

Title	McFarland Police Department	07/07/2023
	by Brian Knox in Organized Retail Theft Prevention Grant Program	id. 41335650
	bknox@mcfarlandcity.org	

Original Submission 07/07/2023

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

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

Name of Applicant (i.e., Police Department, Sheriff's Department, or Probation Department) **McFarland 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 **Yes: This is a Multi-Agency Partnership Application**

Identification of Multi-Agency Partners **Delano Police Department**

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

Lead Public Agency **Delano Police Department**

Applicant's Physical Address **401 W. Kern Ave
McFarland
Ca
93240
US**

Applicant's Mailing Address (if different than the physical address) **401 W. Kern Ave
McFarland
Ca
93306**

Mailing Address for Payment **401 W. Kern Ave
McFarland
Ca
93240
US**

Tax Identification Number **956005880**

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 **Brian
Knox**

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

Project Director's Physical Address **401 W. Kern Ave
McFarland
Ca
93240
US**

Project Director's
Email Address **bknox@mcfarlandcity.org**

Project Director's
Phone Number **+16617922121**

Financial Officer **Diego
Viramontes**

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

Financial Officer's
Physical Address **401 W. Kern Ave
McFarland
Ca
93240
US**

Financial Officer's
Email Address **dviramontes@mcfarlandcity.org**

Financial Officer's
Phone Number **+16617922102**

Day-To-Day Program
Contact **Brian
Knox**

Day-To-Day Program
Contact's Title **Chief of Police**

Day-To-Day Program
Contact's Physical
Address **401 W. Kern Ave
McFarland
Ca
93240
US**

Day-To-Day Program
Contact's Email
Address **bknox@mcfarlandcity.org**

Day-To-Day Program
Contact's Phone
Number **+16617923210**

Day-To-Day Fiscal
Contact **Diego
Viramontes**

Day-To-Day Fiscal
Contact's Title **Financial Director**

Day-To-Day Fiscal Contact's Physical Address	401 W. Kern Ave McFarland Ca 93240 US
Day-To-Day Fiscal Contact's Email Address	dviramontes@mcfarlandcity.org
Day-To-Day Fiscal Contact's Phone Number	+16617922102
Name of Authorized Officer	Brian Knox
Authorized Officer's Title	Chief of Police
Authorized Officer's Physical Address	401 W. Kern Ave McFarland Ca 93240 US
Authorized Officer's Email Address	bknox@mcfarlandcity.org
Authorized Officer's Phone Number	+16617923210
Authorized Officer Assurances	checked
SECTION III - PROGRAM INFORMATION	This section requests a Project Title, Proposal Summary description, Program Purpose Area(s) selection, and Scope Funding Category selection.
Project Title	Organized Retail and auto theft program
Proposal Summary	This grant will assist the McFarland Police Department and partner agency Delano Police Department in combating the rising incidents of Organized Retail and Auto theft in our adjoining jurisdictions through the use of new technology, direct patrol, investigations, data collection and direct data analysis. The McFarland and Delano Police Department serve areas of burgeoning retail businesses. We share many thoroughfares including State Highway 99, railways and other highways. The city of McFarland is growing rapidly and adding a railway shipment center, travel plaza along with other new businesses in the next year.

**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
PPA 3: Cargo 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

This project needs funding to identify and combat organized retail crime in our conjoined jurisdictions which is on the rise. We need additional funding for technology like licesne plate readers, drones, data collection, social media tracking and directed patrol operations and additional officers.

Project Description

This project will direct resources to directly impact the incidents of organized retail and auto theft, which have been used to fund organized theft and gang activity in our areas.

Project
Organizational
Capacity and
Coordination

Between the Delano Police Department and the McFarland Police Department we would have the ability to coordinate between our agencies to utilize new resources for the direct enforcement of laws pertaining to organized retail and auto theft. Our jurisdictions are unique as we are surrounded by rural communities sparsely populated and sparsely patrolled by a diminished sheriff's office. The cities of McFarland and Delano are essentially on an island with very few resources at hand or in close proximity in order to combat organized retail and auto theft.

Project Evaluation
and Monitoring

We will be evaluating and monitoring the progress of this grant by data driven statistical data gathered through combined efforts of the McFarland and Delano Police departments. This will be done through reports of incidents of retail and auto thefts and how the additional resources have affected the either reduction in reported crimes or the apprehension of violators.

Budget Instructions

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

Budget Attachment

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

SECTION V -
ATTACHMENTS

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

Project Work Plan (Appendix B)

[**Project-Work-Plan-ORT_2.docx**](#)

Grantee Assurance for Non-Governmental Organizations (Appendix D)

[**Grantee-Assurance-for-Non-Governmental-Organizations-ORT_1.docx**](#)

Local Impact Letter(s) (Appendix E)

[Delano_PD_Letter_002.pdf](#)

Letter(s) of Commitment, (Appendix F)

[Delano_PD_Letter.pdf](#)

Policies Limiting Racial Bias

[Bias-Based_Policing.pdf](#)

[Discriminatory_Harassment.pdf](#)

[Hate_Crimes.pdf](#)

Policies on Surveillance Technology

[Unmanned_Aerial_System__UAS__Operations.pdf](#)

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

[PD_Document.pdf](#)

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

OPTIONAL: n/a
Bibliography

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

Appendix B: Project Work Plan

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

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

(1) Goal:	>		
Objectives (A., B., etc.)	> To combat organized retail and auto theft in order to make a safer community with reduced incidents of theft and related crimes.		
Process Measures and Outcome Measures:	> The process and outcomes will be evaluated by the statistical analysis of retail and auto theft incidents between the City of Delano and McFarland		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> The grant will support the use of license plate reader technology along with unmanned ariel aircraft, patrol vehicles, electric bicycles, officer surveillance operations and joint operations between the McFarland Police Department and the Delano Police Department	> Chief Brian Knox McFarland Police Department and Chief Tyson Davis Delano Police Department	> 10/01/2023	> 10/01/2025
List data and sources to be used to measure outcomes:	> Data will include Crime Index Reporting, hard data obtained from officer involved operations and LPR data.		

(2) Goal:	> Reduction in Theft		
Objectives (A., B., etc.)	> The goal of this grant will be to deter, stop, and enforce incidents of organized retail theft and organized auto theft.		
Process Measures and Outcome Measures:	> The process and outcome measures will be determined on the statistical data showing incidents of organized retail and auto theft incidents from previous years to the years of direct enforcement.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> Use of direct patrol, license plate reader technology, surveillance practices and unmanned ariel drones.	> Sergeant Phillip Garza	10/01/2023	10/01/2025
List data and sources to be used to measure outcomes: > LPR data, computer data, report data			

(3) Goal:	> Reduction in auto theft related to other criminal activity		
Objectives (A., B., etc.)	> Track and combat the use of auto theft as it relates to organized theft when used to commit other crimes such as assaults, thefts, shootings, and homicides.		
Process Measures and Outcome Measures:	> The process and outcome measures will be determined on the statistical data showing incidents of organized retail and auto theft incidents from previous years to the years of direct enforcement related to peripheral crimes like assaults, shootings, and homicides.		
Project activities that support the identified goal and objectives:	Responsible staff/partners	Timeline	
		Start Date	End Date
> > Use of direct patrol, license plate reader technology, surveillance practices and unmanned ariel drones. and gang officers	> Sergeant Matt Dewar	> 10/01/2023	> 10/01/2025
List data and sources to be used to measure outcomes: > LPR data, computer data, report data			

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

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

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

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

Budget Line Item	Total
1. Salaries & Benefits	\$290,444.00
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	\$328,822.00
7. Financial Audit (Up to \$25,000)	\$25,000.00
8. Other (Travel, Training, etc.)	\$2,941.00
9. Indirect Costs	\$0.00
TOTAL	\$722,207.00

1a. Salaries & Benefits

Description of Salaries & Benefits	(% FTE or Hourly Rate) & Benefits	Total
Police Officers (2)	100% 30.51 Hr. x 2184 hours=\$66,633.84+\$24,835.32 (benefits)	\$182,939.00
Police Sergeant	100% 37.18 Hr. X 2184 hours=\$81201.12+\$26,304 (benefits)	\$107,505.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$290,444.00

1b. Salaries & Benefits Narrative:

Salary and benefits are for one sergeant to supervise the Organized Retail Theft Prevention Program and two police officers for investigation and enforcement. These salaries are paid at the middle step in the salary ranges for each classification. Due to the fact the McFarland Police Department does not have a dedicated property crimes unit and all resources are dedicated to routine patrol functions, we would need a full time Organized Retail Theft Team consisting of two officers and one supervisor. A full time unit is necessary as the City of McFarland and the overlapping and bordering agencies, Kern County Sheriff's Office and Delano Police Department, have coinciding investigations in Organized Retail Theft and Organized Auto Theft. None of these agencies has dedicated theft investigation units and due to the low staffing of each agency a full time Organized Retail Theft Unit is needed to combat the high rates of organized theft in our jurisdictions. This full-time unit will be available to assist in the neighboring agencies to prevent, investigate and apprehend Organized Retail Theft violators.

2a. Services and Supplies

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

2b. Services and Supplies Narrative:

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3a. Professional Services

Description of Professional Service(s)	Calculation for Expenditure	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$0.00

3b. Professional Services Narrative

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

4a. Non-Governmental Organization (NGO) Subcontracts

Description of Non-Governmental Organization (NGO) Subcontracts	Calculation for Expense	Total
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$0.00

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

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

5a. Data Collection and Evaluation

Description of Data Collection and Evaluation	Calculation for Expense	Total
Data Collection	Data collection and analysis	\$75,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$75,000.00

5b. Data Collection and Evaluation Narrative

As part of the efforts to evaluate the progress and effectiveness of the Organized Retail Theft grant, the McFarland Police Department will need to expend additional resources in the form of officer hours, evidence downloads,

6a. Equipment/Fixed Assets

Description of Equipment/Fixed Assets	Calculation for Expense	Total
(3) police patrol vehicles	\$48,215.00 vehicle cost + \$30,926 (equipment build out)=\$79,141 x 3	\$237,423.00
(2) electric patrol bicycles	\$5,600 x2	\$11,200.00
10 LPR cameras	10 LPR cameras x \$650= \$6500 + \$30,000 (1 year camera fee) + 2nd year camera fee \$30,000	\$66,500.00
(2) DJI Matrice Drones	2 X 13,699.00	\$13,699.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTALS		\$328,822.00

6b. Equipment/Fixed Assets Narrative

Each officer assigned to the Organized Retail Theft Prevention Program will need a fully equipped patrol vehicle in order to respond to Organized Retail Crime and Organized Auto Thefts. Additionally, in order to deter and combat Organized Retail Theft electric bicycles are extremely useful in maintaining a stealth approach while observing criminal activity and allowing officers to apprehend suspects before they are aware of an officer's presence. Furthermore, electric bicycles can be equipped with License Plate Reader (LPR) technology which allows for better identification and apprehension of vehicles related to Organized Retail Theft. In order to cover all the needed areas of our jurisdiction and the neighboring jurisdictions, additional fixed LPR cameras will be needed. An assessment of our jurisdiction was conducted which recommended the addition of 10 LPR cameras. Drones have become a great law enforcement tool which allows officers to view suspects from distances, which allows officers to maintain a buffer of safety in order to allow for better recognition of threats, maintaining a view of suspects to plan a safe response, identification of stolen property and allowing officers to better plan deescalation tactics to safely take offenders into custody.

7a. Financial Audit

Description	Calculation for Expense	Total
Financial audit	1 X 25,000	\$25,000.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
		\$0.00
TOTAL		\$25,000.00

7b. Financial Audit) Narrative:

The audit provides services to ensure the McFarland Police Department's financial statements are free from material misstatements based on the calculation of generally accepted accounting practices.

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

Description	Calculation for Expense	Total
Travel	Travel to Sacramento (251 miles) x 2 x 3=1506 miles X .35 mile=571.00	\$571.00
Pay for travel time	\$37.18 hr x 8 hr drive time x 8 hours training x 3 days=\$1785	\$1,785.00
Hotel x 3 days	3 days hotel x \$150/day=\$450	\$450.00
Per Diem	3 days per diem \$45/day x 3=\$135	\$135.00
		\$0.00
		\$0.00
TOTAL		\$2,941.00

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

The recommended three days of training to Sacramento, which will be attended by a sergeant from the McFarland Police Department. McFarland is 251 miles from Sacramento, which is about 4 hours travel time each way. This would cause our department to pay for a hotel for the one day training due to the length of the day. The McFarland Police Department will also incur the cost of paying per diem for the officer attending the training along with lodging.

