

LOS ANGELES POLICE DEPARTMENT



CHARLIE BECK
Chief of Police

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Ref #: 3.5

ERIC GARCETTI
Mayor

July 16, 2015

The Honorable Budget and Finance Committee
c/o Holly Wolcott
Office of the City Clerk
City Hall, Room 395
Los Angeles, California 90012

Honorable Members:

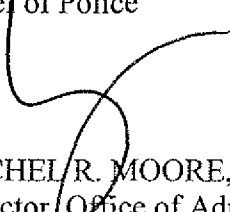
Enclosed for your review are the Los Angeles Police Department's responses to questions that were raised during the Fiscal Year 2015-2016 Budget deliberations:

- The Committee requested a report on the Department's plan to purchase and deploy Body Worn Cameras on every patrol officer in the City and requested information on the Department's plan.
- Relative to the Department's fingerprint backlog, the Committee instructed the Department to report back on other options to address the backlog such as contracting, and with the assistance of the Personnel Department, report on a multi-year hiring strategy to fill critical vacant positions in the Department's Scientific Investigation Division.

We look forward to the opportunity to discuss these issues with you. If you have any questions regarding this information, please contact me at (213) 486-8410.

Very truly yours,

CHARLIE BECK
Chief of Police


MICHEL R. MOORE, Assistant Chief
Director, Office of Administrative Services

Enclosures

Issue on Body Worn Camera: The Committee requested a report on the Department's plan to purchase and deploy Body Worn Cameras on every patrol officer in the City and requested information on the Department's plan.

Findings

On September 17, 2013, Councilmember Mitchell Englander, Chair of the City's Public Safety Committee, introduced a motion (Council File 12-1243) directing the Department to investigate the use and implementation of on-officer camera technology. On December 16, 2014, Councilmember Curren Price, Jr. introduced a motion (Council File 14-1738) directing the Department to report back on the status of a plan to issue body-worn cameras to Department officers. In response to both motions, the Department has forwarded the attached status report, dated March 25, 2015, approved by the Department's Board of Police Commissioners on March 31, 2015, and forwarded to the City Council on April 21, 2015 (Council File 15-0479). The Department's report addressed policy governing the use and retention of body worn video, implementation plan and timeline, and procurement. The attached Policy Special Order No. 12 is included for reference.

The Department's initial status report identified infrastructure modifications to support the body worn video technology as an unknown (at that time) additional cost. The Information Technology Agency and General Services Department are currently developing cost estimates to support the body worn video project. Costs will include network equipment, infrastructure and power upgrades, labor and materials. As each Department facility is unique, a definitive estimate of total costs to improve all LAPD sites cannot be determined until site walks and estimates for each individual facility are completed. The Department expects to complete site walks and be able to provide cost estimates in a report back to Council in August 2015.

Funding Sources – Taking into account the 860 body worn units that have been donated to the Department, the Department had estimated a cost of \$9,100,000 to procure 6,140 additional units for a total of 7,000. In March 2015, it was anticipated that federal grant funds could be made available to the City to offset up to half of the \$9,100,000 total cost. As a result, funding for this project was decreased to only half of the cost of the project (\$4,550,000). Since then, it has been announced that the City may be eligible and can apply for federal funds only up to \$1,200,000.

Upon the assumption that the City will receive the maximum federal grant award of \$1,200,000, there is a projected deficit of \$3,350,000 for body worn camera equipment. An updated estimate for the total cost of the body worn video project, including facility improvements, will be provided in the August 2015 report to Council.

Procurement – The City Attorney is currently evaluating procurement options. A final course of action has not been determined. A procurement recommendation will be included in the August 2015 report to Council.

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 12

April 28, 2015

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON APRIL 28, 2015

SUBJECT: BODY WORN VIDEO PROCEDURES - ESTABLISHED

PURPOSE: The purpose of this Order is to inform Department personnel of the responsibilities and procedures for the use and deployment of Body Worn Video (BWV).

PROCEDURE: Department Manual Section 3/579.15, *Body Worn Video Procedures*, has been established.

I. OBJECTIVES OF BODY WORN VIDEO. The following provisions are intended to provide LAPD Officers with instructions on when and how to use BWV to ensure reliable recording of enforcement and investigative contacts with the public. "Officers," as referenced below, include all sworn personnel. The Department has adopted the use of BWV by uniformed personnel to:

- Collect evidence for use in criminal investigations and prosecutions;
- Deter criminal activity and uncooperative behavior during police-public interactions;
- Assist officers with completing reports and providing testimony in court;
- Promote accountability;
- Assist in resolving complaints against officers including false allegations by members of the public; and,
- Provide additional information for officer evaluation, training, and continuous improvement.

Body Worn Video provides additional information regarding an investigative or enforcement contact with a member of the public. Body Worn Video recordings, however, provide a limited perspective of the encounter and must be considered with all other available evidence, such as witness statements, officer interviews, forensic analyses and documentary evidence, when evaluating the appropriateness of an officer's actions.

II. BODY WORN VIDEO EQUIPMENT. Body Worn Video equipment generally consists of a body-mounted camera with a built-in microphone and a handheld viewing device. The BWV camera is worn on the outside of an officer's uniform, facing forward to make video and audio recordings. The BWV video and audio recordings are stored digitally on the BWV camera and can be viewed on a handheld viewing device or an authorized computer. An officer cannot modify, alter, or delete video or audio once recorded by the BWV camera.

- III. WHEN ACTIVATION OF BODY WORN VIDEO EQUIPMENT IS REQUIRED.** Officers shall activate their BWV devices prior to initiating any investigative or enforcement activity involving a member of the public, including all:
- Vehicle stops;
 - Pedestrian stops (including officer-initiated consensual encounters);
 - Calls for service;
 - Code 3 responses (including vehicle pursuits) regardless of whether the vehicle is equipped with In-Car Video equipment;
 - Foot pursuits;
 - Searches;
 - Arrests;
 - Uses of force;
 - In-custody transports;
 - Witness and victim interviews (except as specified below);
 - Crowd management and control involving enforcement or investigative contacts; and,
 - Other investigative or enforcement activities where, in the officer's judgment, a video recording would assist in the investigation or prosecution of a crime or when a recording of an encounter would assist in documenting the incident for later investigation or review.
- IV. INABILITY TO ACTIVATE PRIOR TO INITIATING ENFORCEMENT OR INVESTIGATIVE ACTIVITY.** If an officer is unable to activate his or her BWV prior to initiating any of these enforcement or investigative activities, the officer shall activate the device as soon as it is practical and safe to do so. As in all enforcement and investigative activities including vehicle and pedestrian stops, the safety of the officers and members of the public are the highest priorities.
- V. RECORDING OF THE ENTIRE CONTACT.** The BWV shall continue recording until the investigative or enforcement activity involving a member of the public has ended. If enforcement or investigative activity with a member of the public resumes, the officer shall activate the BWV device and continue recording.
- VI. DOCUMENTATION REQUIRED FOR FAILING TO ACTIVATE BODY WORN VIDEO OR RECORDING THE DURATION OF THE CONTACT.** If an officer is unable or fails to activate the BWV prior to initiating an enforcement or investigative contact, fails to record the entire contact, or interrupts the recording for any reason, the officer shall set forth the reasons why a recording was not made, was delayed, was interrupted, or was terminated in the comments field of the incident in the Computer Aided Dispatch (CAD) System, Daily Field Activity Report (DFAR), Form 15.52.00, Traffic Daily Field Activity Report, Form 15.52.01, Sergeant's Daily Report, Form 15.48.00, Metropolitan Division Officer's Log, Form 15.52.04 or Gang Enforcement Detail – Supervisor's Daily Report Form, 15.49.00.

Exceptions: Officers are not required to activate and record investigative or enforcement encounters with the public when:

- A witness or victim refuses to provide a statement if recorded and the encounter is non-confrontational;
- In the officer's judgment, a recording would interfere with his or her ability to conduct an investigation, or may be inappropriate, because of the victim or witness's physical condition, emotional state, age, or other sensitive circumstances (e.g., a victim of rape, incest, or other form of sexual assault);
- Situations where recording would risk the safety of a confidential informant, citizen informant, or undercover officer; or
- In patient-care areas of a hospital, rape treatment center, or other healthcare facility unless an enforcement action is taken in these areas.

VII. CONFIDENTIAL NATURE OF RECORDINGS. Body Worn Video use is limited to enforcement and investigative activities involving members of the public. The BWV recordings will capture video and audio evidence for use in criminal investigations, administrative reviews, and other proceedings protected by confidentiality laws and Department policy. Officers shall comply with all applicable laws and policies regarding confidential information including Department Manual Section 3/405, *Confidential Nature of Department Records, Reports, and Information*. Unauthorized use or release of BWV recordings may compromise ongoing criminal and administrative investigations or violate the privacy rights of those recorded. Therefore, any unauthorized use or release of BWV or other violation of confidentiality laws and Department policies are considered serious misconduct and subject to disciplinary action.

VIII. PROHIBITION AGAINST MODIFICATION OF RECORDINGS. Officers shall not copy, edit, alter, erase, or otherwise modify in any manner BWV recordings except as authorized by law or Department policy. Any violation of this provision is considered serious misconduct and subject to disciplinary action.

IX. NOTICE TO MEMBERS OF THE PUBLIC OF RECORDING. Officers are encouraged to inform individuals that they are being recorded when feasible. Officers, however, are not required to obtain consent from members of the public when the officer is lawfully in the area where the recording takes place. For example, an officer who lawfully enters a business or residence shall record any enforcement or investigative activity, as set forth above, and is not required to obtain consent from members of the public who may also be present. In addition, officers are not required to play back BWV recordings to allow members of the public to review the video footage.

X. PROHIBITION AGAINST RECORDING PERSONNEL IN NON-ENFORCEMENT OR INVESTIGATIVE SITUATIONS. Body Worn Video equipment shall only be used in conjunction with official law enforcement and investigative activities involving members of the public. Body Worn Video

shall not be used to record Department personnel during briefings, meetings, roll calls or while in private spaces such as locker rooms or restrooms.

- XI. DEPARTMENT-ISSUED EQUIPMENT ONLY.** Officers assigned BWV equipment shall not use any other non-Department issued video or audio equipment, such as personally owned video or audio recorders, to record enforcement or investigative activities involving members of the public unless expressly authorized by a supervisor. Uniformed supervisory personnel, however, may use digital recording devices other than a BWV to record interviews when conducting use of force or personnel complaint investigations. Nothing in this provision precludes personnel from utilizing authorized still photography equipment.
- XII. PROPERTY OF THE DEPARTMENT.** Body Worn Video equipment and all data, images, video, and metadata captured, recorded, or otherwise produced is the sole property of the Department and any unauthorized release is strictly prohibited.
- XIII. TRAINING REQUIRED.** Officers who are assigned a BWV must complete Department-approved training in the proper use and maintenance of the devices before deploying to the field.
- XIV. INSPECTION AND TESTING OF EQUIPMENT.** The BWV equipment is the responsibility of the assigned officer and will be used with reasonable care to ensure proper functioning and reliability. At the start of a field assignment, officers shall inspect and test their BWV and make sure it is undamaged and operating properly. Officers shall document the results of their inspection in the comments field of "Status Change – SW" entry within CAD, in the comments field of the DFAR or Traffic DFAR, the Sergeant's Daily Report, Gang Enforcement Detail – Supervisor's Daily Report, or Metropolitan Division Officer's Log.
- XV. DAMAGED, MALFUNCTIONING OR INOPERABLE EQUIPMENT.** If an officer's BWV malfunctions or is damaged, the officer shall notify an on-duty supervisor (who shall notify the watch commander) and complete an Employee's Report, Form 15.07.00. The officer is required to provide the malfunctioning or damaged equipment to the kit room officer and obtain a functional BWV before deploying to the field.
- XVI. IDENTIFYING RECORDINGS.** For each incident recorded on a BWV, officers shall identify the event type and other information using the BWV equipment and software that best describes the content of the video (i.e. arrest, traffic stop, report). Body Worn Video recordings, however, are not a replacement for written reports or other required documentation such as a CAD summary or DFAR.
- XVII. STORAGE OF RECORDINGS.** At the end of each shift, officers shall upload all BWV recordings to secure storage by docking the device at the station.
- XVIII. VIEWING OF BODY WORN VIDEO RECORDINGS BY OFFICERS.** The accuracy of police reports, officer statements, and other official documentation is essential for the proper administration of justice and complying with the

Department's obligation to maintain full and complete records of enforcement and investigative activities. Investigators, supervisors, prosecutors, and other officials rely on complete and accurate records to perform their essential duties and responsibilities. Officers are therefore required to review BWV recordings on their assigned device or authorized computer prior to documenting an incident, arrest, search, interview, use of force, or other enforcement or investigative activity to ensure that their reports, statements, and documentation are accurate and complete.

XIX. PROCEDURE FOR REVIEWING BODY WORN VIDEO RECORDINGS IN CATEGORICAL USE OF FORCE INCIDENTS. If an officer is involved in a Categorical Use of Force (CUOF), such as an officer-involved shooting, an officer shall not review his or her BWV until authorized by the assigned Force Investigation Division (FID) investigator. Once authorized, the officer shall review his or her BWV recording, and any other relevant BWV footage as deemed necessary and appropriate by the assigned FID supervisor, prior to being interviewed by investigators. An officer may have an employee representative present during the review of the BWV recordings without the FID investigator or supervisor present. The separating and monitoring of officers involved in a CUOF shall be maintained during the review of BWV recordings and a review shall not occur jointly among involved employees.

XX. DOCUMENTATION OF RECORDINGS. Officers are required to document any portion of an incident captured on the BWV system under the heading "Photos, Recordings, Video, DICV, BWV and Digital Imaging" on all administrative and investigative reports (e.g., "The suspect's spontaneous statements and actions were recorded via BWV"). If an employee is unable to review the BWV recording before submitting a report, the officer must document in this section the circumstances that prevented his or her review. If any portion of an incident resulting in an arrest was captured by BWV equipment, officers shall identify the existence of a BWV recording on all necessary forms including the City Attorney's Disclosure Statement.

XXI. SUPERVISOR'S RESPONSIBILITIES. Supervisors assigned to any unit with BWV-equipped officers shall:

- Ensure that officers assigned BWV equipment have completed Department-required training and are familiar with applicable policies and procedures;
- Conduct periodic inspections of officers assigned BWV equipment and ensure that the BWV cameras are properly affixed to the officers' uniforms and fully operable;
- Ensure officers upload all BWV recordings at the end of their shifts; and,
- Review relevant BWV recordings prior to submitting any administrative reports (e.g. non-categorical use of force investigations, pursuits, officer-involved traffic collisions).

After conducting an inspection of an officer's assigned BWV equipment, the supervisor shall document the inspection in his or her Sergeant's Daily Report. If

any of the BWV equipment is found to be defective, the supervisor must ensure that the equipment is removed from service and immediately replaced. The supervisor must also complete an Employee's Report regarding the defective equipment and notify the system administrator at Information Technology Bureau via email at BWV@lapd.lacity.org. Watch commanders must document the supervisor's findings in their Watch Commander's Daily Report, Form 15.80.00, and take any appropriate action depending on the cause of the problem.

XXII. RECORDINGS IN NON-CATEGORICAL USE OF FORCE INCIDENTS

- SUPERVISOR'S RESPONSIBILITIES. Supervisors investigating Non-Categorical Use of Force (NCUOF) incidents shall, when available, allow involved officers to review their BWV recordings and, if deemed necessary, review other BWV recordings to ensure complete and accurate reports and documentation of the incident.

XXIII. RECORDINGS IN CATEGORICAL USE OF FORCE INCIDENTS

- SUPERVISOR'S RESPONSIBILITIES. Supervisors assigned to any unit with BWV-equipped officers must take possession of an officer's BWV equipment when the officer is involved in a Categorical Use of Force, ensure the recording has stopped, power off the camera, and maintain custody until transferred to FID personnel.

Note: Supervisors, however, shall not view the BWV recording without express authorization of FID.

Force Investigation Division investigators, upon arrival at the scene of a Categorical Use of Force incident, shall take possession of any involved officer's BWV camera and complete the upload process.

XXIV. WATCH COMMANDER'S RESPONSIBILITIES. Watch commanders assigned to any unit with BWV-equipped officers shall:

- Conduct roll call training on expectations, use, and maintenance of the BWV equipment and debrief BWV captured incidents of value;
- Review deviations from BWV policy and procedures and take appropriate action;
- Ensure all BWV anomalies identified by the Area training coordinator have been addressed and any appropriate documentation is returned to the Area training coordinator for commanding officer review;
- Review supervisor inspections regarding defective equipment, systems, and ensure necessary steps are taken to have them repaired;
- Review Sergeant's Daily Reports to ensure inspections of sworn personnel assigned BWV units are being conducted and documented. If field inspections are not properly documented, the watch commander must take appropriate action to correct the deficiency and appropriately document the findings (i.e., Employee Comment Sheet, Form 01.77.00, Supervisor Action Item, Notice to Correct Deficiencies, Form Gen. 78, or a Complaint Form, Form 01.28.00) and the

corrective action taken. The corrective action must also be documented within the Learning Management System (LMS); and,

- Log the appropriate disposition on the Video Evidence Control Log, Form 10.11.05, which must be maintained in the analyzed evidence locker at the concerned Area.

XXV. KIT ROOM OFFICER'S RESPONSIBILITIES. Officers assigned to the kit room shall:

- Conduct daily inspections of all BWV docking equipment to ensure they are active;
- Inspect any BWV devices returned to the kit room as inoperative;
- Assign spare units to sworn personnel who returned their primary unit to the kit room; and,

Note: If found to be defective, the kit room officer must declare the item inoperable and verify that an Employee's Report has been completed. If it is discovered that no documentation exists declaring the item inoperable, the kit room officer must complete an Employee's Report and submit the Employee's Report to the watch commander accompanied with the equipment log at the completion of the officer's shift.

- Provide a copy of the Employee's Report documenting the inoperable equipment to the Area training coordinator along, with any of the inoperable equipment.

XXVI. TRAINING COORDINATOR'S RESPONSIBILITIES. Area training coordinators shall:

- Verify officers have been trained on the use and deployment of BWV;
- Document all employees who have been trained on the use of BWV into the LMS including all traffic officers and reserve officers eligible for field duty;
- Ensure all employees transferring into the Area receive proper training on the use and deployment of BWV;
- Review all Employee's Reports documenting inoperable equipment and facilitate the equipment's repair;
- Deliver all inoperable equipment to the Information Technology Bureau (ITB), Tactical Technology Section; and,
- Notify the watch commander or specialized unit officer in charge (OIC) in the event that it appears that BWV equipment has been tampered with.

XXVII. COMMANDING OFFICER'S RESPONSIBILITIES. Area commanding officers (Areas with BWV) are responsible for ensuring compliance with BWV training, policies, and procedures by regularly monitoring and inspecting BWV equipment within their command. Area commanding officers are also responsible for supervising the proper maintenance and disposition of division records, ensuring adherence to record retention protocols and properly filing all BWV documents for future reference.

XXVIII. INFORMATION TECHNOLOGY BUREAU, TACTICAL TECHNOLOGY SECTION, RESPONSIBILITIES. The OIC of ITB, Tactical Technology Section, is responsible for:

- Coordinating warranty service and maintenance through Department-approved vendor(s);
- Providing technical assistance and subject matter experts related to investigations; and,
- Coordinating the replacement of inoperable, malfunctioning or damaged equipment and/or systems.

AMENDMENT: This Order adds Section 3/579.15 to the Department Manual.

AUDIT RESPONSIBILITY: The Commanding Officer, Audit Division, shall review this directive and determine whether an audit or inspection shall be conducted in accordance with Department Manual Section 0/080.30.



CHARLIE BECK
Chief of Police

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April 21, 2015

BPC #15-0082

The Honorable City Council
City of Los Angeles
c/o City Clerk's Office
Los Angeles, CA 90012

Dear Honorable Members:

RE: CITY COUNCIL INQUIRY ON THE IMPLEMENTATION OF BODY WORN VIDEO

At the regular meeting of the Board of Police Commissioners held Tuesday, March 31, 2015, the Board APPROVED the Department's report relative to the above matter.

This matter is being forwarded to you for approval.

Respectfully,

BOARD OF POLICE COMMISSIONERS


MARIA SILVA
Commission Executive Assistant II

Attachment

c: Chief of Police

INTRADEPARTMENTAL CORRESPONDENCE

March 25, 2015

1.1

TO: Honorable Board of Police Commissioners

FROM: Chief of Police

SUBJECT: CITY COUNCIL INQUIRY RELATIVE TO THE
IMPLEMENTATION OF BODY WORN VIDEO

RECOMMENDED ACTION


1. That the Board of Police Commissioners (Board) REVIEW and APPROVE this report.
2. That the Board TRANSMIT the Department's report to the City Council regarding the implementation of body worn video (BWV).

DISCUSSION

The following is in response to a City Council inquiry regarding the implementation of BWV. This report addresses the Department's testing, evaluation and selection of a BWV solution, and the steps the Department has taken to develop a BWV policy that addresses the many issues involved with the deployment of video technology that is intended to record enforcement and investigative contacts with the public.

If you have any questions, please contact Maggie Goodrich, Chief Information Officer, Information Technology Bureau at (213) 486-0370.

Respectfully,



CHARLIE BECK
Chief of Police

Attachments

Body Worn Video
March 25, 2015
Council File Numbers 13-1243 and 14-1738

I. Background

In 2010, at the direction of the Chief of Police, the Los Angeles Police Department (LAPD or Department) Tactical Technology Section (TTS), which is charged with developing and evaluating new and emerging technology for the Department, began researching and evaluating the latest developments in body worn video (BWV) technology. The LAPD was looking for a solution that was secure, reliable and easy to use, that could ultimately be worn by patrol officers and serve as an additional source of evidence in criminal prosecutions and administrative investigations.

The main issues hindering adoption at that time were form factor, battery life, storage, and cost. The few systems that were available did not have sufficient battery power to endure an officer's 12-hour field deployment without utilizing or tethering multiple batteries. This made the systems cumbersome and impractical for mass adoption.

Additionally, those researching the technology quickly found that the camera itself was only a fraction of the concern when it came to selecting the right solution for the Department. It became clear that a BWV system must provide not just a camera, but a total solution, including: a video transfer mechanism, storage, and advanced video management software. These features were identified as critical to ensure all video transferred would be original and unaltered, the chain of custody of the video would be properly maintained, and secure access control measures and audit logs would be provided. At that time, however, while BWV development appeared to be a focus for a number of vendors, none offered a total solution that would meet the needs of the Department.

Over the next several years, the LAPD TTS followed the incremental developments in this area of technology, and regularly discussed the operational and technical needs of the LAPD with various vendors, in the hope that a solution would ultimately surface that would meet the needs of the Department.

In August 2013, Steve Soboroff, President of the Los Angeles Board of Police Commissioners (the Commission), met with LAPD representatives to discuss the state of the BWV technology, and the potential for the implementation of BWV across the Department. At that time, the Department believed the technology had advanced significantly, and body camera technology had reached a point of viability for the unique needs of the City. The miniaturization of the devices, coupled with the improved performance of battery life, video compression and the reduction in storage costs were significant factors for consideration of use by the Department. Given these advancements, a field test was needed and Commissioner Soboroff

pledged to raise private funds for the purchase of BWV, if the Department tested the equipment and recommended a BWV solution.

On September 17, 2013, Councilmember Mitchell Englander, Chair of the Public Safety Committee for the Los Angeles City Council, introduced a motion (C.F. No. 13-1243) requesting that the LAPD conduct a field test of BWV and report its findings and recommendations on the,

... style of body camera to be used, and policy recommendations on how a department-wide body camera program can be implemented, including but not limited to how the department will use video for investigative purposes, internal disciplinary actions, what video is discoverable, and retention period.

Though many vendors in the market produced a body worn camera in September 2013, only two vendors met the Department's requirements as set forth above. Some vendors offered to build a solution for the Department, but the Department evaluated only solutions that existed at the time and were in use by other agencies at that time.

Taser International (Taser), provided a solution with two styles of cameras and a hosted/cloud storage and video management solution. The second, Coban Technologies (Coban) offered a camera manufactured by a third party (VieVu) that integrated with the LAPD's existing digital in-car video on-premise storage and video management solution.

Over approximately six months, the LAPD tested the solutions in the field and evaluated their performance. During that time, Commission President Soboroff raised approximately \$1.3 million in private funds to purchase several hundred body worn cameras. The Los Angeles Police Foundation donated an additional \$250,000 in funding to purchase BWV equipment.

In November 2014, the Department reported to the Commission that it recommended the selection of the BWV solution from Taser based on its ease of use and advanced capabilities and features. The Board approved the recommendation and requested that the Department proceed with the development of a policy and proceed with the meet and confer process with the Los Angeles Police Protective League (LAPPL) as quickly as possible.¹

¹ At that meeting of the Board of Police Commissioners, those who appeared on behalf of the Department to recommend the Taser solution to the Board were asked if they had a business relationship of any sort with any of the companies that provided BWV solutions for the field test and evaluation. None of the personnel involved with the evaluation, testing, or recommendations had any such business relationship with TASER, Coban or any other BWV provider.

On December 16, 2014, Councilmember Curren D. Price, Jr. introduced a motion (C.F. No. 14-1738), requesting that the LAPD report to the City Council the results of its field testing. The motion specified that,

The report should include the results of the pilot program in Central Division, information on what vendor will be selected to provide the cameras, the purchase and implementation timeline, and information on how the Department will deploy the cameras across the City and what policies the Department will put in place on the use of body-worn cameras.

On December 16, 2014, Chief of Police Charlie Beck and Mayor Eric Garcetti held a press conference and announced the deployment of 800 body worn cameras in 2015, to be purchased by the Los Angeles Police Foundation. Mayor Garcetti also announced that his fiscal year 2015-16 budget would include funding to enable 7,000 LAPD personnel to use BWV in the field.

II. The Field Test

The Department tested the two BWV solutions using volunteers assigned to the Central Area Safer Cities Initiative (SCI). SCI officers were selected because of the nature of their assignment, which includes foot beats and multiple investigative and enforcement contacts with members of the public.

Thirty SCI officers volunteered for the 90-day field test and began testing the Taser BWV solution in January 2014. The volunteers tested each of two cameras offered by Taser (See fig. 1 and 2 for examples of the Axon Body and Axon Flex cameras) while on duty in the field, docked the cameras in the Taser Electronic Transfer Mechanism (ETM or docking station) to download the video to Taser's Evidence.com storage solution and charge the camera, and accessed Evidence.com to review video as required by the draft policy that was published for purposes of the field test. At the end of the 90-day field test of the Taser solution, both models of cameras were collected from the SCI officers.

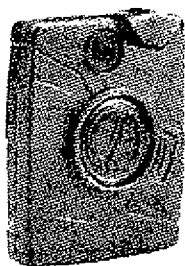


Figure 1: Axon Body

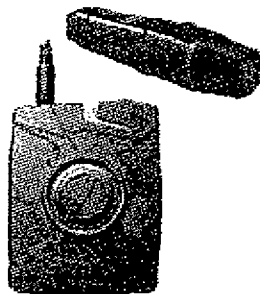


Figure 2: Axon Flex

In June 2014, the SCI officers began the 90-day field test of the Coban solution. Each officer wore the VieVu camera (See fig. 3 for an example of a VieVu camera),

connected the camera to a computer on the LAPD Local Area Network (LAN) to download the video to the Department's on premise storage solution, and accessed the Coban video management software to review video as required by the draft policy that was published for purposes of the field test. At the end of the 90-day field test of the Coban solution, the VieVu cameras were collected from the SCI officers.



Figure 3: VieVu L3

At the start of each of the two field tests, officers from the LAPD TTS trained each SCI officer in the use of the BWV camera solution and the related policy. (See Ex. 1 and Ex. 2 attached for the two draft policies that were utilized for the field tests of the two solutions.) TTS officers also gave presentations at roll calls for each Watch in Central Area to ensure all officers in the Division were aware of the field test. Additionally, TTS officers trained supervisors in Central Area and investigators from various administrative sections and divisions within the Department, including Internal Affairs Group, Force

Investigation Division and Use of Force Review Division, on how to retrieve and review BWV captured during the field test. Any video requiring to be duplicated for criminal prosecutions or administrative investigations was produced on disc by TTS.

Over the course of each of the two 90-day field tests, TTS staff interviewed the SCI officers every 30 days to receive feedback from the officers. The surveys first asked about the use of the particular solution tested and subsequent surveys asked for more detailed feedback from the officers as they used the equipment for a longer time period. Some officers chose to submit their feedback in writing while others chose to provide feedback during interviews by TTS staff.

While the field tests were underway, the Department (including representatives from the LAPD Employee Relations Group, Information Technology Bureau, Planning and Research Division, and the Office of Operations) held meetings with representatives from the Office of the Inspector General and the LAPPL to discuss the progress of the testing. During each of those meetings with the LAPPL, volunteers from the SCI attended to provide direct input to the group in regard to the use and policy of BWV. The input and feedback from those SCI officers was overwhelmingly positive. Officers explained that as they grew accustomed to the BWV device, they saw a variety of benefits of BWV. For example, officers indicated that once a person they had contact with understood the encounter was being recorded, it often deescalated the situation. Officers also indicated that the video captured during an encounter helped clear an officer of false allegations made in a complaint against the officer.

III. Technical Testing

In addition to the field-testing, officers from TTS tested the technical capabilities of the equipment. For example, if the vendor claimed the system could perform a particular function (e.g., a battery life of 12 hours, a 30-second pre-event buffer, video and audio quality, etc.) that function was tested extensively. Both solutions were also tested side-by-side in similar conditions (e.g., low light conditions, on the move, etc.) to enable an apples-to-apples comparison of the solutions.

IV. Test Results and the Recommended Solution

The following results and recommendations were determined through the technical testing conducted by TTS and the end-user feedback provided by the field officers who deployed the devices and used the supporting software. In addition, interviews were conducted with the individual vendors.

a. Taser Test Results

Pros of the Taser Solution

- Physical design
- Sealed device
- Ease of Use (camera and supporting computer based interface)
- Video quality (standard definition)
- Video Stability
- Programmable pre-event buffer (up to 30 seconds)
- Battery Life (exceeded 12 hours)
- Charge time (4 hours)
- Easy download of video from device via ETM
- Firmware, time synchronization, and software on cameras updated automatically via ETM
- Storage managed by Taser
- Scalability
- Mobile device for viewing and adding meta data
- Ease of use for system administrator
- Chain of custody
- System Security (in transit and at rest)
- Electronic sharing capability (based on roles and permissions)
- Web based interface
- Audit/Reporting Documentation
- Product/software controlled by one vendor
- iOS and Android compatible
- Evidence.com also used to manage the Department's Taser x26 devices
- GPS option
- Programmable audible tone for activation and system status

Cons of the Taser Solution

- Initial individual enrollment process
- Administrative Dashboard Usability
- Multiple password security for authentication
- Bluetooth connection issues with iOS devices

Cons of the Axon Flex

- Audio – still usable but could be improved since the microphone is mounted to the side of the camera
- Camera connected to the battery pack via cord
- Camera angle inconsistent when moving between mounting options
- Discomfort when utilizing eyeglass mount for prolonged use
- Eyeglass mount not compatible with most prescription eyewear

Cons of the Axon Body

- Audio – still usable but could be improved due to wind noise
- Need to develop additional mounting options
- Size of device
- Lack of adjustable camera angle

b. Coban/VieVu Test Results

Pros of the Coban/VieVu Solution

- Audio quality
- Same back office video management solution as in-car video
- Camera size
- Camera ease of use
- Battery life
- Hard drive size (16 GB)
- Charge time (3 hours)
- Training (compliments existing training developed for in-car video)
- Sealed Device
- Existing infrastructure and network design

Cons of the Coban/VieVu Solution

- Low-light video quality (standard definition)
- Stability
- No pre-event capability
- Lack of adjustable camera angle
- Mounting clip (stability, durability, and screw head causing uniform damage)
- Accidental activations
- Could not verify a true 1-to-1 transfer of original video (device to storage)
- Lack of viewing device (physical connection required)
- Video did not always upload

- No mass uploading/charging device (at time of testing)
- Back office end-user experience
- Need an LAPD computer to connect, login, and then download video
- On premise solution requires multiple City employees to maintain servers, switches, network connectivity, tape drives, firmware, software, operating systems, etc.
- Lack of reporting functionality
- Product/software controlled by different vendors
- Lack of GPS option
- No programmable audible tone for activation and system status

c. The Recommended Solution

Based on the testing and findings described above, the Department recommended that the Police Foundation purchase the solution from Taser. The testing showed that Taser's Axon Body camera met the Department's technical and operational needs as determined by the technical and field tests. In addition, the Taser offering was designed and functioned as a single system rather than requiring individual components (hardware/software) to be deployed together to form a system.

d. Further Market Analysis

Each year, the International Association of Chiefs of Police (IACP) hosts its annual conference; the largest conference in the United States dedicated solely to law enforcement. The exhibit hall at the conference is host to every major (as well as a variety of smaller) vendor in the law enforcement market. Everything from vehicles to weapons to helicopters to every facet of technology is represented in the exhibit hall.

During the most recent IACP conference in October 2014, a member from LAPD TTS visited every vendor in the exhibit hall that offered a body worn camera and/or system to review the state of the available BWV solutions in the market. It was clear that the recent events in Missouri fueled the introduction of several new cameras into the market place. After in-depth discussions with the various BWV vendors, it was also clear that most offerings were in their early stages of design and development, and were relying on systems initially design for other video platforms (i.e., in-car video, security cameras, etc.) or were in the initial phases of their production. In fact, after understanding the scope of the LAPD's efforts in regard to BWV, several of these BWV companies asked if they could send engineers to the LAPD to learn from the experience of the Department's research and testing, and understand the needs of law enforcement.

The findings from this review of the BWV market at IACP further solidified the Department's recommendation of the solution from Taser.

V. Development of the Policy

a. Department Research

In preparation for the development of the BWV policy, the Department collected and reviewed dozens of policies from a variety of agencies across the country, and conducted a comprehensive review of state and local law that might impact BWV policy.

Staff from LAPD TTS also spoke with representatives from various agencies across the country that had deployed, or were in the process of testing/deploying BWV, to seek their input and understand their lessons learned. The Department also contacted representatives from Canada and the United Kingdom who had deployed body cameras to a subset of its officers. Staff also participated in several panel discussions covering topics such as technical considerations for body worn cameras, state of the industry, deployment considerations, testing criteria, and in-depth discussions related to policy.

Additionally, a variety of professional organizations have recognized the growing impact of BWV and have issued supporting model policies and/or reports providing recommendations for deployment. Publications from the International Association of Chiefs of Police (IACP), the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS), Police Executive Research Forum (PERF) and several other comprehensive reports have all provided insight into the development of the proposed LAPD policy. The Department also reviewed a number of research studies, such as those published by the City of Rialto Police Department, the Arizona State University School of Criminology: Phoenix Police Body-Worn Camera Project, the National American Civil Liberties Union (ACLU) report titled *Police Body-Mounted Cameras: With Right Policies in Place, a Win For All*, and the report from the City of Baltimore's Working Group on the Use and Implementation of Body-Cameras.

In February of 2015, two Department representatives spoke at the joint White House / Bureau of Justice Assistance *Body Worn Camera Expert Panel*, hosted in Washington D.C. on the grounds of the White House. Representatives from across the United States, as well as the United Kingdom, from a variety of criminal justice organizations, shared their insights into the technical and policy considerations surrounding BWV. Law enforcement officials, prosecutors (City Attorney, District Attorney and U.S. Attorney), policy advisors, and leaders of national professional and community organizations all engaged in dialogue around a variety of policy concerns.

b. Community Meetings and Stakeholder Input

As the Department developed the BWV policy, it reached out to a number of groups and leaders in the community to better understand their concerns in regard to the use of BWV. The Department held a number of meetings with representatives from the Southern California Chapter of the ACLU over the course of the field test, and after the test concluded. The Department also had discussions with Connie Rice of the Advancement Project, and representatives from the Watts Gang Task Force, Cease Fire, the National African American Parent Union, and the Omega Psi Phi Fraternity, and many leaders from various communities. The Department demonstrated the BWV solution and solicited opinions on the elements of a Department policy on the use of the system. The discussions were candid and passionate, and provided excellent insight into the issues the Department should consider from the community's perspective.

The Board of Police Commissioners also held two community meetings, one in Operations-South Bureau and one in Operations-Valley Bureau. At these meetings, the Commission President and Chief of Police began with opening remarks to explain the purpose of the cameras, and then the Department provided a demonstration of the selected BWV solution. This was followed by extensive public comment from the community, wherein each speaker was given two minutes to speak. The speakers were specifically asked to address what the Commission should ask the Department to consider as the policy was developed. The Executive Director of the Commission made notes of any questions raised during public comment. At the end of public comment, the Executive Director read each question, and a Department representative addressed the question at hand.

In an effort to reach the broadest audience, the Department partnered with the University of California, Los Angeles to conduct an online survey to seek community input on the use and policy considerations related to body worn cameras. The survey was posted on the Department external website for five months and received 1,923 responses.

The Office of the Board of Police Commissioners also mounted an email campaign-seeking feedback from the community. Approximately 800 emails were sent and 83 individuals responded to the email survey. Of the respondents, only three were opposed to officers wearing body cameras.

The following are the general questions/concerns/themes that arose from the input from community stakeholders across the Department's various outreach efforts:

- When to record
- When officers should review video
- Privacy
- Release of video
- Retention

- Limitations of the technology
- Voice activation
- Accountability
- Public disclosure of policy governing use

VI. Policy Governing the Use and Retention

The confidential meet and confer process between the LAPD and the LAPPL regarding a draft BWV policy is in progress. The Department is working with the LAPPL to ensure an effective policy is developed that addresses the many issues involved with the deployment of video technology that will record enforcement and investigative contacts with members of the public. Once the negotiations are completed, the draft policy will be presented to the Chief of Police and, if approved, submitted to the Board of Police Commissioners for final approval. While the specifics of the draft policy remain confidential to ensure the integrity of the negotiations with the LAPPL, the policy is expected to address the requirements for usage, review, and retention of the equipment and video recordings.

VII. Implementation Plan and Timeline

The Chief of Police has announced that body worn cameras will be initially deployed to officers in Newton Area, Mission Area, Central Traffic Division, and three specialized units within Central Area². Since the original announcement, Metropolitan Division, Special Weapons and Tactics (S.W.A.T.) has been added to the initial deployment plan.

Prior to the initial deployment, several technical and infrastructure tasks must be completed. At each division selected, a small amount of construction must be performed to accommodate the docking cradles (ETM) for the Axon cameras. This will also require the installation and/or upgrade of existing power connections at each station. The Department of General Services and Facilities Management Division are both currently involved in assessing the needs and cost of these physical improvements. Information Technology Agency is also involved in designing and recommending improvements to the network infrastructure. This effort is also currently underway.

The Los Angeles Police Foundation has completed the procurement of the 860 cameras purchased with the donated funds, and the Axon Body cameras are scheduled to ship to the LAPD in the first week of April. The power, infrastructure and IT work described above will require two to three months to complete, from the date of this report. As such, the deployment of the first batch of cameras is expected to begin this summer in Newton Area, followed by the other Areas and Divisions detailed above. It is expected that this deployment will be complete in the fall of 2015.

² The Safer Cities Initiative; the Eastside Detail; and the LA Live Detail.

VIII. Procurement

The initial procurement of BWV is being handled directly by the Los Angeles Police Foundation (the Foundation) through the expenditure of approximately \$1.5 million in donated funds. While the BWV camera and related equipment typically retails for approximately \$600 per unit (including the camera and mobile viewer), the Foundation was able to obtain nearly a 50% discount on the retail price. The Foundation also purchased the Taser Officer Safety Plan for each device, which includes unlimited storage for each BWV camera at a price of \$85 per month, per device.

The Officer Safety Plan pricing is locked in for five years. The Foundation has committed to paying for years one and two of service, and the LAPD plans to request general funds to cover the costs in years three through five (\$868,428 per year for the initial purchase by the Foundation). The Officer Safety Plan also includes the right to receive replacement/upgraded cameras twice during the five-year term of the agreement, as well as one Taser Conducted Electrical Weapon (CEW), and five year extended warranties on all CEW's, BWV cameras, and the camera docking stations.

Should the City elect to provide general funds for additional BWV equipment, the LAPD will work with the City Attorney and the General Services Department to ensure compliance with all City procurement rules and requirements.

IX. Conclusion

The LAPD has identified a BWV solution in Taser and Evidence.com that is secure, reliable and easy to use. The Department intends to use the technology to capture evidence of enforcement and investigative activities in the field to aid in criminal prosecutions and administrative investigations, and sees the implementation of the technology as an opportunity to promote accountability on both sides of the camera.

Over the course of the deployment of BWV, the LAPD intends to measure the impact of the technology on both the Department and the community. To that end, the LAPD applied for and has been awarded a \$1 million grant from the National Institute of Justice (NIJ), the research arm of the U.S. Department of Justice, to study and measure the impact of BWV. The LAPD will partner with professors from UCLA and George Mason University, as well as Dr. Craig Uchida from Justice and Security Strategies, to evaluate the impact of BWV on the officers wearing the cameras, and the community members captured on video, to better understand the impact of the technology. The LAPD will have the opportunity to apply for an additional \$1 million in funding in each of two subsequent years (up to \$3 million total in funding) to continue the study. The results of the study will be reported to NIJ, the Board of Police Commissioners, the City Council and the community.

Exhibit 1

OPERATIONS-CENTRAL BUREAU

ORDER NO. 1

January 1, 2014

TO: All Concerned Personnel, Operations-Central Bureau

FROM: Commanding Officer, Operations-Central Bureau

**SUBJECT: DEPLOYMENT AND USE OF THE BODY-WORN VIDEO (BWV)
SYSTEM - VOLUNTARY PROOF OF CONCEPT**

EFFECTIVE: IMMEDIATELY

PURPOSE:

The purpose of this Order is to establish the Bureau protocol for use and deployment of the Body-Worn Video (BWV) camera system. This protocol is part of a proof of concept program to evaluate the BWV provided by Taser International, Inc. BWV systems have proven to be an effective tool in documenting duty-related activity, similar to digital in-car video. BWV systems shall be deployed as part of this voluntary proof of concept to contribute significantly to officer safety, provide evidence for criminal prosecutions, resolve personnel complaints, and foster positive relations with the community.

At this time, use of a BWV device by any officer is **voluntary**; however, any officer or supervisor electing to accept a BWV device is required to use the device as outlined in this Order.

PROCEDURE:

The BWV system is designed to aid officers in providing accurate depictions of events for courtroom presentations, capturing potentially incriminating statements from suspects, documenting and reviewing statements from victims and witnesses, and obtaining actual time frames of events for reporting purposes. The BWV system is being deployed to capture audio and video recording of field activity during the course of official police duties.

I. OFFICER RESPONSIBILITIES

A. Officers utilizing the Body-Worn Video device shall be responsible for the following:

- Deploying the BWV camera as part of their regular field assignment;
- Ensuring that the battery is fully charged and the device is assembled correctly;
- Ensuring they are deploying the BWV camera assigned to them and testing the equipment prior to going into service;

- Immediately reporting unresolved equipment malfunctions and/or problems to their supervisor and noting the issue in their daily log;
- Positioning the camera on their uniform to facilitate optimum recording field of view;
- Docking their issued cameras for automated upload of BWV files daily at the end of their shift to charge the battery, ensuring storage capacity is not exceeded, and-or viewing uploaded videos.
- Under the heading "Court Information" of both the Investigative Report (IR) and the Arrest Report, officers shall document whether any portion of the incident was captured by the BWV system,
- If any portion of an incident resulting in an arrest was captured by the BWV system, officers shall identify the existence of video to the appropriate prosecutorial agency, such as on the City Attorney Disclosure Statement.

II. RECORDING LAW ENFORCEMENT ACTIVITIES

A. Required activation of the Body-Worn Video system. There are many situations where the use of the BWV is appropriate. This Order is not intended to describe every possible circumstance. In addition to the required conditions below, officers may activate the BWV system during any other occasion when, in the officer's judgment, it would be beneficial to do so. Unless it is unsafe or impractical to do so, or where a malfunction or other mechanical issues impeding the use of the device exist, officers shall activate their BWV cameras prior to initiating the following activities:

- All vehicle stops;
- All pedestrian stops;
- Enforcement encounters where there is a reasonable suspicion the person(s) is involved in criminal activity. This includes, but is not limited to, dispatched calls, as well as self-initiated activities.

Exception: Exigent circumstances may preclude officers from activating the BWV system and will be evaluated on a case-by-case basis.

Officers shall not use the BWV system to record any the following:

- Non-work related activity;
- In places where a reasonable expectation of privacy exists, such as locker rooms, dressing rooms, restrooms, or hospital emergency rooms.

B. Deactivation of the Body-Worn Video System. Once the BWV is activated, the system shall remain active and recording until the entire incident or field contact has stabilized, or the contact has ended.

III. REVIEW OF MATERIAL RECORDED BY THE BODY-WORN VIDEO SYSTEM. The recorded video file can be viewed on the viewer device supplied to each officer or through the Evidence Sync Program. Additionally, once the BWV system

is docked and uploaded to Evidence.com. officers can view the transferred video file(s) on Evidence.com via the Department's Local Area Network.

Note: Officers shall not alter, delete, or copy any video footage recorded by the BWV system.

- A. **Documentation.** When preparing crime and/or arrest reports, the reporting employee shall, when practicable, review any incident captured by their BWV system to refresh their recollection.
- B. **Obtaining video.** Employees requiring a physical copy of video footage for court or as part of an investigation shall make a written request via email to BWV@lapd.lacity.org with the specific information of the video (i.e., serial number of involved officer, date, time, etc.), the date the copy is needed, and the purpose of the request.
- C. **Situations involving a use of force.** Prior to being interviewed regarding a use of force (UOF), officers shall, when practicable, review their video footage captured during the incident and/or other relevant footage.

In accordance with Department Manual Section 3:794.37, employees involved in a Categorical Use of Force (CUOF) shall be separated and monitored in order to maintain the independence of their recollection of the incident. To support this standard, employees involved in a known CUOF shall review their video footage captured during the incident and/or other relevant footage prior to being interviewed. During the review of the video footage, the employee shall be accompanied by his/her employee representative, or the assigned investigator, should the employee elect not to have a representative during the interview.

The separating and monitoring of involved employees shall be maintained during the review of the video footage (i.e., the review shall never occur jointly among the involved employees).

In accordance with Department Manual Section 4:245.02, officers are required to provide a Public Safety Statement (PSS) subsequent to their involvement in an officer-involved shooting. The timeliness and urgency associated with the PSS will, in most cases, preclude the opportunity to review related captured video footage prior to providing the PSS. The Department supervisor obtaining the PSS shall comply with the Office of the Chief of Police Notice titled, *Obtaining a Public Safety Statement Following an Officer-Involved Shooting Incident*, dated February 15, 2007.

IV. SUPERVISOR RESPONSIBILITIES

- A. **Supervisors overseeing the deployment of BWV shall be responsible for the following:**
 - Ensuring officers utilize the BWV system according to this Order;
 - Ensure videos related to critical incidents are uploaded to Evidence.com in a timely manner;

- Upon notification of a problem or malfunction, supervisors shall contact the system administrator at Information Technology Bureau.

V. MISUSE OR ABUSE OF BODY-WORN VIDEO SYSTEM RECORDINGS.

All data and imagery captured by the BWV system are confidential public records and the sole property of the Los Angeles Police Department. Employees are reminded that any misuse or abuse of the BWV system may result in disciplinary action. Department Manual Section 3.405 outlines the Department's policy regarding confidential files, documents, records, and reports. Unauthorized access, use, or dissemination of recordings is prohibited and may subject the employee to disciplinary action and/or criminal prosecution.

CDN [Signature]

JOSE PEREZ, Jr., Deputy Chief
Commanding Officer
Operations-Central Bureau

DISTRIBUTION "D"

Exhibit 2

OPERATIONS-CENTRAL BUREAU

ORDER NO. 2

June 19, 2014

TO: All Concerned Personnel, Operations-Central Bureau
FROM: Commanding Officer, Operations-Central Bureau
SUBJECT: DEPLOYMENT AND USE OF THE BODY-WORN VIDEO (BWV) SYSTEM – VOLUNTARY PROOF OF CONCEPT

EFFECTIVE: IMMEDIATELY

PURPOSE: The purpose of this Order is to establish Bureau protocol for use and deployment of the body-worn camera system. This protocol is part of a proof of concept program to evaluate Body-Worn Video (BWV) provided by Coban Technologies.

The BWV systems have proven to be effective tools in documenting duty-related activity, similar to digital in-car video. The BWV systems shall be deployed as part of this voluntary Proof of Concept to contribute significantly to officer safety, provide evidence for criminal prosecutions, resolve personnel complaints and foster positive relations with the community.

At this time, use of a BWV device by any officer is voluntary; however, any officer or supervisor electing to accept a BWV device is required to use the device as outlined in this Order.

PROCEDURE: The BWV system is designed to aid officers in providing accurate depictions of events for courtroom presentations, capturing potentially incriminating statements from suspects, documenting and reviewing statements from victims and witnesses, and obtaining actual time frames of events for reporting purposes. The BWV system is being deployed to capture audio and video recording of field activity in the course of official police duties.

I. OFFICER RESPONSIBILITIES

A. Officers utilizing the Body-Worn Video device shall be responsible for the following:

- Deploying the BWV camera as part of their regular field assignment;
- Ensuring that the battery is fully-charged;
- Ensuring they are deploying the BWV camera assigned to them and testing the equipment prior to going into service;
- Immediately reporting unresolved equipment malfunctions and/or problems to their supervisor and noting the issue in their daily log;
- Positioning the camera on their uniform to facilitate optimum recording field of view;

- Connecting their issued cameras for upload of BWV files daily at the end of their shift to charge the battery, ensuring storage capacity is not exceeded, and/or viewing uploaded videos to the Coban/VieVu Digital Video Management System (DVMS) on your Department Local Area Network (LAN) computer;
- Under the heading "Court Information" of both the Investigative Report (IR) and the Arrest Report, officers shall document whether any portion of the incident was captured by the BWV system; and
- If any portion of an incident resulting in an arrest was captured by the BWV system, officers shall identify the existence of video to the appropriate prosecutorial agency, such as on the City Attorney Disclosure Statement.

II. RECORDING LAW ENFORCEMENT ACTIVITIES

A. Required Activation of the Body-Worn Video system. There are many situations where the use of the BWV is appropriate. This Order is not intended to describe every possible circumstance. In addition to the required conditions below, officers may activate the BWV system during any other occasion when, in the officer's judgment, it would be beneficial to do so. Unless it is unsafe or impractical to do so, or where a malfunction or other mechanical issues impeding the use of the device exist, officers shall activate their BWV cameras prior to initiating the following activities:

- All vehicle stops;
- All pedestrian stops; and
- Enforcement encounters where there is a reasonable suspicion the person(s) is involved in criminal activity. This includes, but is not limited to, dispatched calls, as well as self-initiated activities.

Exception: Exigent circumstances may preclude officers from activating the BWV system and will be evaluated on a case-by-case basis.

Officers shall not use the BWV system to record any the following:

- Non-work related activity; and
- In places where a reasonable expectation of privacy exists, such as locker room rooms, dressing rooms, restrooms or hospital emergency rooms.

B. