

Title	Anaheim Police Department	07/07/2023
	by Kathy Harrell in Organized Retail Theft Prevention Grant Program	id. 41334112
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Original Submission 07/07/2023

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

SECTION I - BACKGROUND INFORMATION **This section requests information about the applicant's name, location, mailing address, and tax identification number.**

Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department) **Anaheim Police Department**

Multi-Agency Partnerships Information (if applicable) **Applicants may apply for funding as part of a multi-agency partnership (two [2] or more agencies). The agencies and jurisdictions comprising the collaborative application are not required to be contiguous. One (1) Lead Public Agency must be identified on behalf of the partnership.**

Multi-Agency Partnerships **No: This is not a Multi-Agency Partnership Application**

Lead Public Agency Information **All applicants are required to designate a Lead Public Agency (LPA) to serve as the coordinator for all grant activities. The LPA is a governmental agency with local authority within the applicant's city or county. The applicant may choose to fill the role of LPA itself or it may designate a department, agency, or office under its jurisdiction to serve as the LPA. The role of the LPA is to coordinate with other local government agency partners and non-governmental organizations to ensure successful implementation of the grant program. The LPA is responsible for data collection and management, invoices, meeting coordination (virtual and/or in-person), and will serve as the primary point of contact with the BSCC.**

Lead Public Agency **Anaheim Police Department**

Applicant's Physical Address **425 S. Harbor Blvd.
Anaheim
CA
92805-3704
US**

Applicant's Mailing Address (if different than the physical address) **425 S. Harbor Blvd.
Anaheim
CA
92805-3704
US**

Mailing Address for Payment **200 S. Anaheim Blvd.
Anaheim
CA
92805-3704
US**

Tax Identification Number **956000666**

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	Ryan Tisdale
Project Director's Title with Agency/Department/Organization	Burglary and Auto Theft Sergeant, Crime Suppression Section of Investigations, Anaheim Police Department
Project Director's Physical Address	425 S. Harbor Blvd. Anaheim CA 92805-3704 US
Project Director's Email Address	rtisdale@anaheim.net
Project Director's Phone Number	+17144975239
Financial Officer	Katherine Harrell
Financial Officer's Title with Agency/Department/Organization	Staff Analyst, Budget & Finance, Anaheim Police Department
Financial Officer's Physical Address	425 S. Harbor Blvd. Anaheim CA 92805-3704 US
Financial Officer's Email Address	kharrell@anaheim.net
Financial Officer's Phone Number	+17147651586
Day-To-Day Program Contact	Ryan Tisdale
Day-To-Day Program Contact's Title	Burglary and Auto Theft Sergeant, Crime Suppression Section of Investigations, Anaheim Police Department
Day-To-Day Program Contact's Physical Address	425 S. Harbor Blvd. Anaheim CA 92805-3704 US
Day-To-Day Program Contact's Email Address	rtisdale@anaheim.net
Day-To-Day Program Contact's Phone Number	+17144975239
Day-To-Day Fiscal Contact	Katherine Harrell
Day-To-Day Fiscal Contact's Title	Staff Analyst, Budget & Finance, Anaheim Police Department
Day-To-Day Fiscal Contact's Physical Address	425 S. Harbor Blvd. Anaheim CA 92805-3704 US
Day-To-Day Fiscal Contact's Email Address	kharrell@anaheim.net
Day-To-Day Fiscal Contact's Phone Number	+17147651586
Name of Authorized Officer	Jason Vanderpool
Authorized Officer's Title	City Manager, City of Anaheim

Authorized Officer's Physical Address	200 S. Anaheim Blvd, Ste. 733 Anaheim CA 92805-3820 US
Authorized Officer's Email Address	CityManager@anaheim.net
Authorized Officer's Phone Number	+17147655162
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	Anaheim Organized Retail Theft (ORT) High Intensity Investigation Project
Proposal Summary	The Anaheim Organized Retail Theft (ORT) High Intensity Investigation Project will create a new dedicated ORT Task Force in response to the drastic 47% spike in ORT crimes occurring in Anaheim over the last 18 months. The Task Force will increase the number and intensity of ORT investigations by 500% (from one dedicated staff to six), conduct a formal retailer outreach initiative to strengthen communications between the police department and retailers, improve public awareness that Anaheim has a new, intense focus on fighting ORT, and coordinate with other local law enforcement to support ORT investigations and prosecutions.
PROGRAM PURPOSE AREAS	Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.
Program Purpose Areas (PPAs):	PPA 1: Organized Retail Theft
Funding Category Information	Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to \$6,125,000 in the Medium Scope category OR up to \$15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to \$24,500,000 or \$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 or \$15,650,000 (Large Scope Max x 2 (# of Agencies) = \$31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.
Funding Category	Medium Scope (Up to \$6,125,000)
SECTION IV - PROPOSAL NARRATIVE AND BUDGET	This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.

The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not 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 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 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 exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).

Project Need

The City of Anaheim (population 346,824) requests \$6,104,863 to hire, train, and deploy a dedicated Organized Retail Theft (ORT) Task Force to dramatically increase the number and intensity of ORT investigations. The Task Force's activities will be accompanied by a public awareness campaign to alert the public that a new ORT Task Force is in action.

1. NEEDS TO BE ADDRESSED

-Spike in ORT Crime in Anaheim:

According to the National Retail Federation, the Los Angeles-Long Beach-Anaheim Urbanized Area is a national ORT hotspot, ranking first in the top 10 areas in the nation most affected by ORT crime (National Retail Federation, 2022). Over the last 18 months, the Anaheim Police Department (PD) recorded an alarming 47% spike in ORT incidents (Versaterm, 2023). Popular chain stores are primary ORT targets in Anaheim and are suffering massive losses.

Anaheim PD interviewed loss prevention staff from major Anaheim retailers in June 2023. During these interviews, a small sample of six ORT-impacted retailers reported that in 2022 their total losses due to ORT were \$10 million, including:

- \$2.8 million - Home Depot #6647,
- \$2.31 million - Walmart #2242,
- \$2 million - Target #2421,
- \$1.17 million - Target #0677,
- \$765,162 - Target #3274, and
- \$98,147 - Ulta #1987.

This problem is drastically trending upwards in 2023. Walmart #2242 has already suffered \$2.3 million in losses in the first six months of 2023, equivalent to its total 2022 losses. Ulta #1987's General Manager (GM) reported similar loss trends (\$69,630) and noted less people (70 people, 11 repeats) were committing more offenses (53) this year when compared to 2022, (150 people, 10 repeats, committed 120 offenses). The Ulta GM also reported that over the prior 18 months, only one person has been apprehended for their crimes indicating a serious need for greater response.

The Anaheim PD does not currently have a precise number of ORT incidents in the City due to massive underreporting discrepancies (admitted by retailers to Anaheim PD) combined with glitches in the online reporting portal, which does not accurately separate ORT from other property crimes.

Three examples are:

- Ulta #1987 reported only 20% of their 53 incidents in the first half of 2023 and in 2022, a mere 8% of their 120 incidents.
- Two Home Depot stores (#6643 and #6647) reported 402 and 604 incidents, respectively, in 2022, more than was reported for the entire City in 2022.

Although the Anaheim PD's data is a small percentage of ORT in Anaheim, it still shows a 47% surge in incidents when compared over an 18-month period (January 2022 – June 2023) (Versaterm, 2023).

-Public Perception is that ORT is NOT Being Addressed

Frustration is growing among Anaheim retailers according to Sgt. Ryan Tisdale, who conducted retailer interviews in June 2023, and stated, "Anaheim retailers feel alone in their fight against ORT – they need a lot more support, which the Anaheim PD cannot do with current resources." A public awareness campaign is a proposed project component. The Anaheim PD wants to change the perception among criminals that ORT is a "low-risk" crime in the City of Anaheim. It will also alert the public of the new Task Force, and that if arrested for ORT crimes, suspects will be prosecuted following Orange County District Attorney Office's successful vertical prosecution process.

-Risks to Residents & Employees

Vulnerable populations (seniors, women, youth, and low-income individuals) frequently work as key frontline retail employees, leaving them most at-risk for injury during frequently violent ORT encounters where greeters and cashiers are assaulted as suspects quickly grab items and exit

stores. Surveillance from an Anaheim Walmart shows a recent incident in which the suspect assaulted a senior citizen employee. ORT threatens the safety of working and shopping environments.

2. PROCESS FOR IDENTIFYING NEED

-Data, Surveillance, & Investigation:

Currently, only one Anaheim PD detective works exclusively on ORT investigations. Within only three months of his assignment, which began January 2023, this detective developed multiple informants and confirmed intelligence for two specific ORT operations in Anaheim: one dealing with over-the-counter medications, and the other targeting Home Depots for high-end power tools and vacuums. Through one single detective's efforts over only six months, it has become clear that there is a more complex ORT network operating within Anaheim, and their criminal activities reach beyond the boundaries of one city or county. On June 9, 2023, the Anaheim PD, in partnership with the Placentia Police Department, arrested 10 suspects responsible for a multi-city ORT series spanning six months where 13 robberies occurred across seven cities, including Anaheim. The investigation revealed nine of the ten suspects resided in Anaheim and were members of a criminal street gang (Anaheim PD News, 2023).

