17% Asian and 3% Black differential, it is important to note there is a broad

socioeconomic spread across this community. Some areas of Menlo Park have some of the highest property values and per capita income in the nation, while the area closest to Meta and the Dumbarton Bridge has closer to 50% Hispanic population, a traditionally underserved community, and some per capita and family income levels below the poverty level. To the northwest of Menlo Park sits the unincorporated North Fair Oaks neighborhood, and east and southeast of Menlo Park sits the City of East Palo – both jurisdictions are traditionally similar in their low per capita and family income. In these areas, both inside and outside of the jagged border of Menlo Park, stolen vehicles, drug issues and traditional gang issues create a more frequent crime picture.

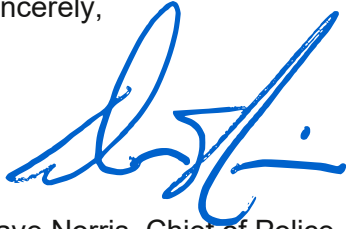
In short, Menlo Park has a widely varied crime profile. Larceny, including retail theft, catalytic converter theft, and other property crimes is the most frequent non self-initiated crime reported. Proximity to bridges, freeways, and underserved areas create frequent interactions involving stolen vehicles – Menlo Park Officers are alerted to stolen vehicle hits from LPRs multiple times daily. Menlo Park is direct victim to organized retail theft at its three major drugstores, a Beverages & More, a Big 5 Sporting Goods, and a Lens Crafters store. MPPD is a frequent responder to escaping organized retail theft suspects from Stanford Shopping Center, which abuts Menlo Park, and its more affluent neighborhoods are subject to organized burglary rings such as the South American Burglary teams seen in recent years.

Agencies in San Mateo County are blessed with outstanding relationships between them, and the ability to collaborate agency to agency on contemporaneous incidents or to deliberately share information and pool resources during ongoing, multi-jurisdictional investigations. However, it is very difficult to capture all of the information shareable between jurisdictions and any gaps within that process due to each agency operating independently. Subsequently, it is also difficult to identify and obtain measurements which are distinct and valid enough to share with our communities, even with favorable outcomes. What the agencies in this county currently lack and crave is an encompassing, intelligence-aggregating system that allows agencies to share and collaborate on crime issues in real time. With multiple major retail centers in and around this jurisdiction, the prevalence of stolen vehicles and catalytic converter thefts, and other organized retail theft activity that sees suspects engaging in a flurry of thefts across multiple jurisdictions in often the span of just minutes and hours, San Mateo County agencies would benefit massively from an encompassing information and intelligence sharing system that could be both contributed to and accessed by all its collaborating agencies at the same time, in real time.

With such a system, efficiencies in interagency intelligence will increase, case closures and justice for the massive losses from organized retail crime should also increase, and agencies would better be able to illustrate to our communities the collaborative effort we make to keep our public safe.

Menlo Park Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Sincerely,

A handwritten signature in blue ink, appearing to read "D. Norris", is positioned above the typed name.

Dave Norris, Chief of Police
City of Menlo Park, CA



NORTHERN CALIFORNIA REGIONAL INTELLIGENCE CENTER
HIGH INTENSITY DRUG TRAFFICKING AREA

July 5, 2023

Board of State Community Corrections
RE: The Organized Retail Theft Grant Program Letter of Commitment
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

This letter is being submitted to document that the Northern California Regional Intelligence Center (NCRIC) agrees to partner on the Organized Retail Theft Prevention Grant Program proposal submitted by the San Mateo County Sheriff's Office to develop the Organized Retail Crime - Incident and Threat Reporting Exchange (ORC ITREx). The ORC ITREx is a statewide platform that will be established to create a near real-time private sector and public safety information sharing, analysis, and strategy development platform that will identify and mitigate the threat from ORC actors and groups, with role-based security and access capability for up to 25,000 users from partnering businesses and public safety agencies.

As part of this grant, the NCRIC agrees to implement the technology integration and project execution of the ORC ITREx. The NCRIC will provide personnel to manage the project implementation with private sector and public safety partner subject matter experts, develop project technology requirements, identify data sources, develop a scope of work for the project, screen and select technology project vendors, develop the technology platform with contract vendors, conduct outreach and training on the technology platform, and develop alerts and analysis for private sector and public safety partners to streamline organized retail crime incident reporting, analysis, and criminal information and intelligence sharing.

Please feel free to contact me if you have any questions regarding this letter of commitment.

Sincerely,

A handwritten signature in black ink that reads 'Mike L. Sena'.

Mike L. Sena
Executive Director





Scenic Pacifica

Incorporated Nov. 22, 1957

Pacifica Police Department

2075 Coast Highway • Pacifica, California 94044-3038

(T) 650-738-7314 • (F) 650-355-1172 • www.pacificapolice.org



nextdoor



MARIA SARASUA

Chief of Police

To: Board of State and Community Corrections
RE: The Organized Retail Theft Prevention Grant Program
Date: June 29, 2023

This letter is being submitted to document that Pacifica Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, Pacifica Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The Pacifica Police Department is located on the northern San Mateo County coast and consists of 12 square miles with a total population of about 40,000 residents. Pacifica is primarily a coastal bedroom community with several hotels, and about five small scale business districts. All of our retail districts are located near major highways, which have easy access to San Francisco to the north and Half Moon Bay to the south.

Over the past several years we have seen a significant increase in reported retail thefts and vehicle thefts. During the course of investigating most of these incidents we have learned these suspects are well organized, work in groups, and often utilize stolen vehicles to carry out their crime sprees. The City of Pacifica has had to utilize "bait" vehicles parked in various shopping centers as a deterrent, but often times find out our efforts were not successful. As most of these crews travel from city to city within our county, it is important that we all share a database in which we can coordinate our efforts collaboratively in solving these crimes. Furthermore, by having a coordinated database it would give us information and leads so that we can clear cases that we would otherwise not be able to do.

The City of Pacifica is not debarred from participating in BSCC grants.

Pacifica Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Thank you for your consideration.

Bill Glasgo
Police Captain
Pacifica Police Department



To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 5, 2023

This letter is being submitted to document that the Redwood City Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the Redwood City Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

Redwood City is located in southern San Mateo County, approximately 27 miles (43 km) south of San Francisco, and 24 miles (39 km) northwest of San Jose. Redwood City is home to several global technology companies including Electronic Arts, Evernote, Google, Box, and Informatica. The city's population was 84,292 according to the 2020 census. The Port of Redwood City is the only deepwater port on San Francisco Bay south of San Francisco. The city consists of a mix of residential, retail, manufacturing, hotels, and biotech campuses. Our largest retail businesses include one Costco stores, one Target store, two Safeway stores, and two CVS' stores.

Retail theft has greatly impacted these stores, along with other establishments within the city. Since 2018, our police department has responded to 1,216 reported incidents of shoplifting. This does not include the many unreported incidents of shoplifting that occur each day. During the same time period, we have investigated 340 catalytic converter thefts and 1,216 vehicle thefts.

Many of the suspects in the aforementioned investigations flee prior to police arrival and in some cases, a license plate or name is obtained as a possible lead. Although our organization has access to several different databases to assist in our investigations, the lack of software that can efficiently consolidate all data sources and securely share data in a timely manner is needed. Having software that accomplishes these tasks will reduce the time needed to solve these types of cases and will allow us to access data that we may not have found during individual database searches. Also, consolidating data from multiple agencies into one database can lead to the closure of cases that span across multiple jurisdictions and help identify larger organized retail theft operations.

