

Title	Auburn, California, Police Department	07/07/2023
	by Melissa Fiore in Organized Retail Theft Prevention Grant Program	id. 41335843
	beachgirl58.2000@gmail.com	

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 Auburn, California, Police Department
(i.e., Police Department, Sheriff's Department, or Probation 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 **Auburn Police Department**

Applicant's Physical Address **1215 Lincoln Way
Auburn
CA
95603
US**

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

Mailing Address for Payment **1225 Lincoln Way
Auburn
CA
95603
US**

Tax Identification Number **946000295**

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 **Tucker Huey**

Project Director's Title with Agency/Department/Organization **Police Lieutenant**

Project Director's Physical Address **1215 Lincoln Way
Auburn
CA
95693
US**

Project Director's Email Address **thuey@auburn.ca.gov**

Project Director's
Phone Number **+15308234237**

Financial Officer **Cristina
Shafer**

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

Financial Officer's
Physical Address **1225 Lincoln Way
Auburn
CA
95603
US**

Financial Officer's
Email Address **cshafer@auburn.ca.gov**

Financial Officer's
Phone Number **+15308244212**

Day-To-Day Program
Contact **Tucker
Huey**

Day-To-Day Program
Contact's Title **Police Lieutenant**

Day-To-Day Program
Contact's Physical
Address **1215 Lincoln Way
Auburn
CA
95603
US**

Day-To-Day Program
Contact's Email
Address **thuey@auburn.ca.gov**

Day-To-Day Program
Contact's Phone
Number **+15308234237**

Day-To-Day Fiscal
Contact **Tucker
Huey**

Day-To-Day Fiscal
Contact's Title **Police Lieutenant**

Day-To-Day Fiscal
Contact's Physical
Address **1215 Lincoln Way
Auburn
CA
95603
US**

Day-To-Day Fiscal Contact's Email Address	thuey@auburn.ca.gov
Day-To-Day Fiscal Contact's Phone Number	+15308234237
Name of Authorized Officer	Melissa Fiore
Authorized Officer's Title	Senior Grants Analyst
Authorized Officer's Physical Address	1215 Lincoln Way Auburn CA 95603 US
Authorized Officer's Email Address	beachgirl58.2000@gmail.com
Authorized Officer's Phone Number	+13865038020
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	Small town with a big expansion of protection from organized catalytic converter theft
Proposal Summary	7.2 square miles and a population of less than 14,000 make Auburn a small town, yet organized thefts of catalytic converters have had an outsized impact. The Flock cameras we currently have cover several travel paths into Auburn, and the cameras have led to more arrests and recoveries of stolen items, but dangerous gaps remain. The grant will fund more cameras and an integrated system with real-time data providing 100% geographic coverage of entry points into Auburn and quicker police responses. This will lead to more apprehensions of local offenders, creating a safer community. The system will promote regional collaboration and further reduce organized thefts.

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 2: Motor Vehicle or Motor Vehicle Accessory Theft

Funding Category
Information

Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to \$6,125,000 in the Medium Scope category OR up to \$15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to \$24,500,000 o \$6,125,000 (Medium Scope Max) x 4 (# of Agencies) = \$24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to \$31,300,000 o \$15,650,000 (Large Scope Max x 2 (# of Agencies) = \$31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.

Funding Category

Medium Scope (Up to \$6,125,000)

SECTION IV -
PROPOSAL
NARRATIVE AND
BUDGET

This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.

The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).

Project Need

1.1 Auburn has unprotected points of entry into the city limits, leaving residents at greater risk to become victims of organized theft. The 11 Flock cameras currently in place led to increases in identification and apprehension of offenders engaged in organized theft of catalytic converters, as demonstrated by the Auburn Police Department's (APD's) crime reports. Ten additional Flock cameras will provide 100% coverage of the entry points into the APD's jurisdiction and significantly reduce the risk level to our community. The cameras' impact will be enhanced by Flock's integrated safety system that provides real-time data from multiple sources and allows for quicker and more proactive responses. With the addition of the cameras and integrated safety system, local citizens are less likely to be struck by organized catalytic converter thieves and less likely to suffer the financial loss and inconvenience that inevitably results from these thefts.

