Title

City of Delano Police Department

07/06/2023

id. 41328055

by **Jerry Nicholson** in **Organized Retail Theft Prevention Grant Program**

jnicholson@delanopd.org

Original Submission

07/06/2023

	The Organized Retail Theft (ORT) Prevention Grant Program Application is divided into five (5) sections as identified below: Background Information Contact Information Program Information Proposal Narrative and Budget Mandatory Attachments Each section has a series of questions requiring a response. Applicants will be prompted to provide written text, select options from a drop down menu, select options from a multiple choice menu, or upload attachments. Questions with a red asterisk require responses. Applicants will not be able to submit the application until all questions with a red asterisk have been completed. Applicants may reference the ORT Prevention Grant Program Proposal Instruction Packet for background information, key dates, rating factors, and other important information to aid in the completion of the ORT Prevention Grant Program Application. The ORT Prevention Grant Proposal Instruction Packet is available on the Board of State and Community Corrections (BSCC) website. NOTE: Applicants may start and stop their application but must select "Save Draft" at the bottom of the application before existing.
SECTION I - BACKGROUND INFORMATION	**This section requests information about the applicant's name, location, mailing address, and tax identification number.**
Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department)	**City of Delano 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	**Delano Police Department (DPD)**
Applicant's Physical Address	**1015 11th Avenue** **Delano** **California** **93215** **US**
Applicant's Mailing Address (if different than the physical address)	**1015 11th Avenue** **Delano** **CA** **93215** **US**
Mailing Address for Payment	**1015 11th Avenue** **Delano** **California** **93215** **US**
Tax Identification Number	**95-6000702**
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	**Tyson** **Davis**
Project Director's Title with Agency/Department/Organization	**Chief of Police, City of Delano Police Department**
Project Director's Physical Address	**2330 High Street** **Delano** **California** **93215** **US**

Project Director's Email Address	**tdavis@delanopd.org**
Project Director's Phone Number	**+16615860007**
Financial Officer	**Rosa** **Rios**
Financial Officer's Title with Agency/Department/Organization	**Finance Manager, City of Delano**
Financial Officer's Physical Address	**1015 11th Avenue** **Delano** **California** **93215** **US**
Financial Officer's Email Address	**rrios@cityofdelano.org**
Financial Officer's Phone Number	**+16617213300**
Day-To-Day Program Contact	**Jerry** **Nicholson**
Day-To-Day Program Contact's Title	**Commander, City of Delano Police Department**
Day-To-Day Program Contact's Physical Address	**2330 High Street** **Delano** **California** **93215** **US**
Day-To-Day Program Contact's Email Address	**jnicholson@delanopd.org**
Day-To-Day Program Contact's Phone Number	**+16617202268**
Day-To-Day Fiscal Contact	**Rosa** **Rios**
Day-To-Day Fiscal Contact's Title	**Finance Manager, City of Delano**

Day-To-Day Fiscal Contact's Physical Address	**1015 11th Avenue** **Delano** **California** **93215** **US**
Day-To-Day Fiscal Contact's Email Address	**rrios@cityofdelano.org**
Day-To-Day Fiscal Contact's Phone Number	**+16617213300**
Name of Authorized Officer	**Maribel** **Reyna**
Authorized Officer's Title	**City Manager, City of Delano**
Authorized Officer's Physical Address	**1015 11th Avenue** **Delano** **California** **93215** **US**
Authorized Officer's Email Address	**mreyna@cityofdelano.org**
Authorized Officer's Phone Number	**+16617213303**
Authorized Officer Assurances	**checked**
SECTION III - PROGRAM INFORAMTION	**This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.**
Project Title	**City of Delano Organized Retail and Auto Theft Prevention Program**
Proposal Summary	**The City of Delano (City) and Delano Police Department (DPD) seek BSCC funding to install 25 Flock cameras at retail locations throughout the City. The City will also purchase two patrol vehicles equipped with license plate readers (LPRs) and one drone and hire, train, and certify the drone operator. By implementing these proven theft prevention technologies, the proposed project will improve real-time surveillance and response capabilities, resulting in increased deterrence of organized retail and auto theft and higher arrest rates. These investments will strengthen the City's ability to combat organized retail and auto theft, creating a safer Delano.**

PROGRAM PURPOSE AREAS	**Applicants must propose activities, strategies, or programs that address the Program Purpose Areas (PPAs) as defined on pages 5 - 8 in the ORT Prevention Grant Proposal Instruction Packet. A minimum of one (1) PPA must be selected; applicants are not required to address all three (3) PPAs. All proposed activities, strategies, or programs must have a link to the ORT Prevention Grant Program as described in the authorizing legislation and the ORT Prevention Grant Proposal Instruction Packet.**
Program Purpose Areas (PPAs):	**PPA 1: Organized Retail Theft** **PPA 2: Motor Vehicle or Motor Vehicle Accessory Theft**
Funding Category Information	**Applicants may apply for funding in a Medium Scope OR Large Scope Category. The maximum an applicant may apply for is up to $6,125,000 in the Medium Scope category OR up to $15,650,000 in the Large Scope category. Applicants may apply for any dollar amount up to and including the maximum grant amount identified in each category. Multi-agency partnerships (determined as Medium Scope OR Large Scope) may apply for up to the maximum grant award in that category, multiplied by the number of partnering eligible applicants. For Example: Four (4) eligible applicants in the Medium Scope category may submit one (1) application for up to $24,500,000 o $6,125,000 (Medium Scope Max) x 4 (# of Agencies) = $24,500,000 Two (2) eligible applicants in the Large Scope category may submit one (1) application for up to $31,300,000 o $15,650,000 (Large Scope Max x 2 (# of Agencies) = $31,300,000 Please reference pages 10-12 in the ORT Prevention Grant Proposal Instruction Packet for additional information.**
Funding Category	**Medium Scope (Up to $6,125,000)**
SECTION IV - PROPOSAL NARRATIVE AND BUDGET	**This section requests responses to the Rating Factors identified in the the ORT Prevention Grant Program Application Instruction Packet.**

Proposal Narrative Instructions	**The Proposal Narrative must address the Project Need, Project Description, Project Organizational Capacity and Coordination, and Project Evaluation and Monitoring Rating Factors as described in the ORT Prevention Grant Instruction Packet (refer to pages 20-24). A separate narrative response is required for each Rating Factor as described below: The Project Need narrative may not may not exceed 6,711 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately three (3) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Description narrative may not may not exceed 11,185 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately five (5) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Organizational Capacity and Coordination narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. The Project Evaluation and Monitoring narrative may not may not exceed 4,474 total characters (includes punctuation, numbers, spacing and any text). In Microsoft Word, this is approximately two (2) pages in Arial 12-point font with one-inch margins on all four (4) sides and at 1.5-line spacing. A character counter is automatically enabled that shows the number of characters used and the remaining number of characters before the limit for each response is met. If the character limit is exceeded, a red prompt will appear with the message "You have exceeded the character limit". Applicants will be prohibited from submitting the ORT Prevention Grant Program Application until they comply with the character limit requirements. NOTE: It is up to the applicant to determine how to use the total word limit in addressing each section, however as a guide, the percent of total point value for each section is provided in the ORT Prevention Grant Proposal Instruction Packet (refer to page 15).**
Project Need	**Need to be Addressed** **Organized retail and auto theft pose significant challenges to the City (population 50,843, U.S. Census, 2022) and the Delano Police Department (DPD), threatening public safety, economic stability, and community well-being, leading to financial losses, increased insurance rates, and potential safety risks. The DPD seeks funding to implement proven, effective strategies that aim to prevent and combat the rise in organized retail and auto theft, safeguard local businesses, and protect community members.** **Organized theft crimes directly threaten Delano’s public safety and often involve sophisticated networks and individuals willing to resort to violence. These networks may engage in other criminal activities, such as drug trafficking or human exploitation. Such criminal elements increase the risk of harm to Delano shoppers and employees.**

Organized theft has also created significant economic implications for Delano's businesses, communities, and individuals. Retailers face financial losses due to stolen merchandise, property damage, and increased security expenses, which impact the local economy, job stability, and consumer prices.

Processes Used to Determine the Need

The DPD works closely with retailers and law enforcement agencies, including Kern County Sherriff's Office and the City of McFarland's law enforcement, to assess crime patterns and trends and determine the need for, and level of, intervention. The DPD relies on its crime analyst to perform data analysis and intelligence gathering. They utilize crime statistics, incident reports, and information from local businesses to identify patterns, trends, and hotspots related to organized retail and auto theft. By examining the data, the DPD gains insights into the magnitude of organized crime theft, the methods used by criminals, and the areas requiring targeted interventions. Engaging in regular communication, collaborating on investigations, and sharing information aids in the identification of organized crime networks.

How is Need Related to the Grant Program Intent

The DPD's request for funding and project activities outlined in this application aligns with BSCC's goal to support local law enforcement in preventing and responding to organized retail and auto theft, including the purchase of Flock cameras, drone technology, and other strategies such as increasing vehicle patrols proven to help reduce and deter criminal theft activity.

Conditions Contributing to Organized Theft Crime in Delano

Several conditions in Delano contribute to the problem of organized retail and auto theft crimes and networks, including Delano's proximity to major freeways and transportation routes, making it an attractive target for organized theft groups. Easy access to U.S. Route 99 running north/south through Delano allows for a quick getaway route and facilitates the transportation of stolen goods or vehicles to other locations for resale or further criminal activities.

Delano experiences socioeconomic challenges, including a high unemployment rate of nearly 29% (May 2023, Employment Development Department), high poverty (Median Household Income of $48,344 in 2022), and income inequality, which may entice individuals to turn to organized theft for money.

Delano's vibrant retail sector, including new retail superstores like Walmart, Home Depot, and ALDI, presents lucrative opportunities for organized theft. The presence of valuable merchandise and high customer traffic make retail businesses attractive targets for theft. Limited surveillance systems, lack of retail-trained security

personnel, or inadequate anti-theft devices create vulnerabilities that organized theft networks exploit.

Delano's Organized Theft Crime Data

Larceny is the largest theft type in the City and includes shoplifting, theft from buildings, theft from motor vehicles, and theft of vehicle parts and accessories. According to Crimegrade.org, Delano's crime rate is in the 3rd percentile for safety, meaning 97% of U.S. cities are safer than Delano. The same report gave the City an Overall Crime Grade of "F" with a Property Crime Grade of "D-," indicating that the City's property crime rate is higher than the average U.S. city. Delano is in the 23rd percentile for property crime safety and the 10th percentile for vehicle theft, meaning 77% of U.S. cities and 90% of U.S. cities are safer from property crime than Delano.

Since 2020, a total of 3,163 citywide theft reports—including stolen vehicles—have occurred, with an approximate value of $4.2 million. Most of these thefts are committed in retail areas, especially the Delano Marketplace—a 47-acre development on Woollomes Avenue located just west of Highway 99, which consists of eleven commercial buildings with numerous tenants, including a Walmart Superstore, Home Depot, and other retail businesses. In the past four years, more than 11% of citywide thefts have taken place at The Marketplace.

In response, the DPD has increased the number of officer-initiated patrol checks in areas where higher retail theft crimes occur. Only five months into 2023, there were 4,016 citywide officer-initiated patrol checks, of which 269 were at the Marketplace. The DPD recently installed 20 Flock cameras to help identify vehicles involved in theft crimes which have helped deter theft incidents. Due to the positive impact of these cameras in investigations and reducing theft, the DPD desires to expand its surveillance to address the growing rise in organized theft.

The costs incurred by businesses to combat organized theft, such as increasing security measures or replacing stolen goods, are often passed on to consumers in the form of higher prices, placing an additional burden on residents who may already be facing economic challenges. As of July 2022, Delano's median household income (MHI) was $48,344, with a poverty rate of 18.7% (U.S. Census Bureau). CalEnviroScreen 4.0, 2022 update shows that Delano is in the top 25% of disadvantaged communities.

Grant Funding Justification

Organized theft significantly threatens Delano's public safety and the local economy. Grant funds will be utilized to invest in technology and equipment to address organized retail and auto theft effectively. With additional resources, the DPD can enhance investigations and disrupt organized theft networks, leading to more successful arrests, prosecutions, and the dismantling of criminal networks.

Project Description

DPD's Interventions to Address Organized Theft Crime

The City and DPD seek BSCC funding to carry out the following activities:

1) Rent and install 25 Flock cameras at retail locations throughout the City. FLOCK cameras (also known as license plate readers or LPRs) will enable comprehensive coverage of retail premises, minimizing blind spots and providing a detailed view of activities. The cameras will be connected to DPD's centralized monitoring system to monitor live video feed remotely and receive real-time alerts for suspicious activities. Instant alerts will enable prompt DPD response and intervention when potential theft or criminal behavior is detected.

The presence of FLOCK cameras acts as a deterrent for potential criminals by creating a perception of continuous surveillance, dissuading criminals from targeting the premises. In the event of a theft or criminal activity, recorded footage will help identify perpetrators and their methods of operation and aid investigations, increasing the chances of apprehending thieves and recovering stolen goods.

2) Purchase two patrol vehicles equipped with LPRs. Patrol vehicles equipped with LPRs can cross-reference license plate numbers with the City's database of stolen vehicles. Patrol vehicles equipped with LPRs will actively patrol retail areas like the Marketplace, known for high rates of organized retail theft, to help identify suspicious vehicles involved in theft or criminal activity. LPR systems help identify trends and patterns, anticipate organized theft operations, provide valuable evidence, and aid investigations by providing timelines, connections, and associations.

3) Purchase one drone and hire, train, and certify one drone operator. The drone will be equipped with a high-resolution camera providing a bird's-eye view of the retail premises and surrounding areas. The drone operator will patrol large retail areas quickly and effectively, monitoring parking lots, loading docks, and other vulnerable areas where theft incidents are likely to occur. This aerial surveillance capability will enable early detection of organized theft operations. In the event of a theft, the drone can quickly provide real-time information and track fleeing suspects, providing valuable intelligence for apprehension and recovery efforts. Recorded aerial footage will provide critical details, such as license plate numbers, suspect descriptions, or the sequence of events during a theft. This evidence can support DPD in identifying culprits, linking them to specific incidents, and facilitating successful prosecutions.

The City and DPD will adhere to local regulations and airspace restrictions while deploying the drone for security purposes. Additionally, proper training and certification of the drone operator and compliance with privacy guidelines will be enforced.

Target Population:

The City's Organized Retail and Auto Theft Prevention Project will focus on the Delano Marketplace and other large retail areas within a 2-mile radius of the Marketplace that attract multiple shoppers. These stores are more susceptible to organized retail theft due to the high concentration of stores and valuable merchandise. In 2022, there were 1,105 citywide thefts and 108 Marketplace thefts (with a 3% increase in the first 5 months of 2023).

The DPD will focus on parking lots at retail establishments and known vehicle theft hotspots. Thieves often target parked vehicles to steal valuables or commit auto theft. By implementing enhanced surveillance and increasing police presence, the DPD can deter theft and protect both shoppers and their vehicles.

Addressing Project Needs and Grant Program Intent:

By combining these measures, the DPD's proposed project will achieve comprehensive coverage and a proactive approach to deterring and addressing organized theft. Flock cameras, drone technology, and increased vehicle patrols provide an enhanced surveillance system, thereby preventing and disrupting organized theft, improving response times, and assisting investigations, ultimately making retail areas and parking lots safer for businesses and customers.

Coordination and Collaboration:

In collaboration with Kern County Sherriff's Office and the McFarland Police Department, the DPD will gather intelligence, share information, and develop targeted enforcement strategies. By focusing on disrupting and dismantling these criminal networks, the proposed project will have a lasting impact on reducing organized theft in Delano. The DPD will coordinate and facilitate regular information sharing with retailers, prosecutors, and law enforcement agencies, including updates on emerging theft trends, suspect descriptions, or modus operandi. Timely and accurate information exchange will enhance the DPD's ability to identify and prevent organized theft.

The DPD will coordinate with retailers and other agencies to conduct joint operations and patrols in areas prone to organized retail and auto theft. The DPD may assign dedicated officers to conduct coordinated patrols. These joint operations will foster a collective presence and increase the chances of detecting and deterring criminal activities. The DPD will streamline its case coordination process and work closely with prosecutors and other relevant agencies to gather evidence to prepare strong cases for the effective prosecution of individuals involved in organized theft.