Redwood City Police Department has a great working relationship with law enforcement agencies in San Mateo County. However, it is very difficult to capture all of the information shareable between jurisdictions and any gaps within that process due to each agency operating independently. Subsequently, it is also difficult to identify and obtain measurements which are distinct and valid enough to share with all our communities,

even with favorable outcomes. What the agencies in this county currently lack and crave is an encompassing, intelligence-aggregating system that allows agencies to share and collaborate on crime issues in real time. With multiple major retail centers in and around this jurisdiction, the prevalence of stolen vehicles and catalytic converter thefts, and other organized retail theft activity that sees suspects engaging in a flurry of thefts across multiple jurisdictions in often the span of just minutes and hours, San Mateo County agencies would benefit massively from an information and intelligence sharing system that could be both contributed to, and accessed, by all its collaborating agencies at the same time, in real time.

The Redwood City Police Department is not debarred in participating in BSCC grants.

The Redwood City Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,

A handwritten signature in blue ink, appearing to read 'K Bell', is written over a faint, light blue rectangular background.

Chief Kristina Bell



CITY OF SOUTH SAN FRANCISCO POLICE DEPARTMENT

Scott Campbell – Chief of Police



To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 1, 2023

This letter is being submitted to document that the South San Francisco Police Department agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the South San Francisco Police Department agrees to heighten efforts to address retail and vehicle theft across San Mateo County, sharing data with all agencies participating in this grant, to better coordinate efforts.

The City of South San Francisco is located in northern San Mateo County. Its area spans approximately 30.17 square miles (9.20 square miles land, 20.97 square miles water). The current population is approximately 66,000 residents. The city consists of a mix of residential, retail, manufacturing, hotels, and biotech campuses. Our largest retail businesses include three Costco stores, two Safeway stores, and two Walgreen's stores.

Retail theft has greatly impacted these stores, along with other establishments within the city. Since 2018, our police department has responded to 1,163 reported incidents of shoplifting. This does not include the many unreported incidents of shoplifting that occur each day. During the same time period, we have investigated 840 catalytic converter thefts and 1,222 vehicle thefts.

Many of the suspects in the aforementioned investigations flee prior to police arrival and in some cases, a license plate or name is obtained as a possible lead. Although our organization has access to several different databases to assist in our investigations, the lack of software that can efficiently consolidate all data sources and securely share data in a timely manner is needed. Having software that accomplishes these tasks will reduce the time needed to solve these types of cases and will allow us to access data that we may not have found during individual database searches. Also, consolidating data from multiple agencies into one database can lead to the closure of cases that span across multiple jurisdictions and help identify larger organized retail theft operations.

The South San Francisco Police Department is not debarred in participating in BSCC grants.

The South San Francisco Police Department supports these efforts to reduce retail and vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,

Chief Scott Campbell



SHERIFF

CHRISTINA CORPUS

SAN MATEO COUNTY SHERIFF'S OFFICE

400 County Center, Redwood City, CA 94063

Telephone: (650) 363-4911

To: Board of State and Community Corrections
Re: The Organized Retail Theft Prevention Grant Program
Date: July 1, 2023

This letter is being submitted to document that the San Mateo County Vehicle Theft Task Force (VTTF) agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the San Mateo County Sheriff's Office. As a part of this grant, the VTTF agrees to heighten efforts to address motor vehicle theft across San Mateo County.

The San Mateo County Vehicle Theft Task Force (VTTF) was established in 1994 by the San Mateo County Board of Supervisors. Comprised of staff from the San Mateo County Sheriff's Office, California Highway Patrol, and local police departments in San Mateo County, the VTTF conducts investigations through a countywide coordinated effort to target specific vehicle theft crimes. It also conducts related business inspections; investigates organized auto theft activities; and provides specific training to local law enforcement agencies. Since 2008, the VTTF has received reports of over 11,075 stolen vehicles. From 2018 through 2022, we conducted 838 investigations, made 183 arrests and recovered 752 vehicles worth \$11,380,622. Statistics to date in 2023 continue to reflect consistent annual vehicle theft reports.