3. CONDITIONS CONTRIBUTING TO NEED

-Lack of PD Resources Dedicated to ORT:

Retailers are calling on the Anaheim PD to do more, but the PD only has one detective assigned to ORT cases because it does not have the additional needed resources, staffing, or equipment to focus entirely on ORT. The ORT detective is in Anaheim PD's Investigation Division's Burglary and Auto Theft Detail. Comprised of six staff working over 5,000 cases per year, this Detail lacks the resources to focus on ORT, which are complex, by definition.

-Organized Crime:

On June 15, 2023, Congressional Representatives Young Kim, Lou Correa, and Mike Levin sent a letter to President Biden expressing their serious concerns over ORT, specifically naming organized criminal groups in Anaheim and Orange County as the primary perpetrators behind elaborate ORT schemes where stolen goods are sold online, and profits laundered through other crime syndicates posing a direct threat to our national security (Representative Kim, 2023).

-Impact on Anaheim's Economy:

Tourism is a major economic driver for Anaheim. It represents 60% of the City's General Fund Revenue and accounts for a significant number of jobs. Home to world-class destinations, including Disneyland Park, Anaheim Convention Center (largest convention center in the western United States), and much more, Anaheim welcomes 25 million visitors annually (Anaheim Chamber of Commerce, 2023). Anaheim's residents depend on a healthy tourism sector making it imperative that the City remains a safe place for people to work and visit.

Project Description

The Anaheim ORT High Intensity Investigation Project proposes to combat ORT in Anaheim through a city-wide approach, including 1) develop a new high-intensity six-person dedicated ORT Task Force; 2) conduct a wide-spread public awareness campaign; and 3) closely monitor and evaluate the proposed project throughout the grant period.

1. PROPOSED PROJECT

-Proposed Activities (Delivery, Length, & Duration):

1. Develop New Six-Person ORT Dedicated Task Force

The new Task Force will include 1 Sergeant (Project Manager, existing staff newly dedicated to the Task Force and time already covered by the PD), 3 new Detectives (3 FTE), 1 Crime Analyst (1 FTE, existing staff, newly dedicated to the Task Force), and the existing single Detective who is currently working ORT in Anaheim (time already covered by the PD). The Project Manager will be Anaheim PD's Investigation Division's Burglary and Auto Theft Detail Sergeant, Ryan Tisdale. The ORT Task Force will be supported by approximately 2,500 annual hours of overtime from Task Force members and other sworn officers. This project will significantly increase the focus on ORT in Anaheim from 1 FTE to 5.25 FTEs of dedicated staff. The proposed project schedule for the Task Force is:

a. Planning Phase Activities (Months 1-6):

i. Hire 3 new detectives who will each complete 260 hours of targeted training,

ii. Procure:

1. Task Force Equipment/Supplies: tactical gear, computers, police radios, cell phones, and vehicles, and

2. Surveillance Equipment/Supplies: vehicle trackers, cell phone and Google analytic software, pole-mounted cameras and Automated License Plate Readers, DLSR cameras with zoom lens, drones, personal audio/video recording devices and associated "hides" (e.g., sports cap, key fob, shirt button), and a drop vehicle with installed CCTV.

iii. Develop Task Force Action Plan to guide the Task Force's procedures and investigative plans for the three-year project.

b. Implementation Phase Activities (Years 1-3):

i. Conduct high intensity ORT investigations including surveillance, undercover operations, and financial analyses,

ii. Conduct formal retailer outreach initiative including monthly meetings with retailers, training to retailer staff and loss prevention officers, and

iii. Hold monthly coordination meetings with other local agencies, including Orange County District Attorney's (OCDA) Office who will prosecute cases brought by the ORT Task Force, and others that may coordinate on cases including California Highway Patrol, Orange County Probation Department, and the Division of Adult Parole Operations' Southern Region.

2. Conduct Public Awareness Campaign

All Task Force members will develop content for at least four monthly postings to include:

a. Activities (Years 1-3):

- i. Public outreach via Anaheim PD and City of Anaheim's social media channels and websites,
- ii. Paid advertisements in local and regional print and online media, and
- iii. Regular press releases to mark Task Force progress and successes.

3. Monitor and Evaluate the Project

The Anaheim PD is prepared to kick-off this project on October 1, 2023, with a six-month Planning Phase in order to procure and select to hire an evaluator by Month 4 who will generate the data collection tools and databases, as well as the required evaluation plan to be submitted to the BSCC by Month 6. The performance monitoring meetings will begin during the Planning Phase and will be held bimonthly. The Evaluator will collect pre-surveys from retailers at this time.

During the Implementation Phase, Years 1-3, the performance monitoring meetings will continue on a monthly basis during which time the Evaluator and Crime Analyst will collect project data for quarterly interim progress and financial reports to the BSCC.

The project's Closeout Phase will be January 1, 2027 – June 1, 2027, and during this period, the Evaluator will conduct structured post project interviews with Task Force members, issue final retailer surveys, and develop the final evaluation report to submit to BSCC.

-Target Area (Population, How & Why They Were Selected):

1. Population: The new Task Force's target area is the City of Anaheim, CA (population 346,824) where it will work specifically with large retailers city-wide (e.g., Home Depot, CVS, Walmart, Target, Ulta, and others that may be identified during the project period).

2. Selection Process: Large retailers are the new Task Force's focus because they are currently most affected by the severe uptick in ORT crime having reported the highest number of incidents and the largest losses over the last 18 months.

-Project Need Alignment & Grant Intent:

The objectives of the Anaheim ORT High Intensity Investigation Project are aligned with the grant purpose to support local law enforcement agencies (i.e., the Anaheim PD) in preventing and responding to ORT. All costs included in the grant budget are permissible and related to the work of the new Task Force. This project will do the following:

1. The new Task Force will address the spike in ORT and associated risk to residents by conducting high intensity investigations, formal retailer outreach initiative, and monthly coordination meetings with other local law enforcement agencies with the goal of increasing arrests and prosecution of ORT crimes committed in Anaheim.

2. The public awareness campaign will address the public perception that ORT is not being addressed by conducting public outreach via Anaheim PD and the City's social media channels, placing paid advertisements in local and regional print and online media, and issuing press releases to mark the Task Force's progresses and successes, thereby increasing awareness that Anaheim has a new and intense focus on fighting ORT.

-Coordination with Other Agencies:

The Anaheim PD plans to coordinate and closely collaborate with multiple agencies to improve the success of the Task Force's investigation. Collaboration will include regularly-scheduled monthly coordination meetings with the retailer's loss prevention staff and other local law enforcement agencies including:

1. OCDA Office's Vertical Prosecution Unit,
2. Orange County Probation Department,
3. Division of Adult Parole Operations' Southern Region,
4. California Highway Patrol, and
5. Any others that may be identified during the project.

2. PROJECT GOALS, OBJECTIVES, & IMPACT

The attached Work Plan provides all details for the project's three objectives: 1) Develop a new six-person dedicated ORT Task Force that will conduct high intensity investigations in Anaheim during 2025-2027; 2) conduct a formal retailer outreach initiative that includes monthly contact with 5-6 retailers during 2025-2027 to coordinate investigations, gather data, uncover patterns, and identify suspects; and 3) conduct monthly coordination meetings with retailers, and other local law enforcement to support investigations and prosecutions of ORT. The project seeks to increase ORT

arrests and prosecutions, as well as increase awareness of the PD's new and intense focus on ORT.

3. RESEARCH & EVIDENCE FOR PROPOSED INTERVENTION

The Anaheim PD designed the proposed project based on internal discussions held within the department on best methods to combat ORT in Anaheim. The Anaheim PD also informed their project design by interviewing multiple retailers in the City to understand the problems they are encountering and reviewed police departments in other ORT hotspots (New York City and Chicago) to assess their approaches and strategies for dealing with ORT. In both cases, an ORT task force, public awareness campaign, and coordination meetings have been instrumental in conducting ORT investigations, making arrests, and presenting solid cases for prosecution.

In March, New York City issued and promoted a public report entitled, "Combating ORT in New York City," and identified a new Task Force as a focused solution for battling ORT. In Chicago, a citywide, police-led ORT Task Force resulted in the conclusion of a 13-month investigation focused on the illegal fencing of stolen pharmaceuticals and over-the-counter medication where four offenders were charged in April and more than \$1.3 million worth of products recovered. They publicized their success story on social media to increase public awareness of their efforts. The Anaheim PD aims to replicate similar effective interventions in Anaheim.

4. POLICIES

-Surveillance Technology:

The Anaheim PD maintains two specific policies related to surveillance, which comply with applicable privacy laws/regulations and are also attached to this application. They are:

1) Policy #611, Vice Narcotics, Organized Crime, and Covert Operations –Section 611.3, "Record Keeping" describes the appropriate access for sensitive case files relating to active vice, drug, and organized crime investigations. Section 611.4, Surveillance and Undercover Equipment, explains allowable surveillance equipment and the process for usage.

2) Policy #341, Overt Camera System – Section 341.5, "Storage and Retention of Media", which requires that all media be stored in a secure area with access restricted to authorized persons and retained as specified in the City of Anaheim Record Retention Schedule. According to the policy, surveillance (including audio and video) will be stored for up to 30 plus one days, unless otherwise noted such as for evidence purposes, and in which case, any recordings needed as evidence will be copied to a suitable medium and booked into evidence for prosecutions. All actions taken with respect to retention of media will be appropriately documented. Requests for recorded images from other law enforcement agencies will be referred to the Anaheim PD for release in accordance with a specific and legitimate law enforcement purpose.