The current gaps in coverage also limits the APD's ability to assist

officers from surrounding jurisdictions who are tracking suspected offenders. When offenders from other jurisdictions enter or leave Auburn through unprotected points, they are far more likely to evade detection and apprehension. The Flock safety system will increase the APD's ability to assist our regional partners by quickly identifying and assisting in the apprehension.

1.2 The current gaps at several geographic entry points into the city that leave many city residents and businesses without surveillance nearby. The APD is a small department and its budget is not adequate to allow the purchase of any additional cameras at this time. The need for additional cameras and integrated equipment is enhanced due to Auburn's unique geographic location. The APD's jurisdiction is small, 7.2 square miles of geographic area, but two major, heavily traveled thoroughfares intersect within the APD's jurisdiction. Highway 49 and Auburn Folsom Road are accessible from many nearby jurisdictions including Placer County, Rocklin, Roseville, and Lincoln. Travelers from the Bay area, Sacramento County, and Nevada County also use these thoroughfares. Additionally, and significantly, Interstate 80 crosses in the APD's jurisdiction. This highly traveled interstate provides several ramps for easy access into and out of the city, and has been used as an escape route by offenders from Auburn and other jurisdictions. The gaps in perimeter coverage and the APD's geographic location contribute to the need for additional technological support to quickly respond, and to locate and apprehend suspects.

1.3 APD's crime analyst data demonstrates that 137 catalytic converters were reported stolen in the APD's jurisdiction between July 14, 2020, and March 17, 2023. The approximate value of the stolen items is \$271,000. The APD's efforts to prevent organized catalytic converter theft necessarily extend to those thefts completed beyond the agency's geographic jurisdiction. While there remains an unknown number of catalytic converters stolen as part of organized theft schemes that pass through the APD's jurisdiction, it is reasonable to assume that the number is substantial. "Catalytic converter thefts increased 1,215% between 2019 and 2022." National Insurance Crime Bureau (2023, January 27). As Catalytic Converter Thefts Continue To Increase Nationwide, NICB Partners With Local Businesses To Help Protect Consumers [Press release]. <https://www.nicb.org/news/news-releases/catalytic-converter-thefts-continue-increase-nationwide-nicb-partners-local-0> The press release also stated, "In total, the nation experienced more than 64,000 catalytic converter thefts in 2022. Leading the country are California and Texas, which experienced more than 32,000 catalytic converter thefts last year."

The Department of Justice acknowledged the APD's investigative efforts in a nationwide case involving "a network of thieves, dealers, and processors for their roles in conspiracies involving stolen catalytic converters sold to a metal refinery for tens of millions of dollars." U.S. Attorney's Office, Eastern District of California (2022, November 2). Justice Department Announces Takedown of

Nationwide Catalytic Converter Theft Ring [Press release].
<https://www.justice.gov/usao-edca/pr/justice-department-announces-takedown-nationwide-catalytic-converter-theft-ring> The case demonstrated that catalytic converter thefts are often part of larger criminal networks, and that the collaboration of local, state, and federal agencies led to the takedown of the organization. As a result, local communities were made safer.

The APD has already established itself as a dynamic partner in the prevention of organized catalytic converter theft, but the addition of the Flock cameras and the integrated system will greatly enhance our efforts to apprehend those involved in organized thefts of catalytic converters. These efforts will provide benefits locally, regionally and, perhaps, even nationally again.

Project Description

2.1 To address the need identified above, the APD will purchase a Flock integrated safety system with 10 LPR cameras. Flock estimates that installation will be completed no later than 4 months after the contract is executed, and the contract will continue for the duration of the grant period.

The cameras will be installed at vulnerable, unprotected parts of the city that currently do not have cameras and that allow suspects to move freely into and out of the city without detection. We will have 100% geographic coverage of entry points in Auburn.