Staff assigned to the VTTF were part of the Sheriff's Office's early implementation of the C3.ai Law Enforcement solution in 2021. Previous data aggregation systems were not intuitive enough to be used safely and swiftly, especially in the field. Our staff provided valuable input on screen designs and the way data is displayed to aid us in our investigations from anywhere. C3.ai has proven they can consolidate ALPR data from different vendors and accurately align it with our records management systems. The platform has already helped us find important connections and investigative leads that would have been extremely time consuming to perform or limited in the siloed systems. Via this grant, expansion of the C3.ai Law Enforcement application to all county agencies and interested regional jurisdictions, coupled with the implementation of and integration with NCRIC's regional ALPR platform will truly expedite and enhance our ability to address and prevent vehicle theft crimes in our area.

The San Mateo County Vehicle Theft Task Force is not debarred in participating in BSCC grants.

The San Mateo County Vehicle Theft Task Force supports these efforts to reduce vehicle theft in the community, where rising rates continue to threaten the safety and wellbeing of residents.

Signed by,

A handwritten signature in blue ink, appearing to be "mfc".

Lieutenant / Commanding Officer

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to office members that affirms the San Mateo 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).

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 San Mateo 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.

401.3 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.

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.

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Bias-Based Policing

401.4 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.

401.4.1 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.

401.4.2 REPORTING OF STOPS

Unless an exception applies under 11 CCR 999.227, a deputy 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 deputies conduct a stop, the deputy 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 San Mateo County Sheriff's Office is the primary agency, the San Mateo County Sheriff's Office deputy 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 deputy's shift or as soon as practicable (11 CCR 999.227).

401.5 TRAINING

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

- (a) All sworn members of this 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)).

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Bias-Based Policing

401.6 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Professional Standards Bureau Lieutenant 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 or designee for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). (See the Records Bureau Policy.)

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

401.7 SUPERVISORY RESPONSIBILITIES

Supervisors are responsible for promoting fair and impartial policing. They will make every effort to identify biased based policing and will take corrective actions as appropriate to the situations. Supervisors shall ensure that all personnel in their command are familiar with the content of this policy and will be alert and respond to indications that biased policing is occurring.

401.8 REVISIONS

- Adopted January 13, 2017
- Revised October 21, 2019, January 28, 2019, January 1, 2020, July 16, 2020

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Automated License Plate Readers (ALPRs)

- (b) No civilian or sworn member shall use or authorize the use of any ALPR system or any ALPR database information for any reason other than official law enforcement purposes.
- (c) A positive Hit within the ALPR Program does not establish probable cause unless other significant factors for a detention exist. Absent exigent circumstances, or other information that helps to establish probable cause for a detention, the Hit information/data must be confirmed prior to taking any related law enforcement action.

420.4 ROLES AND RESPONSIBILITIES

- (a) General Use
 - 1. ALPR systems shall be deployed solely for official law enforcement purposes, including, but not limited to:
 - A. Locating stolen vehicles, carjacked vehicles, stolen license plates, wanted or missing persons, or vehicles on the Hotlist;
 - B. Canvassing areas surrounding recent crimes to capture license plates that may be connected to the crime event; and
- (b) ALPR Administrator
 - 1. The ALPR Administrator duties and Official Custodian duties are the responsibility of the Administrative Sergeant or designee for the applicable area.
 - 2. The ALPR Administrator shall ensure all ALPR system equipment is inspected, at a minimum, on a quarterly basis.
 - 3. The ALPR Administrator shall coordinate all training for use of the ALPR systems and related technologies.
 - A. No member of the Office shall operate ALPR equipment or access ALPR data without first completing department-approved training.
 - B. The following classifications are authorized to be trained in the use of the ALPR system:
 - i. Duly sworn peace officers.
 - ii. Professional staff whose duties require or call for the use of the system or data, for example, Community Service Officers assigned to investigative positions or Crime Analysts.
 - C. Training in the use of the system shall consist of:
 - i. Privacy and civil liberties protections.
 - ii. Legal authorities, developments and issues involving the use of ALPR data and technology.
 - iii. Current Office policy regarding appropriate use of ALPR systems.
 - iv. Technical, physical, administrative and procedural measures to protect the security of ALPR data against unauthorized access or use; and

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Automated License Plate Readers (ALPRs)