In cooperation with the Transforming Local Communities (TLC) evaluator, the DPD will evaluate the effectiveness of the proposed project by analyzing data, assessing outcomes, and seeking

feedback from collaborating entities. The DPD will regularly convene meetings to discuss challenges, identify areas for improvement, and refine prevention strategies based on collective insights.

Project Goals, Objectives, Outcomes

DPD has identified the following goals, objectives, and impact outcomes for the proposed project:

Goal 1: Reduce organized retail and auto theft incidents in Delano.

Objectives:

-Decrease the number of reported organized retail theft incidents by 15% within the program's first year.
-Reduce motor vehicle thefts by 10% within the program's first year.

Impact outcomes:

-Increased public safety and reduced fear of organized theft crimes.
-Reduced financial losses for retailers and businesses due to stolen merchandise.
-Enhanced economic stability and job security by minimizing the impact of theft-related costs on local businesses.
-Strengthened trust and collaboration between the police department, retailers, and the community.

Goal 2: Disrupt and dismantle organized theft networks operating in Delano.

Objectives:

-Identify and investigate key individuals involved in organized theft activities.
-Gather intelligence and evidence to support the prosecution of organized theft perpetrators.
-Collaborate with relevant law enforcement agencies and prosecutors to dismantle criminal networks through information sharing and coordinated efforts to address multi-jurisdictional organized theft operations.

Impact outcomes:

-Disruption of organized theft networks and reduction in their ability to operate within Delano and Kern County.
-Increased detection and apprehension of key individuals involved in organized theft.
-Improved coordination and intelligence sharing among law enforcement agencies, leading to successful prosecutions and convictions.

Goal 3: Evaluate and improve the effectiveness of the organized retail and auto theft prevention program.

Objectives:

-Establish mechanisms to monitor and evaluate the impact and effectiveness of organized theft prevention strategies.
-Analyze data on theft incidents, arrests, and community feedback to assess the program's outcomes.
-Regularly review and update prevention strategies based on the evaluation results and emerging trends in organized theft.

Impact outcomes:

-Evidence-based improvements and prevention strategies that lead to increased effectiveness in deterring organized theft.
-Continuous refinement of the program's approach based on data analysis and community feedback.
-Enhanced accountability and transparency in addressing organized retail and auto theft.

Rationale for Proposed Activities and Achievement of Goals and Outcomes

By increasing police presence in retail areas, parking lots, and vehicle hotspots, the DPD aims to deter potential thieves, identify suspicious activities, and respond swiftly to theft incidents. This approach will reduce the number of organized theft incidents by creating a visible deterrent and improving the chances of apprehending perpetrators.

The DPD will gather intelligence on organized theft networks, identify key individuals involved, and disrupt theft operations through targeted enforcement efforts. By dismantling these criminal networks, the project will decrease their capacity to commit theft and increase the likelihood of successful prosecutions. By implementing these activities and interventions, the DPD will address the root causes of theft, improve stakeholder collaboration, enhance public awareness and safety, and foster a sense of shared responsibility among community members.

DPD Surveillance Technology Policy on Privacy and Data Collection Security

DPD's Automated License Plate Readers (ALPRs), Policy 434 Manual provides guidance for capturing, storing, and using digital data obtained through the use of ALPR technology. The department uses this technology to convert data associated with vehicle license plates and vehicle descriptions for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates, and missing persons. It may also be used to gather information related to active warrants, suspect interdiction, and stolen property recovery. (Please refer to the City's ALPR policy for more detail).

DPD Racial Bias Policy

DPD's Bias-Based Policing, Policy 401 Manual provides guidance to department members and affirms the department's commitment to policing that is fair and objective. The policy 1) prohibits any bias-based policing, 2) identifies member and supervisor responsibilities, and 3) requires the administration to review the department's performance and produce an annual report. All sworn officers must attend Peace Officer Standards and Training (Post-approved) and a refresher course every five years. Any complaints of racial bias must be collected and provided to the Records Manager for required DOJ reporting.

Established by City Ordinance 1007 in 1997, the Community Law Enforcement Liaison Board (CLELB) was created for additional community participation in Delano Police Department policies, procedures, and practices to ensure fair investigations of citizen complaints. The CLELB consists of nine members of the community, and meetings are open to the public. CLELB goals include 1) increasing citizen awareness and educating the public on policy and procedures of law enforcement as they relate to calls, services, and complaints, 2) promoting positive police-community relations, and 3) helping citizens understand police culture as it relates to enforcement of laws and recruitment and training of officers.

Project Organizational Capacity and Coordination

Organizational Capacity

Chief of Police Tyson Davis possesses 31 years of law enforcement service with the Kern County Sheriff's Office (KCSO) and almost two years with the DPD and oversees the entire department. Administrative Police Commander Jerry Nicholson has been with the DPD for over 21 years and will oversee project and grant management activities. Staff resources, including management, two sworn officers, investigators, and a crime analyst, will engage in patrols, enforcement, investigations, project oversight, data collection and analyses, crime mapping, reporting, joint operations, and other activities deemed necessary for project success.

Partner Coordination and Collaboration

The DPD will collaborate with KCSO and McFarland Police Department (MPD) in criminal investigations, training, sharing intelligence, joint operations, and tracking and apprehending perpetrators across jurisdictions.

Sherriff Donny Youngblood has been with KCSO since 1972 and supervises a staff of over 20. Its theft unit manages over 3,000 burglary/theft investigations annually. MPD, led by Interim Chief of Police Brian Knox, is a full-service department, including patrol and investigations and a drone program to provide aerial support to police operations.

These partnerships offer project value by providing additional resources and assistance in investigations and will enable the DPD to

expand its jurisdictional reach to pursue criminal and organized theft networks. Sharing intel and training opportunities in intelligence gathering, crime analysis, surveillance techniques, and evidence collection will provide the DPD with a broader perspective and increased capabilities, leading to more effective prevention and enforcement.

Project Timeline

The DPD is ready to implement the project. The following tasks will begin as soon as the City signs an executed grant agreement with BSCC.

Implementation: 10/01/23 – 04/30/24

1. Draft and finalize MOUs and obtain signatures from participating retailers.
2. Conduct joint training with retail store staff and law enforcement personnel on the use of Flock cameras and parking lot safety protocols.
3. Determine the frequency and timing of increased parking lot patrols.
4. Rent and install 25 Flock Falcon cameras.
5. Purchase one drone equipped with a camera and hire/certify one drone operator.
6. Purchase two patrol vehicles equipped with LPRs and train officers on how to operate and interpret LPR data.

Service Delivery: 01/01/24 – 12/31/26

1. Conduct regular meetings with stakeholders to assess the effectiveness of the Flock cameras, the drone, and parking lot patrols.
2. Monitor and collect data on the impact of the Flock cameras, drone operations, and increased parking lot patrols on reducing organized retail and auto theft and improving public safety.
3. Share information and coordinate patrols and investigations to help prevent and deter organized theft and apprehend criminals.

Data Evaluation and Grant Closeout: 01/01/27 – 07/01/27

1. TLC and the DPD will collect and analyze data, evaluate project outcomes, and prepare a grant report summarizing the project's achievements, challenges, and outcomes. The DPD will share its report with BSCC and relevant stakeholders.

DPD Management Structure and Decision-making Process

The Chief of Police, Tyson Davis, is responsible for administering the DPD. The Police Commander, Jerry Nicholson, provides general management direction and control across these divisions. Patrol and Investigation Commanders report to Police Commander Nicholson, who reports to the Chief of Police. The Chief of Police and Police

Commander will oversee the proposed project, and Police Commander Jerry Nicholson will be responsible for project and grant management, including working with TLC for project and outcomes evaluation.

Project Sustainability

The DPD will implement the following methods to sustain the project after grant funding ends:
-Evaluate the project's effectiveness and identify the most successful interventions.
-Assess the financial and human resources required to sustain the program.
-Strengthen stakeholder collaboration and explore opportunities for joint funding or cost-sharing arrangements.
-Establish a monitoring and evaluation plan to assess sustainability efforts, measure operational impact, identify areas for improvement, and communicate progress to stakeholders and the public to increase buy-in.

Project Evaluation and Monitoring

Evaluation Plan

Transforming Local Communities (TLC) will evaluate project effectiveness and impact by tracking key indicators and monitoring progress over time, identifying relevant metrics, and designing measurement tools that align with program objectives. TLC will collect and analyze data, provide guidance on data collection methods, survey design, and data management, and help staff make evidence-based decisions. TLC will prepare a full report tailored to BSCC requirements summarizing project findings and recommendations.

Process and Outcome Measures

The DPD has identified the following process measures:

-Measure the extent to which Flock camera placement effectively covers vulnerable areas (e.g., entrances and parking lots).
-Measure the impact of two additional patrol vehicles and the extent to which the LPRs help identify suspicious vehicles or stolen license plates.
-Assess deployment of drone operations, including hiring and certifying a drone operator, adherence to FAA regulations, and use of drone footage for investigations.
-Measure training provided to police officers and relevant personnel on the effective use of Flock cameras, license plate readers, and drone operations.
-Assess the level of coordination and collaboration between stakeholders involved in the project.
-Measure efficient collection, organization, and utilization of data for investigative purposes and program evaluation.

The DPD will assess the effectiveness of implementing technology

and its impact on reducing organized theft, including:

-Tracking the number of reported organized theft incidents after the installation of Flock cameras at retail locations.
-Assessing the rate of apprehension of suspects involved in organized theft incidents captured by surveillance.
-Measuring the quantity and quality of intelligence gathered through surveillance technology and the recovery rate of stolen merchandise or vehicles.
-Conducting surveys to gauge the perception of the deterrence effect of surveillance technology.
-Gathering feedback from law enforcement on the use of technology in investigations and prosecutions related to organized theft.

Project Monitoring Plan

The DPD will establish a monitoring plan to assess key project activities, track progress, and identify challenges. The DPD will coordinate with TLC to identify appropriate data collection methods, including surveys, interviews, observations, and document reviews. Police Commander Jerry Nicholson will be responsible for the monitoring plan and ensuring that data is collected consistently and accurately and will create a reporting schedule to provide stakeholders with regular updates.
Data Collection and Evaluation

The DPD will collect relevant data, including police department records, incident reports, arrest records, court data, retailer data on theft incidents and losses, and insurance claims. Baseline data will serve as a reference point for evaluating the program's effectiveness, including the number of organized retail and auto theft incidents, motor vehicle thefts, arrest and recovery rates, economic indicators, and community perceptions of safety and engagement. TLC will help develop standardized data collection procedures to ensure consistent and reliable data.

The DPD will facilitate data-sharing agreements with law enforcement partners, retailers, and insurance companies to share data required for project evaluation, including data-sharing protocols, data privacy and security, and defining roles and responsibilities.

Research Design and Methodology

TLC and the DPD will collect quantitative data on key indicators related to the intended outcomes before and after the project to provide a deeper understanding of the program's impact on Delano. TLC and the DPD will conduct interviews with stakeholders, including law enforcement, retailers, and community members, to gather their perceptions and experiences regarding the project's effectiveness. Quantitative data will be collected using statistical methods to assess changes in key indicators and to determine the program's impact on reducing organized theft incidents, increasing recovery rates, and improving economic indicators. Qualitative data collected through

	interviews, focus groups, and incident analyses will provide deeper insights into the project's effectiveness.
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

1._Organized-Retail-Theft-Prevention-Grant-Program-Budget-Attachment.-Delano_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)

2._Appendix_B_Project-Work-Plan_Delano_Final.pdf

Grantee Assurance for Non-Governmental Organizations (Appendix D)

3._Appendix_D_Grantee_Assirances_for_Non-Governmental_Organizations.pdf

Local Impact Letter(s) (Appendix E)

LOS_Kern_County_Sherriff_-_signed.pdf

DMP1A_Limited_Partnership_Endorsement_Letter_-_Flock_Cameras.pdf

DMP2_Limited_Partnership_Endorsement_Letter_-_Flock_Cameras.pdf

DVI_LLC_Endorsement_Letter_-_Flock_Cameras.pdf

Letter(s) of Commitment, (Appendix F)

TLC_Commitment_to_Delano_Retail_Theft_Prevention_Grant_signed.pdf

Policies Limiting Racial Bias

4._Bias-Based_Policing.pdf

Policies on Surveillance Technology

5._ALPRs_Delano_Policy.pdf

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

6._Appendix_G_Certification_of_Compliance_with_BSCC_Polciies.pdf

OPTIONAL: Governing Board Resolution (Appendix H)

7._Appendix_H_Governing-Board-Resolution_Delano.pdf

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

Appendix B: Project Work Plan

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.

<table>
<tr><td>(1) Goal:</td><td colspan="3">> To achieve a measurable decrease in the number of reported incidents of organized retail and auto theft crimes at targeted retail store locations.</td></tr>
<tr><td>Objectives (A., B., etc.)</td><td colspan="3">A. Decrease the number of reported organized retail theft incidents by 15% within the first year of the program.
B. Reduce motor vehicle thefts by 10% within the first year of the program.</td></tr>
<tr><td>Process Measures and Outcome Measures:</td><td colspan="3">▪ Increased public safety and reduced fear of organized theft crimes.
▪ Reduced financial losses for retailers and businesses due to stolen merchandise.
▪ Enhanced economic stability and job security by minimizing the impact of theft-related costs on local businesses.
▪ Strengthened trust and collaboration between the police department, retailers, and the community.</td></tr>
<tr><td colspan="2" rowspan="2">Project activities that support the identified goal and objectives:</td><td rowspan="2">Responsible staff/partners</td><td colspan="2">Timeline</td></tr>
<tr><td>Start Date</td><td>End Date</td></tr>
<tr><td colspan="2">Install 25 Flock cameras, increase vehicle patrols with the purchase of two new vehicles equipped with LPRs, purchase a drone, and hire/certify a drone operator to conduct surveillance at participating retailers.</td><td>DPD, patrol units, drone operator, partner law enforcement agencies, and participating retailers.</td><td>10/01/2023</td><td>12/31/2026</td></tr>
<tr><td colspan="4">List data and sources to be used to measure outcomes: Police department records, incident reports, arrest records, court data, retailer data on theft incidents and losses, insurance claims, number of organized retail and auto theft incidents, motor vehicle thefts, arrest and recovery rates, economic indicators, and community surveys.</td></tr>
</table>

(2) Goal:	> **Disrupt and dismantle organized theft networks operating in Delano.**		
Objectives (A., B., etc.)	A. Identify and investigate key individuals involved in organized retail and auto theft activities. B. Gather intelligence and evidence to support the successful prosecution of organized theft perpetrators. C. Collaborate with relevant law enforcement agencies and prosecutors to dismantle criminal networks through information sharing and coordinated efforts to address multi-jurisdictional organized theft operations.		
Process Measures and Outcome Measures:	▪ Disruption of organized theft networks and reduction in their ability to operate within Delano and Kern County. ▪ Increased detection and apprehension of key individuals involved in organized theft. ▪ Improved coordination and intelligence sharing among law enforcement agencies, leading to successful prosecutions and convictions.		
Project activities that support the identified goal and objectives:		Responsible staff/partners	Timeline
			Start Date / End Date
Intelligence gathering, coordinated investigations with law enforcement agencies, targeted retail operations, financial investigations and asset forfeitures, prosecutor collaboration, community outreach, and ongoing training.		DPD, patrol units, drone operator, partner law enforcement agencies, and participating retailers.	12/31/2024 / 12/31/2026
List data and sources to be used to measure outcomes: Police department records, incident reports, arrest records, court data, retailer data on theft incidents and losses, insurance claims, number of organized retail and auto theft incidents, motor vehicle thefts, arrest and recovery rates, prosecution rates, law enforcement agency data and feedback.			

(3) Goal:	> **Evaluate and improve the effectiveness of the organized retail and auto theft prevention program.**
Objectives (A., B., etc.)	A. Establish mechanisms to monitor and evaluate the impact and effectiveness of organized theft prevention strategies. B. Analyze data on theft incidents, arrests, and community feedback to assess the program's outcomes.

	C. Regularly review and update prevention strategies based on the evaluation results and emerging trends in organized theft.
Process Measures and Outcome Measures:	▪ Evidence-based improvements and prevention strategies that lead to increased effectiveness in deterring organized theft. ▪ Continuous refinement of the program's approach based on data analysis and community feedback. ▪ Enhanced accountability and transparency in addressing organized retail and auto theft.

Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
Monitoring project progress, collecting and evaluating data, tracking key indicators, analyzing data, designing surveys, conducting interviews and focus groups, data management, stakeholder and grant reporting.	TLC and DPD's Police Commander Jerry Nicholson	01/01/2027	07/01/2027
List data and sources to be used to measure outcomes: Qualitative data, including surveys, interviews, focus groups, observation, incident analyses, document reviews, surveillance and security footage, police department records, incident reports, arrest records, court data, retailer data on theft incidents and losses, insurance claims, number of organized retail and auto theft incidents, motor vehicle thefts, arrest and recovery rates, prosecution rates, law enforcement agency data and feedback.			

BSCC CALIFORNIA

CPGP CORRECTIONS PLANNING AND GRANT PROGRAMS

Organized Retail Theft Prevention Grant Program - Project Budget and Budget Narrative	
Name of Applicant: *(i.e., County Sheriff's Office, County Probation Department, or City Police Department)*	*City of Delano Police Department (DPD)*
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	$98,307.00
2. Services and Supplies	$0.00
3. Professional Services or Public Agencies	$0.00
4. Non-Governmental Organization (NGO) Subcontracts	$0.00
5. Data Collection and Evaluation	$75,000.00
6. Equipment/Fixed Assets	$390,000.00
7. Financial Audit (Up to $25,000)	$25,000.00
8. Other (Travel, Training, etc.)	$23,294.00
9. Indirect Costs	$22,160.00
TOTAL	**$633,761.00**

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Drone Operator	$27 per hour x 2,080 hours	$56,160.00
Project and Grant Management	$68 per hour x 245 hours	$16,660.00
Fringe Benefits	Fringe Benefits for the Drope Operator and Project/Grant Management - calculated at 35%	$25,487.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$98,307.00**

1b. Salaries & Benefits Narrative:

1) The City requests $56,160 to hire a full-time (FTE 1.0) drone operator to carry out drone surveillance activities at a rate of $27 per hour for 2,080 hours.
2) The City also requests $16,660 for Project and Grant Management activities. These activities will be carried out by the Delano Police Department's Administrative Commander, Jerry Nicholson, at a rate of $68 per hour for 245 hours. Year 1 Implementation – 50 hours; Years 1-3 Data Collection – 155 hours; Data evaluation and grant closeout – 40 hours (245 hours x $68 per hour).
3) Fringe benefits are for the Drone Operator and for Administrative Commander Jerry Nicholson to perform project and grant management activities. The City's current fringe rate is 35% and includes payroll taxes and health benefits.

2a. Services and Supplies

Description of Services or Supplies	Calculation for Expenditure	Total
Not applicable		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
TOTAL		**$0.00**

2b. Services and Supplies Narrative:

Not applicable

3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
Not applicable		$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		$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
External Evaluation performed by TLC	Transforming Local Communities (TLC) will provide data collection and evaluation for the grant.	$75,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	**$75,000.00**

5b. Data Collection and Evaluation Narrative

1) The City will contract with an external evaluator, Transforming Local Communities, Inc. (TLC), to provide comprehensive evaluation services to assess the effectiveness and impact of the proposed project in alignment with the BSCC grant reporting and evaluation requirements. The City has set aside $75,000 for this budget line item. Services rendered will include program evaluation, impact assessment, performance measurement, data collection and analysis, and reporting and recommendations. The evaluation will comply with BSCC's grant reporting and evaluation requirements. The Delano Police Department will supervise all reporting and will be the single contact for BSCC.

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
Initial Cost to Rent 25 Flock Falcon Cameras	25 Flock Falcon cameras x $3,000 per camera for the first year	$75,000.00
Flock Falcon Cameras Annual Fee for Years 2-3	25 Flock cameras x $3,000 per camera x 2 years	$150,000.00
Patrol vehicles equipped with LPRs	2 patrol vehicles with License Plate Readers (LPRs) at $60,000 per vehicle	$120,000.00
Drone equipped with camera	1 drone with camera x $45,000	$45,000.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTALS	**$390,000.00**

6b. Equipment/Fixed Assets Narrative

The City will purchase the following equipment/technology to help the Delano Police Department combat organized retail and auto theft:
1) Initial cost to rent 25 Flock Falcon cameras to be installed at strategic retail locations throughout Delano at the cost of $3,000 per camera for the first year.
2) Annual fee for 25 Flock Falcon cameras for years two and three at the cost of $3,000 per camera.
3) Two vehicle patrol cars equipped with license plate readers (LPRs) at a cost of $60,000 each.
4) A drone equipped with a camera system at a cost of $45,000.

7a.Financial Audit		
Description	Calculation for Expense	Total
CPA External Financial Audit	$25,000 set aside for the City to prepare a CPA external financial audit.	$25,000.00
		$0.00
		$0.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$25,000.00**

7b. Financial Audit) Narrative:

1) The City will contract an external CPA to conduct a certified financial audit. The City has set aside $25,000 for this BSCC requirement.

8a.Other (Travel, Training, etc.)		
Description	Calculation for Expense	Total
Drone Operator Training and Certification	Training and certification for one drone operator x $500	$500.00
Flock Falcon Camera Implementation	21 Flock Falcon cameras x $650 Standard Implementation fee; 4 Flock Falcon cameras x $1,900 Advanced Implementation fee	$21,250.00
Grantee Travel to Sacramento	1 staff member x 3 trips	$1,544.00
		$0.00
		$0.00
		$0.00
	TOTAL	**$23,294.00**

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

1) The City requests $500 to cover the cost of training a drone operator and obtaining a Part 107 certificate to ensure compliance with the Federal Aviation Administration (FAA) laws and regulations governing drone operation for police operations.
2) The City requests $21,250 to implement 21 Flock Falcon cameras at the Standard Implementation fee cost of $650 (city/county right-of-ways) and 4 Flock Falcon cameras at the Advanced Implementation fee cost of $1,900 (Caltrans right-of-ways).
3) The City requests $1,544 to cover travel for three separate grantee meetings in Sacramento for one staff member. Expenses include $123 for lodging per night, $64 for M&IE per day, and $327.50 round trip mileage x 3 trips ($0.65.5 mileage x 500 miles per trip).

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.	$22,160	$22,160
If using Option 1) grant funds allocated to Indirect Costs may not exceed:	***$0***	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization **has** a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	$0	$0
If using Option 2) grant funds allocated to Indirect Costs may not exceed:	***$0***	
*Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns **red**, please adjust it to not exceed the line-item noted.* TOTAL	**$22,160**	**$22,160**

9b. Indirect Costs Narrative:

1) The City does not have an executed cost rate agreement and will use the 10% de minimis cost rate. Indirect costs for the proposed project include salaries and fringe, external evaluation, financial audit, Flock Falcon camera implementation, travel, and drone operator training ($221,601 x .10 = $22,160).

DMP1A LIMITED PARTNERSHIP

June 19, 2023

Mr. Ricardo Goodridge, CPGP Deputy Director
Board of State and Community Corrections
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Subject: Commitment to Collaborate on the Delano Organized Retail and Auto Theft Prevention Project

Dear Mr. Goodridge,

It is with great pleasure to collaborate with the City of Delano's Police Department on its Organized Retail and Auto Theft Prevention Project. DMP1A Limited Partnership developed and owns number of retail and commercial properties within the Delano MarketPlace with national and regional tenants and businesses such as Ross, DD's, Big5 Sporting Goods, Famous Footwear, Dollar Tree, Five Below, and the HyattPlace Hotel. This project will play a critical role in addressing the significant problem of organized retail theft within the city. It will positively impact the community's overall safety, security, and economic future.

Organized retail theft has emerged as a persistent and growing concern in the City of Delano, impacting local businesses and the well-being of its residents. The coordinated efforts of criminal networks involved in these thefts pose a significant threat to our region's economic stability and the safety of consumers, residents, and store employees. We must take proactive measures to address this issue and safeguard the interests of our community.