9a. Indirect Costs

For this grant program, indirect costs may be charged using only one of the two options below:	Grant Funds	Total
1) Indirect costs not to exceed 10 percent (10%) of the total grant award. Applicable if the organization does not have a federally approved indirect cost rate.	\$0	\$0
<i>If using Option 1) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
2) Indirect costs not to exceed 20 percent (20%) of the total grant award. Applicable if the organization has a federally approved indirect cost rate. Amount claimed may not exceed the organization's federally approved indirect cost rate.	\$0	\$0
<i>If using Option 2) grant funds allocated to Indirect Costs may not exceed:</i>	\$0	
<i>Please see instructions tab for additional information regarding Indirect Costs. If the amount exceeds the maximum allowed and/or turns red, please adjust it to not exceed the line-item noted.</i>	TOTAL	\$0

9b. Indirect Costs Narrative:

Enter narrative here. You may expand cell height if needed. If using a federally approved indirect cost rate, please include the rate in the narrative.

“INTEGRITY, SERVICE, TRUST”

June 28, 2023

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

RE: McFarland Retail and Auto Theft Prevention Project

On behalf of the City of Delano Police Department, we fully endorse the City of McFarland's application for the Board of State Community Corrections (BSCC) Organized Retail Theft Prevention Grant and are eager to participate in supporting the City's endeavor to curtail retail and auto theft. We believe that the City's proposed project to implement 25 Flock camera systems, two vehicle patrol cars, four electric bike patrols, and drone surveillance at strategic retail locations will significantly contribute to the reduction of organized retail theft within McFarland and have a positive impact on community safety.

As neighboring jurisdictions, the City of Delano and the City of McFarland share common challenges and interests in combating organized retail theft. We recognize the importance of collaborative efforts in addressing this issue effectively. As such, we are committed to working closely with the City of McFarland and are prepared to offer our expertise, resources, and support in the following ways:

Information Sharing: We will actively participate in sharing relevant intelligence, crime trends, and investigative information related to organized retail theft activities in our respective jurisdictions. This collaboration will enable a comprehensive and coordinated approach to tackling these criminal networks in McFarland

Joint Operations: We propose conducting joint operations and task forces with the McFarland Police Department to target organized retail theft rings that operate across jurisdictional boundaries. By combining our efforts, resources, and expertise, we can maximize the impact of enforcement activities and disrupt criminal networks effectively.

Training and Education: As a general practice, the Delano and McFarland Police Departments coordinate ongoing training and education initiatives on organized retail theft prevention, investigation techniques, and the identification of stolen merchandise. This knowledge exchange will contribute to the success of the project and enhance the capabilities of law enforcement agencies in both cities.

Community Outreach: We recognize the importance of community engagement and public awareness in preventing organized retail theft. The Delano Police Department is committed to actively participating in community outreach programs, public education campaigns, and

with efforts with retailers and residents to promote crime prevention and reporting of suspicious activities in McFarland.

Additionally, we anticipate the following impacts as a direct result of McFarland's proposed project:

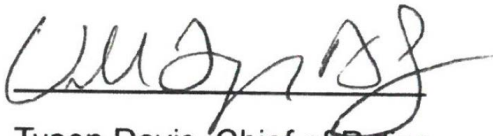
- Increased collaboration between McFarland and Delano Police Departments, including joint operations, intelligence sharing, and coordinated efforts to combat organized retail and auto theft, especially in cases where criminals operate across jurisdictional boundaries.
- Decrease in criminal activity in McFarland and surrounding areas, including Delano, as a result of increased law enforcement presence and improved security measures.
- Increased knowledge exchange and information sharing, including insights into best practices, emerging trends, and innovative approaches to combating organized retail and auto theft.
- Increased capacity to focus on more law enforcement priorities, such as community policing initiatives and proactive crime prevention strategies, as a result of decreased criminal activity.

By supporting the City of McFarland's efforts through collaboration, intelligence sharing, joint operations, and community outreach, the Delano Police Department aims to create a unified front against organized retail theft in our region. We firmly believe that by working together, we can make a significant impact on reducing these crimes and enhancing public safety.

We kindly request the Board of State and Community Corrections to consider the McFarland Retail and Auto Theft Prevention Project favorably. This project will undoubtedly strengthen our collective ability to combat organized retail theft and create safer communities for all residents in the region.

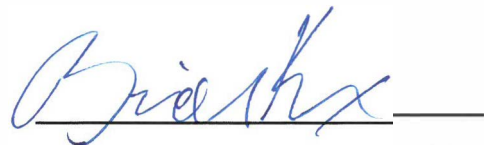
Thank you for your attention to this matter. Should you require any additional information or have any questions, please do not hesitate to contact us.

Sincerely,



Tyson Davis, Chief of Police

City of Delano



Brian Knox, Interim Chief of Police

City of McFarland

Bias-Based Policing

401.1 PURPOSE AND SCOPE

This policy provides guidance to department members that affirms the McFarland 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 McFarland 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 McFarland Police Department is the primary agency, the McFarland 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 Terminal (MDT) data and any other available resource used to document contact between officers and the public to ensure compliance with the policy.
 1. Supervisors should document these periodic reviews.

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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 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 Police Administrative Manager for required reporting to the DOJ (Penal Code § 13012; Penal Code § 13020). See the Records Bureau Policy.

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

401.7 ADMINISTRATION

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

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

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

401.8 TRAINING

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

- (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)).

Unmanned Aerial System (UAS) Operations

607.1 PURPOSE AND SCOPE

The purpose of this policy is to establish guidelines for the use of an unmanned aerial system (UAS) and for the storage, retrieval and dissemination of the images and data captured by the UAS.

607.1.1 DEFINITIONS

Definition related to this policy include:

– **Unmanned Aerial System (UAS)** - An unmanned aircraft of any type that is capable of sustaining directed flight, whether preprogrammed or remotely controlled (commonly referred to as unmanned aerial vehicle (UAV)), and all of the supporting or attached systems designed for gathering information through imaging, recording or any other means.

607.2 POLICY

Unmanned aerial systems may be utilized to enhance the department's mission of protecting lives and property when other means and resources are not available or are less effective. Any use of a UAS will be in strict accordance with constitutional and privacy rights and Federal Aviation Administration (FAA) regulations.

607.3 PRIVACY

The use of the UAS potentially involves privacy considerations. Absent a warrant or exigent circumstances, operators and observers shall adhere to FAA altitude regulations and shall not intentionally record or transmit images of any location where a person would have a reasonable expectation of privacy. Operators and observers shall take precautions to avoid inadvertently recording or transmitting images or areas where there is reasonable expectation of privacy. Reasonable precautions can include, for example, deactivating or turning imaging devices away from such areas or persons during UAS operations.

607.4 PROGRAM COORDINATOR

The Chief of Police will appoint a program coordinator who will be responsible for the management of the UAS program. The program coordinator will ensure that the polices and procedures conform to the current laws, regulations and best practices and will have the following additional responsibilities:

- Coordinating the FAA Certificate of Waiver or Authorization (COA) application process and ensuring that the COA is current.
- Ensuring that all authorized operators and required observers have completed all required FAA and department-approved training in the operation, applicable laws, policies, and procedures regarding use of the UAS.

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- Developing uniform protocol and submission and evaluation of requests to deploy a UAS, including urgent requests made during ongoing or emerging incidents. Deployment of a UAS shall require authorization by the Chief of Police or the authorized designee, depending on the type of mission.
- Developing protocol for conducting criminal investigations involving a UAS.
- Implementing a system for public notification of UAS deployments during critical incidents.
- Developing an operational protocol governing the deployment and operation of a UAS including, but not limited to, safety oversight, use of visual observers, establishment of lost link procedures, and communication with air traffic control facilities.
- Developing a protocol for fully documenting all missions.
- Developing a UAS inspection, maintenance and record-keeping protocol to ensure continuing airworthiness of a UAS, up to and including its overhaul or life limits.
- Developing protocols to ensure that all data intended to be used as evidence are accessed, maintained, stored, and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, authenticity certificates, and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain or custody.
- Developing protocols that ensure retention and purge periods are maintained in accordance with established records retention schedules.
- Facilitating law enforcement access to images and data captured by the UAS.
- Recommending program enhancements, particularly regarding safety and information security.
- Ensuring that established protocols are followed by monitoring and providing periodic reports on the program to the Chief of Police.

607.5 USE OF UAS

Only authorized operators who have completed the required training shall be permitted to operate the UAS. Use of vision enhancement technology (e.g., thermal and other imaging equipment not generally available to the public) is permissible only where there is no protectable privacy interest or when in compliance with exigent circumstances, a search warrant, or court order. In all other instances, legal counsel should be consulted. UAS operations should only be conducted within FAA regulations.

607.6 PROHIBITED USE

The UAS equipment shall not be used:

- To conduct random surveillance activities.
- To harass, intimidate or discriminate against any individual or group.

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- [To conduct personal business of any type. The UAS shall not be weaponized.](#)

607.7 RETENTION OF DATA

[Data collected by the UAS shall be retained as provided in the established records retention schedule.](#)

607.8 ASSISTING OTHER DEPARTMENT (AOD)

[The request from another agency requesting UAS assistance shall be approved by the on-duty supervisor, or the Officer in Command.](#)