- v. Practical exercises in the use of the ALPR system.
 4. The ALPR Administrator shall submit an ALPR quarterly report to the Area Commander of any deployment of ALPR technology:
 - (a) The report will include at a minimum, total detections and hits generated from the ALPR equipment and a confirmation that there is no data in the system older than is permitted by this policy.
 5. The Sheriff's Office will give an annual report to the Governing Bodies on the number of license plates captured in any given time period, number of times the data was accessed by law enforcement, including but not limited to, a report from the law enforcement agency as to how many of the license plates included in the data accessed were Hits on an active wanted list, the number of inquiries made by law enforcement personnel by agency relative to the data, the justification(s) for those inquiries, and information on any data retained beyond retention periods (maximum of 12 months) and the reasons for such retention.
 6. The ALPR Administrator shall conduct periodic audits of user queries as well as update access to the database. This includes eliminating access to persons separated from the organization for any reason.
- (c) ALPR Operators
1. Shall ensure the ALPR cameras are properly affixed to the assigned Sheriff's patrol vehicle prior to starting their shift; inspecting units for damage or excessive wear.
 2. Upon discovery of any ALPR equipment that is inoperable or damaged in any way, the Operator shall:
 - (a) Immediately notify the ALPR Administrator in writing.
 - (b) Document the damage/issue on the County Vehicle Damage form.
 3. Shall start the ALPR system software to activate the system and receive the automatic updated Hotlist at the beginning of each shift.
 - A. ALPR units installed on marked Sheriff's patrol vehicles shall be activated and used at all times unless the operator of the vehicle has not been trained and certified to use the system.
 - B. Staff assigned unmarked Sheriff's vehicles equipped with an ALPR system may use their discretion on removing the external ALPR cameras based on mission needs.
 4. Shall ensure that the ALPR system software, hardware, and GPS are fully operational.
 5. Shall not attempt to repair defective or inoperable ALPR equipment.
- (d) ALPR Hits
1. When an alarm is received alerting operators of a positive Hit from the Hotlist database, a digital image of the license plate will be displayed on the mobile data computer screen.

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Automated License Plate Readers (ALPRs)

2. Absent exigent circumstances, or other information to establish probable cause for a detention, ALPR operators shall compare the digital image of the license plate to the Hotlist information to verify the Hit for both the state in which the license plate was issued and characters on the plate. ALPR systems will alert based on the alpha numeric characters displayed for license plates issued and false positives are possible based on license plates with the same numbers from other states. ALPR systems may also misread letters and numbers of similar shapes. This is the primary reason that, absent exigent circumstances, all positive Hits must be confirmed prior to taking law enforcement action.
3. Absent exigent circumstances, or other information to establish probable cause for a detention, ALPR operators shall confirm the ALPR information by radio or mobile data computer to immediately confirm the Hit prior to taking enforcement or any other type of action.

420.5 ALPR DATA

(a) Internal Data

1. All ALPR data downloaded to the server will be stored for one year or the length of time approved by the jurisdiction in which it is deployed. After that time has elapsed, the data will be purged. If the applicable data has become, or it is reasonable to believe will become, evidence in a criminal or civil action, or is subject to a lawful action to produce records, it should be downloaded from the server onto portable media and booked into evidence.

(b) Sharing Data

1. Detection data generated from SMCSO ALPR systems will be shared with requesting law enforcement agencies only after it is determined that the request is for official and legitimate law enforcement purposes.

(c) Hotlists

1. State and/or national standing Hotlists will be automatically downloaded into the ALPR database a minimum of once a day with the most current data overwriting the old data.
 - A. The Hits from these data sources should be viewed as informational; created solely to bring to law enforcement's attention the specific license plates that have been, or may have been, associated with criminal activity.

(d) Plates of Interest

1. License plate data added to the database will have an expiration date of no longer than 30 days.
2. Plates entered into the ALPR database will contain the following information as a minimum:
 - A. Entering Deputy's name and contact information.
 - B. Corresponding SMCSO event number.