Delano MarketPlace is a 45 acre commercial and retail development on Woollomes Avenue located just west of Highway 99, which consists of fourteen (14) commercial buildings with multitude of businesses, restaurants, and stores, including a Walmart Superstore, the HyattPlace hotel, Ross, DD's, Big5 Sporting Goods, Dollar Tree, Five Below, IHOP, Mc Donald's, Taco Bell, Panda Express, Starbucks, Ono Hawaiian, Western Dental, and other retail businesses. There are, also, other surrounding developments and businesses including the Maya Cinemas, Aldi, the Home Depot, In-N-Out, Chipotle, Jollibee and more planned and under construction developments that includes a new 40-acre retail, entertainment, and lifestyle center with national big box stores that are adjacent to each other and within walking distance of one another. These developments play a crucial role in Delano's local economy, including creating job opportunities, generating tax revenue for the City, enhancing consumer choices, spurring business growth, and increasing property values.

We will coordinate with the Delano Police Department to establish lines of communication and promote a unified effort to reduce the number of retail and auto theft attempts in Delano Marketplace and other nearby retail and residential developments, including participating in community meetings organized by the police department, sharing information on security protocols and best practices, and actively supporting community policing efforts and investigations. The installation of 25 Flock cameras, four electric bikes, two additional vehicle patrols equipped with license plate readers, and drone surveillance at Delano Marketplace and other strategic locations will increase security in our retail establishments and provide a safer environment for retailers and consumers, boosting confidence in the retail sector and encouraging economic growth for this severely disadvantaged city.

We wholeheartedly endorse the City of Delano's Organized Retail Theft Prevention Grant Program application. We request that the Board of State and Community Corrections consider this application favorably, recognizing the urgent need to address this serious issue.

Sincerely,

Justin Huang
General Partner

9680 Flair Drive • El Monte, CA 91731 • TEL 626.444.6668 • FAX 626.444.6698

THE Vineyard

DMP2 LIMITED PARTNERSHIP

June, 19 2023

Mr. Ricardo Goodridge, CPGP Deputy Director
Board of State and Community Corrections
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Subject: Commitment to Collaborate on the Delano Organized Retail and Auto Theft Prevention Project

Dear Mr. Goodridge,

It is with great pleasure to collaborate with the City of Delano's Police Department on its Organized Retail and Auto Theft Prevention Project. DMP2 Limited Partnership owns and is developing number of retail and commercial properties within the Vineyard with national and regional tenants and businesses. Maya Cinemas has been in operation for several years, providing quality entertainment the residents of the city, and several big box stores are in development to provide quality shopping experiences to the residents of the city. This project will play a critical role in addressing the significant problem of organized retail theft within the city. It will positively impact the community's overall safety, security, and economic future.

Organized retail theft has emerged as a persistent and growing concern in the City of Delano, impacting local businesses and the well-being of its residents. The coordinated efforts of criminal networks involved in these thefts pose a significant threat to our region's economic stability and the safety of consumers, residents, and store employees. We must take proactive measures to address this issue and safeguard the interests of our community.

The Vineyard is 40 acre commercial and retail development on Woollomes Avenue located just west of Highway 99, which consists of and will consist of multitude of businesses, restaurants, and stores such as the Maya Cinemas, and several national big box stores. Also, there are other surrounding developments and businesses including the HyattPlace hotel, Ross, DD's, Big5 Sporting Goods, Dollar Tree, Five Below, IHOP, Mc Donald's, Taco Bell, Panda Express, Starbucks, Ono Hawaiian, Western Dental, Aldi, the Home Depot, In-N-Out, Chipotle, Jollibee and more that are adjacent to each other and within walking distance of one another. These developments play a crucial role in Delano's local economy, including creating job opportunities, generating tax revenue for the City, enhancing consumer choices, spurring business growth, and increasing property values.

We will coordinate with the Delano Police Department to establish lines of communication and promote a unified effort to reduce the number of retail and auto theft attempts in Delano Marketplace and other nearby retail and residential developments, including participating in community meetings organized by the police department, sharing information on security protocols and best practices, and actively supporting community policing efforts and investigations. The installation of 25 Flock cameras, four electric bikes, two additional vehicle patrols equipped with license plate readers, and drone surveillance at Delano Marketplace and other strategic locations will increase security in our retail establishments and provide a safer environment for retailers and consumers, boosting confidence in the retail sector and encouraging economic growth for this severely disadvantaged city.

We wholeheartedly endorse the City of Delano's Organized Retail Theft Prevention Grant Program application. We request that the Board of State and Community Corrections consider this application favorably, recognizing the urgent need to address this serious issue.

Sincerely,

Justin Huang
General Partner

9680 Flair Drive, Suite 105 • El Monte CA 91731 • TEL 626.444.6668 • FAX 626.444.6698

DELANO
VALLEY INVESTMENT, LLC

June 19, 2023

Mr. Ricardo Goodridge, CPGP Deputy Director
Board of State and Community Corrections
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

Subject: Commitment to Collaborate on the Delano Organized Retail and Auto Theft Prevention Project

Dear Mr. Goodridge,

It is with great pleasure to collaborate with the City of Delano's Police Department on its Organized Retail and Auto Theft Prevention Project. Delano Valley Investment, LLC developed and owns number of retail and commercial properties within the Delano MarketPlace with national and regional tenants such as Mc Donald's, Taco Bell, Panda Express, the US Army and the Marines recruiting offices, and numerous locally owned restaurants and stores. This project will play a critical role in addressing the significant problem of organized retail theft within the city. It will positively impact the community's overall safety, security, and economic future.

Organized retail theft has emerged as a persistent and growing concern in the City of Delano, impacting local businesses and the well-being of its residents. The coordinated efforts of criminal networks involved in these thefts pose a significant threat to our region's economic stability and the safety of consumers, residents, and store employees. We must take proactive measures to address this issue and safeguard the interests of our community.

Delano MarketPlace is a 45 acre commercial and retail development on Woollomes Avenue located just west of Highway 99, which consists of fourteen (14) commercial buildings with multitude of businesses, restaurants, and stores, including a Walmart Superstore, the HyattPlace hotel, Ross, DD's, Big5 Sporting Goods, Dollar Tree, Five Below, IHOP, Mc Donald's, Taco Bell, Panda Express, Starbucks, Ono Hawaiian, Western Dental, and other retail businesses. There are, also, other surrounding developments and businesses including the Maya Cinemas, Aldi, the Home Depot, In-N-Out, Chipotle, Jollibee and more planned and under construction developments that includes a new 40-acre retail, entertainment, and lifestyle center with national big box stores that are adjacent to each other and within walking distance of one another. These developments play a crucial role in Delano's local economy, including creating job opportunities, generating tax revenue for the City, enhancing consumer choices, spurring business growth, and increasing property values.

We will coordinate with the Delano Police Department to establish lines of communication and promote a unified effort to reduce the number of retail and auto theft attempts in Delano Marketplace and other nearby retail and residential developments, including participating in community meetings organized by the police department, sharing information on security protocols and best practices, and actively supporting community policing efforts and investigations. The installation of 25 Flock cameras, four electric bikes, two additional vehicle patrols equipped with license plate readers, and drone surveillance at Delano Marketplace and other strategic locations will increase security in our retail establishments and provide a safer environment for retailers and consumers, boosting confidence in the retail sector and encouraging economic growth for this severely disadvantaged city.

We wholeheartedly endorse the City of Delano's Organized Retail Theft Prevention Grant Program application. We request that the Board of State and Community Corrections consider this application favorably, recognizing the urgent need to address this serious issue.

Sincerely,

Justin Huang
Manager

9680 Flair Dr. • El Monte, CA 91731 • TEL 626.444.6668 • FAX 626.444.6698

DONNY YOUNGBLOOD
Sheriff-Coroner
Public Administrator

SHERIFF'S OFFICE
COUNTY OF KERN

Telephone (661) 391-7500

1350 Norris Road
Bakersfield, California 93308-2231

May 31, 2023

Mr. Ricardo Goodridge, CPGP Deputy Director
Board of State and Community Corrections
2590 Venture Oaks Way, Suite 200
Sacramento, CA 95833

RE: Delano Retail and Auto Theft Prevention Project

Dear Mr. Goodridge,

I am writing this letter on behalf of the Kern County Sheriff's Office to express our strong support for the City of Delano's application for the Organized Retail Theft Prevention Grant. The City's Police Department is committed to combatting the problem of retail and auto theft effectively. The proposed initiatives and strategies outlined in their application, including the implementation of Flock LPR cameras, drone, bike, and vehicle patrol units, the establishment of collaboration networks with neighboring jurisdictions and retailers, and the provision of specialized training to law enforcement personnel, indicate a comprehensive and well-thought-out approach.

By investing in prevention, detection, and intervention measures, the City of Delano Police Department aims to create a more secure retail environment, deter criminal activities, and disrupt the operations of organized retail theft networks. Furthermore, we believe that supporting the City's efforts aligns with the broader goals of the Board of State and Community Corrections to promote public safety, crime reduction, and collaboration between local law enforcement agencies and the community. The successful implementation of the Delano Retail and Auto Theft Prevention Project would serve as a model for other jurisdictions facing similar challenges.

The proposed project will involve sharing intelligence and information between the City of Delano and the Kern County Sheriff's Office. This exchange of data will contribute to a broader understanding of criminal networks, their operations, and their potential connections to other areas within Kern County. Shared intelligence will assist in identifying and dismantling larger criminal organizations involved in organized retail theft and strengthen the overall effectiveness of law enforcement efforts in the county.

The Kern County Sheriff's Office may assist the City by responding to incidents, conducting investigations and providing expertise to bolster the effectiveness of the organized retail theft prevention initiatives in Delano. The project may involve providing specialized training to law enforcement personnel within the Kern County Sheriff's Office that encompasses areas such as recognizing organized retail theft patterns, investigating retail and auto theft crimes, and implementing other preventative measures. Proper resource management and allocation will be necessary to ensure the success of the project without compromising services in other areas of Kern County.

Uniting our crime reduction efforts will have a positive impact on the county's crime rates. By preventing and/or disrupting criminal activities, the project will lead to a decrease in organized retail and auto theft incidents not only within Delano but also in neighboring jurisdictions within Kern County. This reduction in crime rates would contribute to enhancing public safety and improving the overall quality of life for residents and visitors of Kern County. For these reasons, we urge you to provide funding for this worthy endeavor.

Thank you for your serious consideration.

Sincerely,

Sheriff Donny Youngblood
County of Kern

/hh

TRANSFORMING
LOCAL COMMUNITIES

June 1, 2023

To: Board of State and Community Corrections

Re: Delano Retail and Auto Theft Prevention Project

This letter confirms that Transforming Local Communities, Inc. (TLC) agrees to partner on the Organized Retail Theft Prevention Grant Program proposal being submitted by the City of Delano. As a part of this grant, TLC agrees to provide comprehensive evaluation services to the City of Delano and assess the effectiveness and impact of the Delano Retail and Auto Theft Prevention Project. Per a signed agreement, TLC will provide the following:

1. Program Evaluation: TLC will conduct both formative and summative evaluation of the Delano Retail and Auto Theft Prevention Project, assessing its implementation, outcomes, and overall effectiveness. We will gather data and information through interviews, surveys, and data tracking to measure program success and identify areas for improvement. The evaluation will help the Delano Police Department (DPD) understand the project's strengths and weaknesses, make informed decisions, and allocate resources efficiently.
2. Impact Assessment: TLC will assess the impact on the City, including long-term effects and changes in social, economic, and environmental conditions. Through rigorous data collection and analysis, TLC will help the DPD determine the extent to which the project has achieved its intended outcomes and made a positive difference in the lives of community members and businesses.
3. Performance Measurement: TLC will assist the DPD in establishing performance measurement systems to track key indicators and monitor progress over time. We will work closely with the Chief of Police and staff analysts to identify relevant metrics and design measurement tools that align with program objectives. By implementing performance measurement systems, the Police Department can regularly track their progress, identify areas of success, and address any challenges or gaps in the project.
4. Data Collection and Analysis: TLC will collect and analyze data related to the Police Department's project and provide guidance on data collection methods, survey design, and data management. Through advanced data analysis techniques, such as statistical modeling and qualitative analysis, TLC will help staff make evidence-based decisions and derive meaningful insights from the data.
5. Reporting and Recommendations: Upon completing each evaluation, TLC will prepare a comprehensive report that summarizes project findings and recommendations. This report will provide the DPD with a clear understanding of the strengths and weaknesses of their project, along with actionable recommendations for improvement. Reports will be tailored to the specific needs and requirements of the Board of State Community Corrections Organized Retail Theft Prevention Grant Program, ensuring that the information provided is relevant and useful for decision-making.

We look forward to working with the DPD and lending our expertise in program evaluation, impact assessment, performance measurement, data analysis, and capacity-building to empower the City of Delano to make informed decisions, improve program effectiveness, and create positive change within the Delano community. Please do not hesitate to contact me directly at 661-619-2735 or dking@tlcprofessionals.com if you need further information.

Sincerely,

Dixie L. King, Ph.D.
President/Senior Research Associate

Bias-Based Policing

401.1 PURPOSE AND SCOPE

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

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

401.1.1 DEFINITIONS

Definitions related to this policy include:

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

401.2 POLICY

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

401.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited.

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

401.3.1 CALIFORNIA RELIGIOUS FREEDOM ACT

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

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

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

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

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401.4 MEMBER RESPONSIBILITIES

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

401.4.1 REASON FOR CONTACT

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

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

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

401.4.2 REPORTING OF STOPS

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

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

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

401.5 SUPERVISOR RESPONSIBILITIES

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

(a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.

    1. Supervisors should document these discussions, in the prescribed manner.

(b) Supervisors should periodically review MAV recordings, portable audio/video recordings, Mobile Digital Computer (MDT) data and any other available resource used to document contact between officers and the public to ensure compliance with the policy.

    1. Supervisors should document these periodic reviews.

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2. Recordings or data that capture a potential instance of bias-based policing should be appropriately retained for administrative investigation purposes.

(c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.

(d) Supervisors should take prompt and reasonable steps to address any retaliatory action taken against any member of this department who discloses information concerning bias-based policing.

401.6 ADMINISTRATION

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

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

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

401.7 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)).

401.8 REPORTING TO CALIFORNIA DEPARTMENT OF JUSTICE

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

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

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Automated License Plate Readers (ALPRs)

434.1 PURPOSE AND SCOPE

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

434.2 DEFINITIONS

(a) Automated License Plate Reader (ALPR): A device that uses cameras and computer technology to compare digital images to lists of known information of interest.

(b) ALPR Operator: Trained Department members who may utilize ALPR system/equipment. ALPR operators may be assigned to any position within the Department, and the ALPR Administrator may order the deployment of the ALPR systems for use in various efforts.

(c) ALPR Administrator: The Investigations Bureau Captain or the Chief's designee, serves as the ALPR Administrator for the Department.

(d) Hot List: A list of license plates associated with vehicles of interest compiled from one or more databases including, but not limited to, NCIC, CA DMV, Local BOLO's, etc.

(e) Vehicles of Interest: Including, but not limited to vehicles which are reported as stolen; display stolen license plates or tags; vehicles linked to missing and/or wanted persons and vehicles flagged by the Department of Motor Vehicle Administration or law enforcement agencies.

(f) Detection: Data obtained by an ALPR of an image (such as a license plate) within public view that was read by the device, including potential images (such as the plate and description of vehicle on which it was displayed), and information regarding the location of the ALPR system at the time of the ALPR's read.

(g) Hit: Alert from the ALPR system that a scanned license plate number may be in the National Crime Information Center (NCIC) or other law enforcement database for a specific reason including, but not limited to, being related to a stolen car, wanted person, missing person, domestic violation protective order or terrorist-related activity.

434.3 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates along with the vehicle make, model, color and unique identifiers through the Delano Police Department's ALPR's system and the vendor's vehicle identification technology. The technology is used by the Delano Police Department to convert data associated with vehicle license plates and vehicle descriptions for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, suspect interdiction and stolen property recovery.

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

434.4 ALPR ADMINISTRATOR

The Investigations Division Commander shall be responsible for compliance with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) Only properly trained sworn officers, crime analysts, communication operators, records clerks and police assistants are allowed access to the ALPR system or to collect ALPR information.

(b) Ensuring that training requirements are completed for authorized users.

(c) ALPR system monitoring to ensure the security of the information and compliance with applicable privacy laws.

(d) Ensuring that procedures are followed for system operators and to maintain records of access in compliance with Civil Code § 1798.90.52.

(e) The title and name of the current designee in overseeing the ALPR operation is maintained. Continually working with the Custodian of Records on the retention and destruction of ALPR data.

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

434.5 OPERATIONS

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

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

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

(c) Partial license plates and unique vehicle descriptions reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

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

(e) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert. Once an alert is received, the operator should confirm that the observed license plate from the system matches the license plate of the observed vehicle. Before

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any law enforcement action is taken because of an ALPR alert, the alert will be verified through a CLETS inquiry via MDC or through Dispatch. Members will not take any police action that restricts the freedom of any individual based solely on an ALPR alert unless it has been validated. Because the ALPR alert may relate to a vehicle and may not relate to the person operating the vehicle, officers are reminded that they need to have reasonable suspicion and/or probable cause to make an enforcement stop of any vehicle. (For example, if a vehicle is entered into the system because of its association with a wanted individual, Officers should attempt to visually match the driver to the description of the wanted subject prior to making the stop or should have another legal basis for making the stop.)

(f) Hot Lists. Designation of hot lists to be utilized by the ALPR system shall be made by the ALPR Administrator or his/her designee. Hot lists shall be obtained or compiled from sources as may be consistent with the purposes of the ALPR system set forth in this Policy. Hot lists utilized by the Department's LPR system may be updated by agency sources more frequently than the Department may be uploading them and thus the Department's LPR system will not have access to real time data. Occasionally, there may be errors in the LPR system's read of a license plate. Therefore, an alert alone shall not be a basis for police action (other than following the vehicle of interest). Prior to initiation of a stop of a vehicle or other intervention based on an alert, Department members shall undertake the following:

(1) Verification of status on a Hot List. An officer must receive confirmation, from a Delano Police Department Communications Dispatcher or other department computer device, that the license plate is still stolen, wanted, or otherwise of interest before proceeding (absent exigent circumstances).

(2) Visual verification of license plate number. Officers shall visually verify that the license plate of interest matches identically with the image of the license plate number captured (read) by the LPR, including both the alphanumeric characters of the license plate, state of issue, and vehicle descriptors before proceeding. Department members alerted to the fact that an observed motor vehicle's license plate is entered as a Hot Plate (hit) in a specific BOLO (be on the lookout) list are required to make a reasonable effort to confirm that a wanted person is actually in the vehicle and/or that a reasonable basis exists before a Department member would have a lawful basis to stop the vehicle.

(3) Department members will clear all stops from hot list alerts by indicating the positive ALPR Hit, i.e., with an arrest or other enforcement action. If it is not obvious in the text of the call as to the correlation of the ALPR Hit and the arrest, then the Department member shall update with the Communications Dispatcher and original person and/or a crime analyst inputting the vehicle in the hot list (hit).

(4) General Hot Lists (SVS, SFR, and SLR) will be automatically downloaded into the ALPR system a minimum of once a day with the most current data overwriting the old data.

(5) All entries and updates of specific Hot Lists within the ALPR system will be documented by the requesting Department member within the appropriate general offense report. As such, specific

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Hot Lists shall be approved by the ALPR. Administrator (or his/her designee) before initial entry within the ALPR system. The updating of such a list within the ALPR system shall thereafter be accomplished pursuant to the approval of the Department member's immediate supervisor. The hits from these data sources should be viewed as informational; created solely to bring the officers attention to specific vehicles that have been associated with criminal activity. All Hot Plates and suspect information entered into the ALPR system will contain the following information as a minimum: • Entering Department member's name • Related case number. • Short synopsis describing the nature of the originating call

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

(h) Login/Log-Out Procedure. To ensure proper operation and facilitate oversight of the ALPR system, all users will be required to have individual credentials for access and use of the systems and/or data, which has the ability to be fully audited. Permitted/Impermissible Uses. The ALPR system, and all data collected, is the property of the Delano Police Department. Department personnel may only access and use the ALPR system for official and legitimate law enforcement purposes consistent with this Policy. The following uses of the ALPR system are specifically prohibited:

(1) Invasion of Privacy: Except when done pursuant to a court order such as a search warrant, is a violation of this Policy to utilize the ALPR to record license plates except those of vehicles that are exposed to public view (e.g., vehicles on a public road or street, or that are on private property but whose license plate(s) are visible from a public road, street, or a place to which members of the public have access, such as the parking lot of a shop or other business establishment).

(2) Harassment or Intimidation: It is a violation of this Policy to use the ALPR system to harass and/or intimidate any individual or group.

(3) Use Based on a Protected Characteristic. It is a violation of this policy to use the LPR system or associated scan files or hot lists solely because of a person's, or group's race, gender, religion, political affiliation, nationality, ethnicity, sexual orientation, disability, or other classification protected by law.

(4) Personal Use: It is a violation of this Policy to use the ALPR system or associated scan files or hot lists for any personal purpose.

(5)First Amendment Rights. It is a violation of this policy to use the LPR system or associated scan files or hot lists for the purpose or known effect of infringing upon First Amendment rights.

Anyone who engages in an impermissible use of the ALPR system or associated scan files or hot lists may be subject to:

• criminal prosecution,

• civil liability, and/or

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• administrative sanctions, up to and including termination, pursuant to and consistent with the relevant collective bargaining agreements and Department policies.

434.6 DATA COLLECTION AND RETENTION

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

All ALPR data downloaded to the server should be stored for no longer than thirty (30) days, and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

ALPR vendor, Flock Safety will store the data (data hosting) and ensure proper maintenance and security of data stored in their data towers. Flock Safety will purge their data at the end of the 30 days of storage. However, this will not preclude DPD from maintaining any relevant vehicle data obtained from the system after that period pursuant to the established City of Delano retention schedule mentioned above or outlined elsewhere. Relevant vehicle data are scans corresponding to the vehicle of interest on a hot list.

Restrictions on use of ALPR Data: Information gathered or collected, and records retained by Flock Safety cameras or any other VPD ALPR system will not be sold, accessed, or used for any purpose other than legitimate law enforcement or public safety purposes.

434.7 ACCOUNTABILITY AND SAFEGUARDS

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

(a) All non-law enforcement requests for access to stored ALPR data shall be processed in accordance with applicable law.

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

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

(d) Such ALPR data may be released to other authorized and verified law enforcement officials and agencies for legitimate law enforcement purposes.

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(e) Every ALPR Detection Browsing Inquiry must be documented by either the associated Delano Police case number or incident number, and/or a reason for the inquiry.

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

434.8 POLICY

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

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

The Delano Police Department does not permit the sharing of ALPR data gathered by the City or its contractors/subcontractors for purpose of federal immigration enforcement, pursuant to the California Values Act (Government Code § 7282.5; Government Code § 7284.2 et seq) – these federal immigration agencies include Immigrations and Customs Enforcement (ICE) and Customs and Border Patrol (CPB).

434.9 ALPR DATA DETECTION BROWSING AUDITS

It is the responsibility of the Professional Standards Unit (PSU) Sergeant or the Chief's designee to ensure that an audit is conducted of ALPR detection browsing inquiries at least once during each calendar year. The Department will audit a sampling of the ALPR system utilization from the prior 12-month period to verify proper use in accordance with the above- authorized uses. The audit shall randomly select at least 10 detection browsing inquiries conducted by department employees during the preceding six-month period and determine if each inquiry meets the requirements established in policy section 462.6(e).

The audit shall be documented in the form of an internal department memorandum to the Chief of Police. The memorandum shall include any data errors found so that such errors can be corrected. After review by the Chief of Police, the memorandum and any associated documentation shall be filed and retained by PSU.

434.10 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies when there is a need to know, a right to know or legal obligation to provide the information..

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

(1) The name of the agency.

(2) The name of the person requesting.

(3) The intended purpose of obtaining the information.

(b) The request is reviewed by the Chief of Police or the authorized designee and approved before the request is fulfilled.

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(c) The Chief of Police or the authorized designee will consider the California Values Act (Government Code § 7282.5; Government Code § 7284.2 et seq), before approving the release of ALPR data. The Delano Police Department does not permit the sharing of ALPR data gathered by the City or its contractors/subcontractors for purpose of federal immigration enforcement, these federal immigration agencies include Immigrations and Customs Enforcement (ICE) and Customs and Border Patrol (CPB).

(d) The approved request is retained on file. Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

434.11 TRAINING

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

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