- Limiting Racial Bias:

The Anaheim PD strictly prohibits bias-based policing. Effective January 2021, the Anaheim PD's eight-part Bias-Based Policing Policy (#401) guides department members in providing equal, fair, objective, and non-discriminatory law enforcement services to the community with due regard for the racial, cultural, or other differences of those served. This Policy clearly explains department members' and supervisors' responsibilities in situations involving persons with protected characteristics such as making contact with an individual, supervisor monitoring, training, and reporting of stops.

All sworn members of the Anaheim PD, including those hired through this grant, will be required to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.

Through the Bias-Based Policing Policy, the Professional Standards Lieutenant will review the annual efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police. The ORT Task Force will also be considered as part of this review.

In compliance with the California Department of Justice's (CA DOJ) Records Bureau Policy, the Anaheim PD will ensure all data required by the CA DOJ regarding complaints of racial bias against officers is collected and provided to the CA DOJ in a timely and transparent manner.

1. ABILITY TO ADMINISTER THE PROJECT

-Required Staffing:

A total of 5.25 FTEs will be devoted to ORT in the project's Implementation Phase (Years 1-3), representing a 500% increase in focus on ORT in Anaheim - from one detective to a six-person Task Force comprised of:

- Project Manager, Sgt. Ryan Tisdale, will ensure compliance with BSCC requirements, supervises the Task Force, and assists with operations,
- Three new detectives (3 FTE/year), to be hired, will have significant experience to conduct successful investigations of similar size and scope and will complete 260 hours of targeted training.
- One new Crime Analyst (1 FTE/year), to be assigned from the Department, will have prior experience researching, analyzing, and reporting on crime statistics, knowledge of necessary technology, and good communication skills.
- An additional pool of overtime hours (1,040 hours/year) for the Task Force and (1,560 hours/year) additional sworn in officers aiding the Task Force.

2. PROJECT MANAGEMENT & OVERSIGHT

The project manager will be Sgt. Ryan Tisdale, Burglary and Auto Theft Sergeant within the Crime Suppression Section of Investigations. Sgt. Tisdale's career with the Anaheim PD spans 18 years during which he has served on a Problem-Oriented Police team, supervised a Major Crime Operational Task Force specializing in undercover operations, and led several multi-million-dollar Homeland Security, Urban Area Security Initiative Grants. He is the current project manager for the Orange County Automated License Plate Recognition Program. For this project, he will orient and onboard new Task Force members, as well as facilitate the coordination meetings.

3. COORDINATION WITH OTHER AGENCIES

To ensure the project stays on schedule, within budget, and is meeting its intended objectives, the Project Manager will organize bimonthly monitoring meetings during the Planning Phase, followed by monthly monitoring meetings during the three-year Implementation Phase, with Task Force members, the Evaluator, Retailers' Loss Prevention Staff, and Local Law Enforcement, including:

- a. Orange County District Attorney's (OCDA) Office's vertical prosecution unit. Anaheim PD is expecting an increase in arrests and prosecutions and is involving the OCDA's Office early in the project to ensure its success (Local Impact Letter attached), and
- b. Other Law Enforcement working on ORT investigations, including
 - i. Orange County Probation Department,
 - ii. CA Division of Adult Parole Operations' Southern Region,
 - iii. California Highway Patrol, and
 - iv. Others (to be determined).

MOUs or contracts are not required at this time since coordination will only need to happen ad hoc.

4. READINESS TO PROCEED

The Anaheim PD is positioned to start the project immediately with implementation effective by the end of the six-month Planning Phase. The project will build on the success of the single detective who has been working on ORT for the last six months. That detective will assist with onboarding and training the new detectives. The project also has an experienced Project Manager and an existing Crime Analyst who understands the Department's Versaterm records management system. The three new detectives and Evaluator will be hired and/or on-board by Month 4 of the Planning Phase. Equipment and supplies will be procured by Month 6.

5. MANAGEMENT STRUCTURE & DECISION-MAKING PROCESS

The Anaheim PD is the Task Force's decision-making entity with Sgt. Ryan Tisdale as the project manager, overseeing the hiring and procurement processes, as well as making all implementation decisions, which will be discussed during regularly scheduled performance monitoring meetings. The project manager will confer regularly with his supervisors, Lieutenant Willie Triplett and Captain Chris Masilon, as well as the Police Chief, Jorge Cisneros, to keep them apprised of project progress.

6. PROJECT SUSTAINABILITY

The Anaheim PD is committed to sustaining the Task Force at the conclusion of the grant period. All new hires will continue working on ORT. As noted above, the project manager will meet regularly with his supervisors and the Chief of Police for regular updates and to lay the groundwork to institutionalize the Task Force in future Departmental budgets. The Chief has been informed of the sustainability requirement. All equipment and technology obtained and utilized during the grant period will continue to be dedicated to ORT investigations.

1. EXTERNAL EVALUATION

The Anaheim PD will use the City's standard procurement procedures to select and hire an external Evaluator, targeting local colleges and universities, to begin by Month 4 of the Planning Phase. The Evaluator will work closely with the Crime Analyst to conduct an independent process and outcomes evaluation and must have prior and proven experience conducting a similar evaluation.

2. PRELIMINARY EVALUATION PLAN PHASES

-Planning (Months 1-6)

1. Conduct evaluation-specific kick-off meeting with Task Force (Evaluator)
2. Develop data collection tools and project database (Evaluator/Crime Analyst)
3. Train Task Force members on data collection procedures (Evaluator)
4. Develop and submit required Evaluation Plan to BSCC (Evaluator/Crime Analyst)

5. Attend project's bimonthly project performance monitoring meetings (Evaluator/Crime Analyst)

-Implementation (Years 1-3)

1. Attend project's monthly project performance monitoring meetings (Evaluator/Crime Analyst)
2. Administer pre-project retailer surveys to 6-8 retailers (Crime Analyst)
3. Ongoing compilation of retailer data and process data resulting from Task Force operations (Crime Analyst)
4. Compile and submit monthly data to Evaluator (Crime Analyst)
5. Ongoing review and analysis of process and outcome data (Evaluator)
6. Submit quarterly interim project data to Project Manager for inclusion in BSCC reports (Evaluator)

-Closeout (Months 1-6)

1. Administer post project retailer survey (Crime Analyst)
2. Conduct one-on-one structured interviews with Task Force members (Evaluator)
3. Develop and submit Final Evaluation Report (Evaluator)

4. QUANTIFIABLE PROJECT PROCESS & OUTCOME MEASURES

Numerous process and outcome measures are outlined in the attached Work Plan. Examples include:

1. Develop a new six-person dedicated ORT Task Force to conduct high intensity investigations in Anaheim
 - a. Process: Number of hours dedicated to ORT
 - b. Outcomes: Increased number and intensity of ORT investigations
2. Conduct a formal outreach initiative to coordinate investigations, gather data, uncover patterns, and identify subjects
 - a. Process: Quantitative and qualitative data shared by retailers
 - b. Outcomes: Improved timeliness of information sharing by retailers

3. MONITORING PLAN

Performance monitoring meetings will be critical to each project phase and will be conducted bimonthly during the six-month planning phase, and monthly thereafter. Interim project data provided by the Evaluator will inform these meetings providing an opportunity to discuss challenges and identify real-time solutions.

4. DATA COLLECTION & ANALYSIS PLAN

WHO?

- The Evaluator aided by the Crime Analyst.

WHEN?

- By Month 6 of Planning Phase - Collect retailer and Anaheim PD's baseline loss and crime data and administer pre-project retailer survey
- Monthly during Implementation Phase – Collect interim data, including crime data and project process data
- End of Years 1 and 2 – Administer retailer surveys
- Year 3, Months 9-12: Collect post project data, including crime data, project process data, and structured interviews with the Task Force, will be collected in Year 3, Months 9-10

HOW?

- Versaterm Data (Anaheim PD's crime reporting system) - The Crime Analyst has access to Versaterm and will compile data per the schedule noted above.
- Project Process Data – The Crime Analyst will collect, compile, and enter baseline, interim, and post project data into a spreadsheet on a monthly basis and will be analyzed by the Evaluator.
- Retailer Surveys – The Crime Analyst and Evaluator will administer the survey using SurveyMonkey, which will allow the retailers to conveniently complete the survey. Data will be stored and accessible for analysis.
- 4. Post-Project Structured Interviews: The Evaluator will develop qualitative questions for a structured interview to be administered to all Task Force members at the project's conclusion. It will inform future Anaheim PD efforts to combat ORT.

5. RESEARCH DESIGN

The Anaheim PD intends to model its evaluation after the National Retail Federation's 2022 Retail Security Survey, which used a quantitative and qualitative approach to analyze ORT's national impact. A simple pre-post analysis will evaluate quantitative statistics from years 2024 – 2027, including number of incidents, arrests, and prosecutions, to name a few. Qualitative data will help to determine the Task Force's intensity and changes in retailers' perception of Anaheim PD's response to ORT.

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)

[3_100Per_Project-Work-Plan-ORT_DP.pdf](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[4_SIGNED_Grantee-Assurance-for-Non-Governmental-Organizations-ORT.pdf](#)

Local Impact Letter(s) (Appendix E)

[5_Impact_letter_-_APD_Letterhead_-_Signed.pdf](#)

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

Policies Limiting Racial Bias

[6_100Per_PolicyLimitingRacialBias.pdf](#)

Policies on Surveillance Technology

[7_100Per_PoliciesOnSurveillanceTechnology.pdf](#)

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

[8_100Per_SIGNED_Certification-of-Compliance-with-BSCC-Policies-on-Debarment_-Fraud_-Theft_-and-Embezzlement-ORT.pdf](#)

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

OPTIONAL: Bibliography

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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.)

Anaheim ORT High Intensity Investigation Project

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:	1. Increased Arrests and Prosecutions of ORT Committed in Anaheim
Objectives (A., B., etc.)	<p>A. Develop a new <u>6-Person Dedicated ORT Task Force</u> that will conduct high intensity investigations in Anaheim during 2025-2027 (Years 1-3); Task Force will include a Sergeant (Project Manager, existing staff newly dedicated to the Task Force), 3 new Detectives, a Crime Analyst (existing staff, newly dedicated to the Task Force), and the existing single Detective who is currently working ORT in Anaheim</p> <p>B. Conduct a <u>Formal Retailer Outreach Initiative</u> that Includes monthly contact with 6-8 retailers during 2025-2027 (Years 1-3) to coordinate investigations, gather data, uncover patterns, and identify suspects</p> <p>C. Conduct <u>Monthly Coordination Meetings with Other Local Law Enforcement</u> including the Orange County District Attorney’s Office’s Vertical Prosecution Unit, Orange County Probation Department, and Division of Adult Parole Operations’ Southern Region during 2025-2027 (Years 1-3) to support investigations and prosecutions of ORT</p>
Process Measures and Outcome Measures:	<p>A. 6-Person Dedicated ORT Task Force</p> <p><u>Process:</u></p> <p>--Anaheim ORT Task Force roster (names and qualifications)</p> <p>--Anaheim ORT Task Force Action Plan</p>

Anaheim ORT High Intensity Investigation Project

	<ul style="list-style-type: none">--Total number of all hours dedicated to ORT investigations, annual and total<ul style="list-style-type: none"># of dedicated Task Force hours annual and total# of supporting sworn officer hours annual and total# of overtime hours annual and total--# of ORT cases worked by the Task Force--Details of ORT cases worked by the Task Force--# of Task Force performance monitoring meetings, annual and total<u>Outcomes:</u><ul style="list-style-type: none">--Increased number of ORT investigations in Anaheim--Increased intensity of ORT investigations in AnaheimB. Formal Retailer Outreach Initiative<ul style="list-style-type: none"><u>Process:</u><ul style="list-style-type: none">--Contact information for participating retailers and their loss prevention officers--# of monthly, annual, and total retailer contacts, overall and by retailer--Meeting notes and participant lists--Quantitative and qualitative data shared by retailers<u>Outcomes:</u><ul style="list-style-type: none">--Strengthened police and retailer coordination--Improved quality and timeliness of information sharing between police and retailersC. Monthly Coordination Meetings with other Local LE<ul style="list-style-type: none"><u>Process:</u><ul style="list-style-type: none">--Roster of LE agency contacts (name, title, contact information)--# of coordination meetings, annual and total--Meeting notes and participant lists<u>Outcomes:</u><ul style="list-style-type: none">--Enhanced coordination to support successful prosecution of ORT cases--Enhanced coordination to support gathering evidence and identifying suspects
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Anaheim ORT High Intensity Investigation Project

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<p>A. 6-Person Dedicated ORT Task Force</p> <ol style="list-style-type: none"> 1. Hire 3 new Detectives for the Task Force 2. Procure supplies and equipment 3. Develop Task Force Action Plan 4. Training <ol style="list-style-type: none"> a. 11 training courses (260 hours total) b. Peace Officer Standards and Training-approved training on the subject of bias-based policing 5. Conduct high intensity ORT investigations including; <ol style="list-style-type: none"> a. Develop informant relationships b. Secure and execute warrants c. Conduct parole and probation searches d. Conduct surveillance (physical, electronic, computer, financial, and biometric) e. Conduct undercover operations f. Conduct in-depth financial and other analysis <p>B. Formal Retailer Outreach Initiative</p> <ol style="list-style-type: none"> 1. Conduct initial Task Force meetings with 6-8 retailers to discuss Action Plan including ongoing data collection 2. Schedule and conduct Task Force monthly meetings with retailers to discuss planned operations (including surveillance), patterns, suspects, and to gather data 3. Provide training to retailer staff and loss prevention officers 4. Respond to ad hoc retailer requests for assistance and guidance <p>C. Monthly Coordination Meetings with other Local LE</p>	<p>--Task Force (Sergeant, 3 new detectives, and 1 existing detective) --Crime Analyst --Retailers --Local LE (District Attorney's Office, Probation, Parole)</p>	<ol style="list-style-type: none"> 1. Planning (Mo 1) 2. Planning (Mo 1) 3. Planning (Mo 4) 4. Planning (Mo 4) 5. Yr 1 (Mo 1) <ol style="list-style-type: none"> 1. Yr 1 (Mo 1) 2. Yr 1 (Mo 4) 3. Yr 1 (Mo 4) 4. Yr 1 (Mo 4) 1. Yr 1 (Mo 1) 2. Yr 1 (Mo 1) 	<ol style="list-style-type: none"> 1. Planning (Mo 3) 2. Planning (Mo 6) 3. Planning (Mo 6) 4. Yr 1 (Mo 6) 5. Yr 3 (Mo 36) <ol style="list-style-type: none"> 1. Yr 1 (Mo 3) 2. Yr 3 (Mo 36) 3. Yr 3 (Mo 36) 4. Yr 3 (Mo 36) 1. Yr 3 (Mo 36) 2. Yr 3 (Mo 36)

Anaheim ORT High Intensity Investigation Project

<ol style="list-style-type: none"> 1. Send invite to local LE and conduct regularly-scheduled project monitoring meetings (discuss in Goal 3) 2. Conduct other ad hoc meetings, as required 			
<p>List data and sources to be used to measure outcomes:</p> <ol style="list-style-type: none"> 1. Anaheim PD's Versaterm records management system for quantitative and qualitative data related to ORT, e.g., arrests, case status, etc. 2. Online portal (ask PD what is this called?) and new ORT tipline 3. Project-specific Task Force operations data collected and managed by the project's Crime Analyst, e.g., Task force hours, # and type of surveillance operations, etc. 4. Retailers for details about patterns, suspects, incidents, and losses due to ORT 5. Retailer qualitative survey data (surveys conducted pre-project, at the end of Years 1 and 2, and post-project) 6. Local LE such as District Attorney's Office for case disposition/prosecution data; probation and parole for data on their clients who are suspected of ORT 			

Anaheim ORT High Intensity Investigation Project

(2) Goal:	2. Increased Awareness that Anaheim has a New and Intense Focus on Fighting ORT
Objectives (A., B., etc.)	<p>A. Conduct Public Outreach via Anaheim PD and City of Anaheim’s Social Media Channels to include at least 4 postings per month during 2025-2027 (Years 1-3)</p> <p>B. Place Paid Advertisements in Local and Regional Print and Online Media to include at least 4 ads per month during 2025-2027 (Years 1-3)</p> <p>C. Issue Press Releases to Mark Task Force Successes including significant arrests, case progress, etc., during 2025-2027 (Years 1-3)</p>
Process Measures and Outcome Measures:	<p>A. Public Outreach via Anaheim PD and City of Anaheim’s Social Media Channels</p> <p><u>Process:</u></p> <ul style="list-style-type: none"> --# of postings monthly, annual, and total --Names of targeted social media channels (e.g., Facebook) and names of the targeted accounts (e.g., City of Anaheim) --Copies of postings --# of views monthly, annual, and total <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> --Social media saturation about the ORT Task Force --Increased understanding among ORT criminals, retailers, and residents about Anaheim’s new focus and resources to address ORT --Enhanced perception of safety among residents --Enhanced perception among retailers that the City is fighting ORT ----Increased number of calls to the new ORT tipline over time <p>B. Paid Advertisements in Local and Regional Print and Online Media</p> <p><u>Process:</u></p> <ul style="list-style-type: none"> --# of paid ads monthly, annual, and total -Cost of paid ads monthly, annual, and total -Copies of ads -# of views (or audience size) monthly, annual, and total <p><u>Outcomes:</u></p>

Anaheim ORT High Intensity Investigation Project

	<ul style="list-style-type: none"> --Consistent and frequent media stories about the ORT Task Force --Increased understanding among ORT criminals, retailers, and residents about Anaheim's new focus and resources to address ORT --Enhanced perception of safety among residents --Enhanced perception among retailers that the City is fighting ORT <p>C. Issue Press Releases to Mark Task Force Successes</p> <p><u>Process:</u></p> <ul style="list-style-type: none"> --# and date of press releases --Copies of press releases <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> --Consistent and frequent coverage of ORT Task Force activities and successes --Increased understanding among ORT criminals, retailers, and residents about Anaheim's new focus and resources --Enhanced perception of safety among residents --Enhanced perception among retailers that the City is fighting ORT 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
<p>A. Public Outreach via Anaheim PD and City of Anaheim's Social Media Channels</p> <ol style="list-style-type: none"> 1. Conduct initial coordination meeting between Task Force and PD and City Public Information Officers (PIOs) to develop an outreach action plan 2. Task Force and PIOs develop and issue monthly postings 3. Conduct monthly follow-up meetings with the PIOs to coordinate and plan future postings. <p>B. Paid Advertisements in Local and Regional Print and Online Media</p>	<p>--Task Force</p> <p>--Anaheim PD and City Public Information Officers (PIOs)</p>	<p>1. Yr 1 (Mo 1)</p> <p>2. Yr 1 (Mo 3)</p> <p>3. Yr 1 (Mo 3)</p>	<p>1. Yr 1 (Mo 2)</p> <p>2. Yr 3 (Mo 36)</p> <p>3. Yr 3 (Mo 36)</p>

Anaheim ORT High Intensity Investigation Project

<ol style="list-style-type: none"> 1. Conduct initial coordination meeting between Task Force and PD and City PIOs (combined with initial coordination meeting listed above). 2. Set up accounts with selected print and online media 3. Task Force and PIOs develop and issue monthly ads <p>C. Issue Press Releases to Mark Task Force Successes</p> <ol style="list-style-type: none"> 1. Conduct initial coordination meeting between Task Force and PD and City PIOs (combined with initial coordination meetings listed above). 2. Task Force to develop press release content after successful arrests or case progress and send to PIOs 3. Issue press releases via PD and/or City PIOs 		<ol style="list-style-type: none"> 1. Yr 1 (Mo 1) 2. Yr 1 (Mo 3) 3. Yr 1 (Mo 3) 1. Yr 1 (Mo 1) 2. Yr 1 (Mo 3) 3. Yr 1 (Mo 3) 	<ol style="list-style-type: none"> 1. Yr 1 (Mo 2) 2. Yr 1 (Mo 6) 3. Yr 3 (Mo 36) 1. Yr 1 (Mo 2) 2. Yr 1 (Mo 36) 3. Yr 1 (Mo 36)
<p>List data and sources to be used to measure outcomes: --Project-specific data collected and managed by the project's Crime Analyst, e.g., # of meetings, number of posts, number of views, etc.</p>			

Anaheim ORT High Intensity Investigation Project

(3) Goal:	3. Demonstrate Project Fidelity and Impact		
Objectives (A., B., etc.)	<p>A. Conduct <u>Project Performance Monitoring</u> to include regularly scheduled meetings and progress/financial reporting during the 6-month Planning Phase, the 3-Yr Implementation Phase, and the 6-month Closeout Phase</p> <p>B. Conduct <u>Independent Project Evaluation</u> to cover Planning and Implementation Phases during 2024-2027</p>		
Process Measures and Outcome Measures:	<p>A. Project Performance Monitoring</p> <p><u>Process:</u></p> <ul style="list-style-type: none"> --# of monitoring meetings --Meeting notes (including ACTION ITEMS) and participant lists --On-time submission of required progress and financial reports to BSCC <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> -Real-time problem-solving and correction of implementation barriers and obstacles -Project stays on-schedule, on-budget, and meets intended implementation benchmarks (i.e., process measures) -Evidence that project was conducted as intended (or explanation for why implementation approach shifted) <p>B. Independent Project Evaluation</p> <p><u>Process:</u></p> <ul style="list-style-type: none"> --Resume for selected evaluator --# of hours spent on evaluation annual and total --Data collection forms/instruments used (or developed) by the Evaluator --Number of meetings between Evaluator and Crime Analyst --Final Evaluation Plan complete and submitted to BSCC by June 1, 2027 --Interim data submitted quarterly to support performance monitoring --Final Evaluation Report complete and submitted to BSCC by the end of the Implementation Phase <p><u>Outcomes:</u></p> <ul style="list-style-type: none"> --Evidence that project had an impact on ORT in Anaheim --Evidence that retailers' perceptions have improved --Evidence of widespread awareness of Anaheim's new focus on ORT 		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date

Anaheim ORT High Intensity Investigation Project

<p>A. Performance Monitoring Meetings</p> <ol style="list-style-type: none"> 1. Conduct project monitoring meetings every two weeks during Planning phase (Months 1-6) and monthly during Implementation Phase (Yrs 1-3), and monthly during Closeout Phase (Months 1-6) 2. Submit quarterly progress and financial reports to BSCC <p>B. Independent Project Evaluation</p> <ol style="list-style-type: none"> 1. Procurement to select and hire Evaluator 2. Kick-off meeting with selected Evaluator 3. Develop and submit Evaluation Plan to BSCC 4. Develop data collection forms/instruments and project databases 5. Participate in performance monitoring meetings 6. Conduct regularly-scheduled meetings with the Crime Analyst 7. Provide quarterly interim project data 8. Develop and submit Final Evaluation Report to BSCC 	<p>--Task Force --Evaluator</p>	<ol style="list-style-type: none"> 1. Planning (Mo 1) 2. Planning (Mo 1) 1. Planning (Mo 1) 2. Planning (Mo 4) 3. Planning (Mo 4) 4. Planning (Mo 4) 5. Planning (Mo 4) 6. Planning (Mo 4) 7. Planning (Mo 3) 8. Yr 3 (Mo 9) 	<ol style="list-style-type: none"> 1. Closeout (Mo 6) 2. Closeout (Mo 6) 1. Planning (Mo 3) 2. Planning (Mo 4) 3. Planning (Mo 6) 4. Planning (Mo 6) 5. Closeout (Mo 6) 6. Closeout (Mo 6) 7. Yr 3 (Mo 9) 8. Closeout (Mo 6)
<p>List data and sources to be used to measure outcomes:</p> <p>--Project data collected, managed, and analyzed by the project's Crime Analyst, e.g., # of meetings, Evaluator's deliverables</p> <p>--Project data collected (from the Crime Analyst, Anaheim PD, and other Local LE), managed, and analyzed by the Evaluator, e.g., # of arrests, # of prosecutions, case details, etc.</p>			

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

Name of Applicant: *City of Anaheim*

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	\$4,721,373.00
2. Services and Supplies	\$335,317.00
3. Professional Services or Public Agencies	\$0.00
4. Non-Governmental Organization (NGO) Subcontracts	\$0.00
5. Data Collection and Evaluation	\$170,000.00
6. Equipment/Fixed Assets	\$332,489.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$48,546.00
9. Indirect Costs	\$472,138.00
TOTAL	\$6,104,863.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Sgt Ryan Tisdale (Project Manager)	FTE: 50% in-kind; salary covered by Anaheim PD FRINGE: In-kind; benefits covered by Anaheim PD	\$0.00
Detective 1 (To Be Hired)	FTE: Planning 50%, Years 1-3 100%, Closeout 2.4% FRINGE: Planning: 132.73%, Year 1: 117.85%, Year 2: 121.23%, Year 3: 123.71%, Closeout: 104.05%	\$1,074,679.00
Detective 2 (To Be Hired)	FTE: Planning 50%, Years 1-3 100%, Closeout 2.4% FRINGE: Planning: 132.73%, Year 1: 117.85%, Year 2: 121.23%, Year 3: 123.71%, Closeout: 104.05%	\$1,074,679.00
Detective 3 (To Be Hired)	FTE: Planning 50%, Years 1-3 100%, Closeout 2.4% FRINGE: Planning: 132.73%, Year 1: 117.85%, Year 2: 121.23%, Year 3: 123.71%, Closeout: 104.05%	\$1,074,679.00
Crime Analyst (To be selected from PD staff)	FTE: Planning 50%, Years 1-3 100%, Closeout 50% FRINGE: Planning: 120.91%, Year 1: 93.88%, Year 2: 95.99%, Year 3: 100.57%, Closeout: 68.43%	\$643,591.00
OVERTIME: Task Force	FTE: Planning 0%, Years 1-3 50%, Closeout 0% FRINGE: Not included	\$369,033.00
OVERTIME: Sworn Officers	FTE: Planning 4.8%, Years 1-3 75%, Closeout 0% FRINGE: Not included	\$484,712.00
Existing ORT Detective	FTE: 100% in-kind; salary covered by Anaheim PD FRINGE: in-kind; benefits covered by Anaheim PD	\$0.00
TOTAL		\$4,721,373.00

1b. Salaries & Benefits Narrative:

Anaheim's project will significantly increase focus on ORT from a single Detective working on ORT to a new 6-person dedicated Task Force. The Task Force will include a Project Manager (in-kind), three new Detectives, a Crime Analyst, and the PD's existing ORT Detective (in-kind). The budget includes a pool of overtime to support the Task Force. A total of 5.25 FTEs will be dedicated to ORT during the three-year Implementation Phase, with additional staff time supporting the Planning and Closeout Phases.

PROJECT MANAGER (50% FTE, in-kind): The Project Manager will oversee the budget, work plan, project schedule, and manage hiring and procurement. The Project Manager will also serve on the Task Force and participate in ORT investigations, and will supervise project staff and the consultant Evaluator. The Project Manager will serve as the point of contact with BSCC and with other coordinating local agencies (such as Orange County District Attorney's Office). Anaheim PD's Sgt Ryan Tisdale will serve as the Project Manager. He has 15 years of experience during which he has served on a Problem-Oriented Police team, supervised a Major Crime Operational Task Force specializing in undercover operations in California, and led several multi-million-dollar Homeland Security, Urban Area Security Initiative Grants. **FRINGE BENEFITS:** Not applicable. Salary and benefits provided in-kind.

DETECTIVE (300% FTE Yrs 1-3): Per Detective: Planning Phase: Salary \$36,161/Fringe \$47,996 (132.73%) -- Year 1: Salary \$144,643/Fringe \$170,459 (117.85%) -- Year 2: Salary \$148,262/Fringe \$179,736 (121.23%) -- Year 3: Salary \$151,965/Fringe \$188,003 (123.71%) -- Closeout: Salary \$3,653/Fringe \$3,801 (104.05%). Three full-time Task Force Detectives will be hired by the end of Month 3, and they will be dedicated to the new ORT Task Force. Hours during Closeout Phase are for providing data and information to support evaluation and closeout activities. Hiring will be focused on candidates with significant experience conducting successful investigations of similar size and scope. **FRINGE BENEFITS:** The benefit rate is based on pre-determined burden rates for the detectives' bargaining group. Benefits covers: medical, dental, life insurance, retired medical, HRD overhead, Public Employee Retirement System (PERS), long-term disability, short-term disability, RHS/IB EW Trust, leave buyout, miscellaneous leave, social security, and workers' compensation.

CRIME ANALYST (100% FTE Yrs 1-3): Planning Phase: Salary \$22,100/Fringe \$26,722 (120.91%) -- Year 1: Salary \$91,062/Fringe \$85,489 (93.88%) -- Year 2: Salary \$93,787/Fringe \$90,022 (95.99%) - Year 3: Salary \$96,595/Fringe \$97,141 (100.57%) -- Closeout: Salary \$24,149/Fringe \$16,524 (68.43%). The Crime Analyst will be selected from existing Anaheim PD staff by Month 3 with a focus on staff with experience tracking and compiling project data. **FRINGE BENEFITS:** The benefit rate is based on pre-determined burden rates for the crime analyst's bargaining group. Benefits covers: medical, dental, life insurance, retired medical, HRD overhead, Public Employee Retirement System (PERS), long-term disability, short-term disability, RHS/IB EW Trust, leave buyout, miscellaneous leave, social security, and workers' compensation.

TASK FORCE OVERTIME (50% FTE Yrs 1-3): Overtime hours are included for the new Task Force Detectives. The pool of overtime hours is 1,040 hours annually during Years 1-3 with no overtime during the Planning and Closeout phases. The overtime rate for the Detectives is \$118.28 which is a base overtime rate. **FRINGE BENEFITS:** Not applicable; no benefits are included or requested for the Detectives' overtime hours.

SWORN OFFICER OVERTIME (75% FTE Yrs 1-3): A pool of overtime hours is included for existing Sworn Officers to assist the Task Force. The pool of overtime hours includes: 100 hours in the Planning Phase to cover overtime for the Project Manager (at a rate of \$122.43/hour) during this critical project launching phase, 1,560 hours in Years 1-2, 1,538 in Year 3, and no overtime hours during the Closeout phase. The overtime rate for Sworn Officers is \$100.76, which is a base overtime rate. **FRINGE BENEFITS:** Not applicable; no benefits are included or requested for the Sworn Officers' overtime hours.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
TASK FORCE SUPPLIES AND SERVICES	Multiple elements - see narrative below	\$45,292.00
GENERAL SUPPLIES	\$100/month for general office supplies	\$4,800.00
SURVEILLANCE SUPPLIES AND SERVICES	Multiple elements - see narrative below	\$285,225.00

		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	TOTAL	\$335,317.00

2b. Services and Supplies Narrative:

Costs are included to equip the new ORT Task Force. All costs are based on vendor quotes requested and received within the last 30 days.

TASK FORCE SUPPLIES (\$45,292):

- (1) Desktop computer for Crime Analyst - HP Workstation Z2 G9; Core i9; Wolf Pro Security; 32 GB RAM; SSD 1 TB; Windows 10; 2 HP monitors - \$3,877
- (4) Laptop computers for 3 new Detectives and Project Manager - HP 151-fd000, 15.6", desktop monitor, dock, mouse/keyboard (\$1,760 each x 4 = \$7,040)
- (5) Apple iPad for Task Force field work/data entry (Project Manager, 3 Detectives, and 1 OT support officer) iPad Pro 11" Wifi + cellular 512 GB (\$1,299 x 5 = \$6,495)
- (3 sets) Tactical gear for 3 new Detectives - Each set costs \$4,228 to include: 1. Avon Ballistic Helmet w/face shield (\$585 ea), 2. Eleven 10 Gen 7 C-A-T Rigid Tourniquet Case (\$39 ea), 3. Point Blank Alpha Black Body Armor IIA with 2 Elite Carriers (\$2,411 ea), 4. Smith & Wesson nickel handcuffs (\$24.50 ea), 5. Police emblems (\$7 ea), 6. Galls Tactical Carrier (\$250 ea), 7. Blackhawk Backpack Entry Kit (\$593 ea), 8. Blackhawk Special Ops Entry Ram (\$318 ea) = \$4,228/set x 3 sets = \$12,684
- (4) Cell phones for Project Manager and 3 new Detectives - iPhone 13 250GB (\$799 x 4 = \$3,196)
- Monthly service contracts for police radio service - Planning Phase: 4 contracts for 3 months (for Project Manager and 3 Detectives) - \$40/month x 4 contracts x 3 months; Years 1-3 : 8 contracts per month (for Project Manager, 3 Detectives, and 4 additional overtime support staff) = \$40/month x 8 contracts x 12 months x 3 years = \$12,000

GENERAL SUPPLIES (\$4,800)

--General office supplies (e.g., paper, printer ink, folders and files, etc.) - \$100/month x 48 months (6 months Planning phase + 3 years + 6 months closeout phase) = \$4,800

SURVEILLANCE SUPPLIES (\$285,225):

- (2) Cold cell phone for tipline or investigative operations - iPhone SE 64BG (\$429/phone x 2 = \$858)
- (3) Vehicle window shades - GWUSKDT 58-27.5" Silver (\$25/shade x 3 shades (1 per vehicle) = \$75)
- (3) Vehicle power inverter - PiSFAU 150W DC 12V to 110V with 3,1 USB (\$18/inverter x 3 inverters (1 per vehicle) = \$54)
- (6) Vehicle trackers - TactiTrack 25 GPS tracker with carrying case, charging pad, and power cables (\$924/tracker x 6 trackers = \$5,544)
- (6) Vehicle tracker annual data service contracts - unlimited service with no data limits (\$499/annual service x 6 annual service contracts x 3 years = \$8,982)
- (8) Pole cameras package - Canon network camera VB-H47, power supplies, case, routers, and hotspots (\$3,157/package x 8 packages = \$25,256)
- (4) Cameras for Task Force - DLSR Sony a7 II Mirrorless (\$1,698/camera x 4 cameras = \$6,792)
- (4) Camera zoom lens - Sony FE 7-200mm; f/2 GM OSS II (\$2,798/lens x 4 lenses = \$11,192)
- (4) Camera carrying case - "Everyday" backpack (\$299/case x 4 cases = \$1,196)
- (5) SD Card - SanDisk 512GB Extreme Memory Card with SD adapter (\$50/card x 5 cards = \$250)
- (8) Drone battery kit - DJI battery kit for Matrice 30T - multiple kits needed to ensure operations are not interrupted by power loss (\$329/kit x 8 kits = \$2,632)
- (2) Drone carrying case - GPC waterproof hardcase for DJI Matrice 30T (\$499/case x 2 cases = \$998)
- (20) Automated License Plate Reader (ALPR) cameras - L6Q Solar (\$2,995/annual subscription x 20 camera subscriptions x 3 years = \$179,700)
- (1) ALPR supporting equipment and services - replacement plan: \$800, Pole power tap: \$600/tap x 20 cameras, technical services: \$17,000, and delivery: \$4,696 - TOTAL: \$41,696

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
Not Applicable	Not Applicable	\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
	TOTAL	\$0.00

3b. Professional Services Narrative

Not Applicable

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
Not Applicable	Not Applicable	\$0.00
		\$0.00
		\$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

Not Applicable

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Project Evaluator	\$100 per hour for 1,700 total hours including: Planning (200 hours); Yrs 1-3 (300 hours/yr); Closeout (600 hours)	\$170,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$170,000.00

5b. Data Collection and Evaluation Narrative

PROJECT EVALUATOR (1,700 hours total x \$100/hour). The Anaheim PD will procure an external evaluator, targeting local colleges and universities, to begin by Month 4. The Evaluator will conduct an independent process and outcomes evaluation for the project period, working closely with the Crime Analyst. The Evaluator will be responsible for designing and conducting all evaluation activities including design of data collection instruments and project databases, training Task Force members on data collection, compilation and analysis of interim data, and all evaluation deliverables including the Evaluation Plan and Final Evaluation Report. The Anaheim PD will solicit and select the Evaluator using the City's standard procurement procedures and online bid management system. The Evaluator must have prior and proven experience conducting an evaluation of similar size and scope. The budgeted cost for the Evaluator is 2.78% of total project costs.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
COMMUNICATION (Police Radios)	\$6,000/radio x 8 radios (for Project Mgr, 3 Detectives, and 4 additional for overtime staff)	\$48,000.00
SOFTWARE (CellHawk)	\$5,995 lump sum for the software package that includes up to 10 users	\$5,995.00
SURVEILLANCE (Personal Recording Devices & Drones)	\$44,178 personal audio/video recording devices (sold as a pkg) + \$14,000/drone x 2 drones	\$72,178.00
VEHICLES	\$161,000 for 3 new Detective vehicles + \$16,500 for Code 3 lights/sirens + \$8,616 for 1 drop vehicle + \$20,200 for 2 marked deterrent vehicles	\$206,316.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$332,489.00

6b. Equipment/Fixed Assets Narrative

Costs are included to equip the new ORT Task Force. All costs are based on vendor quotes requested and received within the last 30 days.

COMMUNICATION: \$6,000 Motorola TLK-100 4G LTE police radio x 8 radios (for Project Manager, 3 new Detectives, and 4 additional for Overtime support) = \$48,000

SOFTWARE: \$5,995 lump sum for CellHawk software package for cell phone and Google analytics.

SURVEILLANCE (\$72,178):
 --Personal Recording Devices: \$44,178 undercover package price for personal audio/video recording devices and hides. Includes: 1. (2) Nano-Raven cameras; 64-hour; 30 f/sec; audio/video recorder; 2. (2) Dual-Raven/TX cameras; 64 hour; 30 f/sec; audio/video recorder; built-in 750 mw Officer Safety Transmitter; 3. (6) hides including sports hat, water/coke bottle, air freshener, shirt concealment, shirt button, and key fob.
 --Drones: (2) \$14,000 DJI Matrice 30T Enterprise drone. This is the make/model approved for use by Anaheim PD.

VEHICLES (\$206,316):
 --Vehicles for 3 new full-time Detectives who will be dedicated to the ORT Task Force. 1. (1) 2023 Christler Pacifica \$41,000; 2. (2) Ford F-150 Super Crew 2 WD (\$60,000) = \$161,000 + cost for a Code 3 lights and sirens package for each of the 3 new vehicles (\$5,500 each X 3 = \$16,500) = \$161,000 + \$16,500 = \$177,500. Anaheim PD's policy is to purchase new vehicles for field use; no other vehicles are available for this full-time Task Force.
 --Drop vehicle for surveillance at targeted locations. (1) used, unmarked vehicle will be acquired via auction (\$5,000) + CCTV package purchased and installed (\$3,616) = \$8,616
 --Marked deterrent vehicle for use at targeted locations. (2) used vehicles will be acquired via auction (\$5,000 x 2 = \$10,000), and will be wrapped/marked with Anaheim Police Department and/or Anaheim Organized Retail Theft Task Force (\$5,100 x 2 = \$10,200) = \$20,200

7a. Financial Audit

Description	Calculation for Expense	Total
Financial Audit	\$25,000 lump sum	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$25,000.00

7b. Financial Audit) Narrative:

Costs for the required project financial audit are included during the closeout period.

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

Description	Calculation for Expense	Total
GRANTEE MEETINGS	\$2,032 travel costs to Sacramento for 2 staff for 1-day meeting per year x 3 years (Yrs 1-3)	\$6,096.00
PUBLIC AWARENESS CAMPAIGN	\$1,000/month for print/online ads x 3 years (Yrs 1-3)	\$36,000.00
TRAINING FOR NEW HIRE DETECTIVES	\$2,150 training costs/new detective x 3 new detectives	\$6,450.00
		\$0.00
		\$0.00
TOTAL		\$48,546.00

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

GRANTEE MEETINGS: Cost per person = \$1,016 x 2 staff = \$2,032/yr x 3 years = \$6,096. Assumes 1 day meeting, and 2 travel days. Costs per trip: FLIGHT: \$400 airfare x 2 staff. LODGING: \$167 lodging and 15% tax x 2 nights x 2 staff. MEALS & INCIDENTALS: \$69/staff x 3 days x 2 staff. GROUND TRANSPORTATION: \$75 x 2 staff.

PUBLIC AWARENESS CAMPAIGN: \$250/paid print & online advertisement x 4 print/online ads per month x 3 years = \$36,000 (in addition to no-cost postings). Will target local print newspapers and at least 4 online platforms, e.g., Anaheim PD Facebook and Instagram; City of Anaheim Facebook and Instagram). Task Force will design the posts and submit to PD and City Public Information Officers for posting.

TRAINING FOR NEW HIRE DETECTIVES: The 3 new Detectives will each receive a total of 260 hours of targeted training. Total cost of training per Detective = \$2,150 x 3 Detectives = \$6,450 Training will include:

1. Criminal Investigations Core Course (80 hrs); No tuition for POST reimburseable agencies: \$0
2. Burglary Investigations (40 hrs); No tuition for POST reimburseable agencies: \$0
3. Technology Investigations (40 hrs); No tuition for POST reimburseable agencies: \$0
4. Interviews and Interrogations (40 hrs): \$575
5. Search Warrant Writing (8 hrs): \$125
6. Search Warrant Service Course (16 hrs): \$250
7. Cell Phone Technology Investigations (8 hrs): \$300
8. Cell Phone Investigations (16 hrs): \$200
9. Mobile Surveillance Course (8 hrs): \$100
10. Organized Crime Investigations (8 hrs): \$100
11. Drone Operator Training - Drone Pilot Ground School (20 hrs) online class \$300; FAA Part 107 Test \$200: TOTAL \$500

9a. Indirect Costs

For this grant program, indirect costs may be charged using only one of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization does not have a federally approved indirect cost rate.	\$472,138	\$472,138
<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	\$472,138

9b. Indirect Costs Narrative:

Indirect costs of 10% are included. The indirect costs were calculated based on salaries and benefits only.



ANAHEIM POLICE DEPARTMENT

TO MAINTAIN A SAFE COMMUNITY TO LIVE, WORK, AND PLAY

July 7, 2023

*Kathleen T. Howard, MPA
Executive Director
Board of State and Community Corrections
2590 Venture Oaks Way, Ste. 200
Sacramento, CA 95833*

Dear Director Howard:

*The Anaheim Police Department (PD) is pleased to submit a grant application to the Organized Retail Theft (ORT) Prevention Grant Program for the **Anaheim ORT High Intensity Investigation Project**. This new initiative will create a Task Force that targets organized retail theft organizations operating in Anaheim in order to arrest high-ranking suspects, and seek prosecution via the Orange County District Attorney's (OCDA's) Office's vertical prosecution unit.*

***Possible Local Impact:** The Anaheim PD predicts a spike in the number of arrests resulting from the Project's targeted investigations. As a result, the PD anticipates an increased number of referrals to the OCDA's Office.*

In June 2023, I met with the head of OCDA's Vertical Prosecution Unit to discuss the project. The OCDA's Office acknowledged the anticipated impact, and we discussed possible collaboration during the grant period.

If you have any questions, please feel free to contact me at (714) 765-1982 or rtisdale@anaheim.net.

Sincerely,

*Sgt. Ryan Tisdale
Investigation Division, Burglary and Auto Theft Detail*

Bias-Based Policing

401.1 PURPOSE AND SCOPE

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

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

401.1.1 DEFINITIONS

Definitions related to this policy include:

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

Stop - Any detention of a person and/or search, including a consensual search, of the person's body or property in the person's possession or control.

401.2 POLICY

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

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

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

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

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

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

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

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Bias-Based Policing

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

401.4 MEMBER RESPONSIBILITIES

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

401.4.1 REASON FOR CONTACT

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

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

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

401.4.2 REPORTING OF STOPS

The reporting requirements under this section will take effect on January 1, 2021.

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

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

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

401.4.3 DATA COLLECTION

Officers within the Department shall complete all applicable data fields in the Department's AB 953 RIPA Stop Application for each stop. The data fields include, but are not limited to, the following:

- (a) The time, date, duration and location of the stop.
- (b) The reason for the stop.
- (c) The result of the stop, such as, no action, warning, citation, property seized or arrest.
- (d) If a warning or citation was issued, the warning provided or violation cited.
- (e) If an arrest was made, the offense charged.

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- (f) The perceived race or ethnicity, gender, and approximate age of the person stopped, provided that the identification of these characteristics shall be based on the observation and perception of the officer making the stop, and the information shall not be requested from the person stopped. When reporting the required data elements, the officer shall make the determination based on personal observation only. For motor vehicle stops, this section only applies to the driver, unless any actions specified below in this subsection apply in relation to a passenger, in which case the characteristics specified in this section shall also be reported for the passenger.
- (g) Actions taken by the officer during the stop, including, but not limited to, the following:
 - 1. Whether the peace officer asked for consent to search the person, and, if so, whether consent was provided.
 - 2. Whether the peace officer searched the person or any property, and, if so, the basis for the search and the type of contraband or evidence discovered, if any.
 - 3. Whether the peace officer seized any property and, if so, the type of property that was seized and the basis for seizing the property.

Stops involving multiple officers shall only require reporting by one officer. In most cases, this shall be the officer making the initial contact.

401.5 SUPERVISOR RESPONSIBILITIES

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

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

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Bias-Based Policing

401.6 ADMINISTRATION

Annually, the Professional Standards Lieutenant should review the efforts of the Department to provide fair and objective policing and submit an annual report, including public concerns and complaints, to the Chief of Police.

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

Supervisors of the Department who regularly interact with the public (or supervisors as directed by the Chief of Police or designee) should review the annual report and discuss the results with those they are assigned to supervise.

401.7 TRAINING

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

- (a) All sworn members of this department will be scheduled to attend Peace Officer Standards and Training (POST)-approved training on the subject of bias-based policing.
- (b) Pending participation in such POST-approved training and at all times, all members of this department are encouraged to familiarize themselves with and consider racial and cultural differences among members of this community.
- (c) Each sworn member of this department who received initial bias-based policing training will thereafter be required to complete an approved refresher course every five years, or sooner if deemed necessary, in order to keep current with changing racial, identity and cultural trends (Penal Code § 13519.4(i)).

401.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The reporting requirements under this section will take effect on January 1, 2021.

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

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

Vice Narcotics, Organized Crime, and Covert Operations

611.1 PURPOSE AND SCOPE

The investigation of vice, drug, and organized crime activities can involve large expenditures of time, money, and effort. This policy will help evaluate the accuracy and credibility of initial information and determine the scope and relative importance of the problem.

611.2 COMPLAINT HANDLING

When this Department receives alleged vice, drug, or organized crime activity information, it shall be documented, including source, the activity, dates and time, the name and employee number of the person receiving the information, and any other pertinent information. Documentation may be an official police report, memorandum, email to the appropriate investigative unit, CAD incident printout, or street checks. This section does not apply to information received from confidential informants (refer to Informants Policy 603).

Reports regarding vice, drug, or organized crime shall be forwarded to the appropriate Investigation Supervisor. The case may be assigned to a detective for possible follow-up or routed to the applicable jurisdiction. If the case or information is forwarded to another agency or jurisdiction, such routing shall be documented by the referring employee.

The appropriate Investigation Section Lieutenant shall notify the Chief of Police, via the chain of command, of any high profile vice, drug, or organized crime arrests or cases.

611.3 RECORD KEEPING

The appropriate Investigation Supervisor shall ensure that the security of sensitive case files is maintained. Access shall be restricted to a "need to know" basis. Records and reports relating to active vice, drug, and organized crime investigations should be securely filed and maintained separately from central records.

611.4 SURVEILLANCE AND UNDERCOVER EQUIPMENT

The Investigation Supervisor or designee shall be responsible for the Department-owned surveillance and undercover equipment. Such surveillance equipment may include night vision devices, binoculars, cameras, cellular phones, recorders, and unmarked vehicles. The equipment should be securely stored. Any Department member with an official need to use the surveillance equipment may contact the Investigation Supervisor and request its use.

The Investigations Supervisor or designee shall maintain an equipment checkout system that at all times accounts for the Department surveillance and undercover equipment. Any sworn employee requesting the use of such equipment shall sign up for it upon receipt, note the purpose of the request, and return it promptly when the equipment is no longer needed. Upon return, the receiving investigator shall sign the equipment back in and note any discrepancies or damage.

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Vice Narcotics, Organized Crime, and Covert Operations

611.5 COVERT OPERATIONS

When any surveillance, undercover, or decoy operation is planned, the officer in charge of the operation should prepare an operations plan before engaging in the operation when appropriate. The supervisor in charge of the operation shall ensure that the involved personnel are appropriately briefed on the plan. No officers shall participate in surveillance, undercover, or decoy operations without the approval of the appropriate designee.

Any covert operation conducted outside the City limits should be overseen by a supervisor directly in the operation. If a supervisor is not available, the appropriate section commander shall designate a member of the operation as the person or investigator in charge.

Due to exigency, the requirement for an operations plan does not apply to surveillance or any undercover activity conducted during an in-progress crime or incident.

Unless otherwise approved by a Division Commander, uniformed personnel should be informed about covert operations conducted in the City to prevent conflicts and potential misidentification of personnel involved in the covert operation.

611.6 OPERATIONAL PLANS

Operational plans should be submitted and approved before executing any pre-planned operation. Operational plans should include, if available:

- (a) Case Summary and objectives.
- (b) Identification of involved personnel, including supervisors, and their specific roles and responsibilities.
- (c) Identification of all involved vehicles and assignments.
- (d) Complete address and description of the location (Maps should be attached to the plan).
- (e) Suspect descriptions, including photographs if available.
- (f) Suspect's criminal history.
- (g) Identification of any known hazards or obstacles (e.g., weapons, animals, surveillance equipment, environment).
- (h) Identification of expected occupants.
- (i) Designation of entry and arrest team roles.
- (j) Designation of personnel to make the necessary notifications.
- (k) Description and pertinent information about informants, as applicable.
- (l) The means of routine and emergency communications.
- (m) Identification of nearby medical facilities (maps should be attached to the plan).
- (n) Identification of arrest and help signals.

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Vice Narcotics, Organized Crime, and Covert Operations

(o) Tactical plan, including contingencies.

(p) Essential contact information, including telephone numbers for outside agencies if the operation is conducted outside the City of Anaheim.

Overt Camera System

341.1 PURPOSE AND SCOPE

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

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

341.2 POLICY

The Anaheim Police Department operates an overt camera system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist City officials in providing services to the community.

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

341.3 OPERATIONAL GUIDELINES

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

341.3.1 PLACEMENT AND MONITORING

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

The cameras shall only record video images and not sound. However, the camera system is equipped with outbound audio capabilities. In some situations, the camera operator may choose to utilize the outbound audio feature to aid in the efforts listed in subsections a-g below. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public video surveillance system may be useful for the following purposes:

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

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Overt Camera System

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

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to monitors installed in Anaheim Police Department facilities. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding officers in a timely manner. Appropriately trained Anaheim Police Department personnel are authorized to adjust the cameras to more effectively view a particular area for any legitimate public safety purpose.

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

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

341.3.2 CAMERA MARKINGS

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

341.3.3 INTEGRATION WITH OTHER TECHNOLOGY

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

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

341.4 VIDEO SUPERVISION

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

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Overt Camera System

341.4.1 PROGRAM ADMINISTRATOR

The Department shall designate a Program Administrator with oversight responsibilities including, but not limited to:

- (a) Documenting system malfunctions as well as equipment failures;
- (b) Properly training administrative staff regarding the use, retention, and confidentiality of video records;
- (c) Maintain digital video files and equipment in a secure and confidential environment and release only in accordance with this policy and applicable federal, state, local statutes and other applicable laws;
- (d) Provide recommendations on additional policy development and equipment integrity.

341.4.2 VIDEO LOG

A log should be maintained at all locations where video surveillance monitors are located. The log should be used to document all persons not assigned to the monitoring locations who have been given access to view or monitor images provided by the video surveillance cameras. The logs should, at a minimum, record the:

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

341.4.3 PROHIBITED ACTIVITY

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

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

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

Unauthorized access to the system, misuse of the system, unauthorized reproduction of images, or unauthorized distribution of images may result in disciplinary action.

341.5 STORAGE AND RETENTION OF MEDIA

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

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Recorded media shall be retained as specified in the City of Anaheim Record Retention Schedule. In general, Overt Camera System recordings are treated as "Video Recordings-Not Ongoing City Operations." Per Government Code §34090 et seq., recordings of this nature are considered to be of "administrative value." As such, it shall be the practice of the Anaheim Police Department to keep Overt Camera System recordings for thirty (30), plus one (1) days with the following exceptions:

- (a) If a recording is identified as evidence, the retention will follow the Evidence/Property Files retention schedule.
- (b) Recordings that become part of a citizen complaint or administrative/internal investigation will follow the retention time identified for the complaint/investigation.

341.5.1 EVIDENTIARY INTEGRITY

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

341.6 RELEASE OF VIDEO IMAGES

All recorded video images gathered by the overt camera system video surveillance equipment are for the official use of the Anaheim Police Department.

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

Requests for recorded images from other law enforcement agencies, (e.g., Orange County District Attorney's Office), shall be referred to the Program Administrator for release in accordance with a specific and legitimate law enforcement purpose.

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

Unless prohibited by applicable law, recorded files may be reviewed in accordance with the following criteria and exceptions:

- (a) By a Department employee conducting an official investigation;
- (b) By members of the City Attorney's Office or Risk Management in connection with pending litigation;
- (c) Pursuant to lawful process or by court personnel otherwise authorized to view evidence in a related case;
- (d) With approval by the Chief of Police, members of the OIR Group for review of a critical incident, internal affairs investigation, use of force review, or other internal reviews;

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- (e) Except as provided under 378.6(h) and/or (i), Internal Affairs shall provide subject employees the opportunity to view recordings obtained from the overt camera system relating to an Internal Affairs investigation prior to the administrative interview;
- (f) The Chief of Police has the discretion to allow viewing or release of recorded files if he/she determines it is in the best interest of the police department or the City of Anaheim. When appropriate, every effort will be made to notify involved employees prior to release;
- (g) As part of Department approved training;
- (h) An officer involved in the intentional discharge of a firearm, an incident where any party sustains great bodily injury, or an in custody death shall not review recorded files unless approved by the Chief of Police or the Deputy Chief of Police;
- (i) Subject to the provisions of this policy, the Chief of Police or the Deputy Chief of Police has the discretion to prohibit the review of any recordings by Department employees if it is determined it is in the best interest of the police department or the City of Anaheim.

341.7 VIDEO SURVEILLANCE AUDIT

The Chief of Police, his/her designee, supervisors, or managers may conduct periodic reviews of the Overt Camera System. The review may include an inventory of video monitoring installations, date of installation, summary of the purpose, auditing to ensure adherence to this policy, and any proposed policy changes. The review may also include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy. Any concerns, recommendations, for training or deviations from this policy will be promptly addressed.

341.8 TRAINING

All personnel designated as system users shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.