Installation of the additional cameras and the Flock safety system will satisfy the urgent need for complete geographic coverage of the entry points into the city. The integrated safety system will provide first- and third-party data and alerts through the unified platform that the APD does not currently have. The enhanced system will lead to faster response times from patrol officers and will provide real-time information that will allow our officers to make a complete and accurate assessment of each local reported incident of theft. With the new cameras and additional data provided by integrated system our officers can plan and execute an immediate response to each reported theft and adjust their responses immediately as needed based on data as it develops during the incident. Without the additional cameras and safety data, officers have been limited by the small department force and gaps in geographic coverage, and their ability to respond to real-time movements has suffered. Local residents and businesses will be safer as a result of more effective and timely responses. With real-time data and quicker responses, suspects will be apprehended more quickly, and they can be arrested and prosecuted. Our officers will then have more time to address other issues on patrol and will be able to serve the local population's other needs. Finally, the new system will put suspects on notice that Auburn is not a safe haven for organized theft rings, to the great benefit of local residents.

Organized criminal theft is fluid and unpredictable and these elements make thieves more elusive and successful in their criminal enterprises. Speed and efficiency are hallmarks of catalytic converter

thefts. These factors present significant challenges to all local law enforcement agencies. Better communication among all agencies will lead to more apprehensions and convictions and will also deter further organized thefts. Coordination with other agencies is mutually beneficial because the suspect or suspects will not be able to victimize residents or businesses in any jurisdiction. While the APD has no specific plan of collaboration with any outside agency, we will fully support all agencies pursuing suspects involved in organized theft as those suspects enter and remain in our jurisdiction. Collaborative efforts will lead to success.

2.2 [uploaded]

2.3 LPRs work. These powerful assets have provided invaluable 24/7 coverage of major thoroughfares in Auburn. They are established technological “partners” in crime prevention and act as investigative tools that have provided accurate and necessary evidence to secure convictions. The LPRs increase staff efficiency by monitoring activity automatically and provide our limited patrol staff with real-time information while the officers are available to respond to calls and perform duties elsewhere in our jurisdiction. When suspects in organized thefts are located and apprehended, our community is more secure, public confidence in our agency increases, our officers are protected, property is recovered, and financial losses are reduced. The APD’s crime reports and staff experiences leave no doubt that LPRs are valuable assets in our community.

The most significant proof of the importance of Flock LPRs in our jurisdiction was their use in the detection and takedown of a nationwide catalytic converter theft ring. A stolen vehicle was flagged by an LPR and the suspects were detained. The proverbial thread was pulled and the ensuing investigation revealed the suspects were part of a large regional crime ring, and further revealed a multi-state crime ring that eventually led to the creation of a federal task force composed of multiple local, state, and federal agencies that resulted in a coordinated takedown. U.S. Attorney’s Office, Eastern District of California (2022, November 2). Justice Department Announces Takedown of Nationwide Catalytic Converter Theft Ring [Press release]. <https://www.justice.gov/usao-edca/pr/justice-department-announces-takedown-nationwide-catalytic-converter-theft-ring>

The addition of 10 Flock cameras and the Flock integrated safety system will unquestionably provide huge benefits to the local community, our officers, and surrounding communities and agencies. The exceptional technology that Flock offers will increase real-time detection and apprehension for crimes committed in the local community, the region, and beyond. The goals and objectives we have identified are very likely to be achieved.

3.1 The APD is fully prepared to administer this project. Once the Flock safety system is installed, APD staff will receive training. Much of the Flock system is automated and existing dispatch staff members will be able to monitor the incoming data. Dispatch personnel, officers, and supervisors will engage in pursuit and apprehension as dictated by the circumstances. Project management and oversight will primarily be performed by Lt. Huey, and Chief Kinnan will be responsible for ensuring the project is implemented as intended and in line with grant obligations.

3.2 No partner agencies are necessary for the implementation of this project.

3.3 The APD is fully prepared to proceed, if funded. Flock has provided a proposed contract and has committed to install the system as soon as possible, and probably within 3 months of the execution of the contract.

3.4 Lt. Huey will oversee and manage the project at all times. Chief Kinnan has ultimate decision-making authority, but will generally delegate that authority to Lt. Huey. Lt. Huey will exercise his authority and discretion to assign responsibilities and tasks to staff members as needed.

3.5 The APD plans to sustain the project after the grant funds expire. We believe that the project will yield such significant results, including apprehensions and arrests, convictions and sentencing, and deterrence, that the community and region will be safer and will suffer far fewer property and economic losses. We believe that, if a budget increase is necessary to sustain the Flock system, the City Council will approve that decision so that the successful project can continue.

4.1 Internal staff members will conduct the project evaluation for the duration of this project. The program manager will ensure that the staff members assigned to the project evaluation are fully trained in records and data management, have received training on all Flock technology and are able to access all necessary data from the system. The staff members assigned will complete a thorough evaluation of the data in compliance with the grant requirements. Monitoring activities will remain consistent during all phases of the project.

4.2 Quantifiable process measures for our first goal of decreasing the amount of organized catalytic converter theft in Auburn will be whether the contract with Flock is executed and the work is performed in a timely manner, and whether all APD officers and necessary staff members are fully trained on Flock's integrated safety system. Whether staff proficiency is monitored and maintained is another process measure we will implement. Outcome measures for our first goal will require data gathering from each incident of catalytic converter theft. The data will include whether the suspect

was apprehended through the use of the Flock system, and the amount of financial loss suffered by the victim.

Process measures for our second goal of collaborating with outside law enforcement agencies in pursuit of suspects who have traveled into our jurisdiction will include contacting agencies to advise them we have implemented FlockOS and will assist them as needed in our jurisdiction. Outcome measures will include data collection and analysis for each incident involving apprehension of a suspect pursued by an outside agency to determine whether FlockOS technology assisted in the apprehension of the suspect.

4.3 The preliminary plan for monitoring the project at inception is to maintain routine contact with Flock before and during installation and implementation of the new cameras and FlockOS. Lt. Huey will implement plans for staff training on FlockOS and training will begin as soon as the system is in place. Lt. Huey will select the staff members who will be responsible for collecting and evaluating data.

4.4 The preliminary plan for collecting and evaluating data will include recording existing information about prior arrests for organized catalytic converter thefts for baseline data. A new database will be created so that information about apprehensions and arrests during the project period can be recorded. One of the new components in that database will be whether the suspect was arrested as a result of the FlockOS camera and technology. Another new component will be whether the suspect was fleeing into Auburn during pursuit by an outside agency and whether the new FlockOS system contributed to the apprehension.

There currently is no plan to enter into any formal data sharing agreements.

4.5 For evaluation of our first goal, to decrease the number of organized thefts, we will compare data collected after implementation of FlockOS to track the number of apprehensions and to determine whether those apprehensions were aided by the new Flock system to retrospective baseline data on the number of apprehensions. We will also establish baseline data on the costs of stolen catalytic converters and compare that to data to financial losses from thefts that took place after FlockOS was installed.

For evaluation of our second goal, to provide support to other jurisdictions attempting to apprehend suspects who come into our jurisdiction, we will compile baseline data on those events and compare that to data we collect during the project and determine whether information from the new Flock system aided in the apprehensions.

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

Budget Attachment

[ORT-Grant-Program-Budget-Attachment-Final.xlsx](#)

SECTION V -
ATTACHMENTS

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

Project Work Plan (Appendix B)

[END_EDIT_project_work_plan.pdf](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

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

Local Impact Letter(s) (Appendix E)

[Local-Impact-Letters-ORT_1.docx](#)

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

Policies Limiting Racial Bias

[Bias-Based_Policing.pdf](#)

Policies on Surveillance Technology

[Public_Safety_Video_Surveillance_System.pdf](#)

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

[Public_Safety_Video_Surveillance_System.pdf](#)

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

OPTIONAL: n/a
Bibliography

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

Appendix B: Project Work Plan

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

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

(1) Goal:	> To significantly reduce the amount of local organized thefts of catalytic converters		
Objectives (A., B., etc.)	> A. To use Flock system to reduce the number of catalytic converter thefts by the end of the grant term		
Process Measures and Outcome Measures:	>Process Measures: execute contract with Flock and oversee timely installation of Flock system; train all personnel on Flock system >Outcome Measures: amount of reduction in organized theft; amount of reduction in financial losses from organized theft		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
>maintain contact with Flock to ensure that Flock system technology is current; update staff training on Flock system as needed	>Lt. Huey	Oct. 1, 2023	>June 30, 2027
List data and sources to be used to measure outcomes: > crime data reports, Flock system data, officer reports			

(2) Goal:	> To facilitate apprehensions of suspects traveling in Auburn while being pursued by outside agencies		
Objectives (A., B., etc.)	> A. Our objective is, by the end of the grant term, to increase the numbers of apprehensions and arrests of suspects traveling through Auburn while being pursued by other agencies for thefts of catalytic converters.		
Process Measures and Outcome Measures:	> Process Measures: Number of outside agencies contacted to make them aware of the implementation of Flock system and to offer interagency support when needed Outcome Measures: Number of incidents of collaboration with outside agencies during their apprehension of suspects who have traveled into Auburn during the pursuit		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
>contact law enforcement agencies in the region to offer our efforts as needed, focusing on new Flock system	> Lt. Huey	>Oct. 1, 2023	>June 30, 2027
List data and sources to be used to measure outcomes: >Crime reports, Flock data, officer reports			

(3) Goal:	>		
Objectives (A., B., etc.)	> [REDACTED]		
Process Measures and Outcome Measures:	> [REDACTED]		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> [REDACTED]	> [REDACTED]	> [REDACTED]	> [REDACTED]

List data and sources to be used to measure outcomes: >

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

Name of Applicant: **Auburn Police Department**
(i.e., County Sheriff's Office, County Probation Department, or City Police Department)

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

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

Budget Line Item	Total
1. Salaries & Benefits	n/a
2. Services and Supplies	n/a
3. Professional Services or Public Agencies	n/a
4. Non-Governmental Organization (NGO) Subcontracts	n/a
5. Data Collection and Evaluation	\$75,000.00
6. Equipment/Fixed Assets	\$246,500.00
7. Financial Audit (Up to \$25,000)	\$20,000.00
8. Other (Travel, Training, etc.)	n/a
9. Indirect Costs	n/a
TOTAL	\$341,500.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
TOTAL		\$0.00

1b. Salaries & Benefits Narrative:

n/a

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
TOTAL		\$0.00

2b. Services and Supplies Narrative:

n/a

3a. Professional Services		
Description of Professional Service(s)	Calculation for Expenditure	Total
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		\$0.00
TOTAL		\$0.00

3b. Professional Services Narrative
n/a

4a. Non-Governmental Organization (NGO) Subcontracts		
Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
		\$0.00
TOTALS		\$0.00

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

5a. Data Collection and Evaluation		
Description of Data Collection and Evaluation	Calculation for Expense	Total
outside data analyst to complete required analysis		\$75,000.00
		n/a
		n/a
		n/a
		n/a
		n/a
		n/a
TOTALS		\$75,000.00

5b. Data Collection and Evaluation Narrative
required set aside

6a. Equipment/Fixed Assets		
Description of Equipment/Fixed Assets	Calculation for Expense	Total
Flock system including installation and 3-year contract	contract proposal from Flock	\$246,500.00

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

TOTAL

\$0

n/a

9b. Indirect Costs Narrative:

n/a

Appendix E: Local Impact Letter(s)

The Organized Retail Theft Prevention Grant Program encourages collaboration, communication, and innovation to combat organized retail theft. In supporting this approach, proposed projects may have impacts on retailers and local government agencies that prevent projects from operating as intended (e.g., increased law enforcement presence in retail spaces, increased referrals to the District Attorney's Office, overlapping or duplicative public awareness campaigns, etc.)

To acknowledge any anticipated impacts, each Lead Public Agency is required to:

- Identify each agency agency(ies) that reasonably could be expected to be impacted by this grant project;
- Submit a Letter of Agreement signed by both the Lead Public Agency and the impacted agency agency(ies) that includes the following:
 - The name of the Organized Retail Theft Prevention Grant Program project and a brief project description;
 - A description of how the Organized Retail Theft Prevention Grant Program project might impact retailers and local government agencies; and
 - An explanation of how the Lead Public Agency and the impacted agency(ies) will work together to address stated impacts.

Note: If the Lead Public Agency concludes that the Organized Retail Theft Prevention Grant Program project **will not** impact any other agency agency(ies), the Lead Public Agency must include a letter to that effect.

Bias-Based Policing

402.1 PURPOSE AND SCOPE

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

402.1.1 DEFINITIONS

Definitions related to this policy include:

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

402.2 POLICY

The Auburn 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.

402.3 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.

402.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

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

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

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

Auburn Police Department

Auburn PD Policy Manual

Bias-Based Policing

402.4 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.

402.4.1 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.

402.4.2 REPORTING OF STOPS

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

If multiple agencies are involved in a stop and the Auburn Police Department is the primary agency, the Auburn 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).

402.5 SUPERVISOR RESPONSIBILITIES

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

- (a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
 1. Supervisors should document these discussions, in the prescribed manner.
- (b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile 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.

Auburn Police Department

Auburn PD Policy Manual

Bias-Based Policing

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.

402.6 ADMINISTRATION

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

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

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

402.7 TRAINING

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

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

402.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

The Internal Affairs Unit Manager or designee 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 Communication Supervisor for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Bureau Policy.

Auburn Police Department

Auburn PD Policy Manual

Bias-Based Policing

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

Public Safety Video Surveillance System

375.1 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.

375.2 POLICY

The Auburn Police Department operates a public safety video surveillance system to complement its anti-crime strategy, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the 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.

375.3 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.

375.3.1 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. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public video surveillance system may be useful for the following purposes:

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

Auburn Police Department

Auburn PD Policy Manual

Public Safety Video Surveillance System

- (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 the Shift Supervisor's office and the Dispatch Center. 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. The Shift Supervisor or trained personnel in the Dispatch Center 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.

375.3.2 CAMERA MARKINGS

All public areas monitored by public safety surveillance equipment shall be marked in a conspicuous manner with appropriate signs or decals to inform the public that the area is under police surveillance. The equipment may also be equipped with a steady or blinking light. Some temporary video monitoring devices may not be marked due to the nature of the area they are deployed (i.e. park or parking lot) to capture criminal activity and the device type/size.

375.3.3 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.

375.4 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.

Auburn Police Department

Auburn PD Policy Manual

Public Safety Video Surveillance System

375.4.1 VIDEO LOG

A log may be maintained at all locations where video surveillance monitors are located. When the log is used, it should 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.

375.4.2 PROHIBITED ACTIVITY

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

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

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

375.5 STORAGE AND RETENTION OF MEDIA

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

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule. If recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved (Government Code § 34090.6).

Note: The fixed POD security cameras have a storage capacity in which data is retained for approximately 90 days depending on the video quality setting for the camera. Recordings will be retained to the limits of the system and automatically removed when new storage space is needed. Any recordings needed as evidence in a criminal or civil proceeding shall be copied to a suitable medium and booked into evidence in accordance with current evidence procedures.

375.5.1 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,

Auburn Police Department

Auburn PD Policy Manual

Public Safety Video Surveillance System

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.

375.6 RELEASE OF VIDEO IMAGES

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Auburn 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 shall be referred to the Shift Supervisor 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.

375.7 TRAINING

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

375.8 VIDEO SURVEILLANCE AUDIT

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

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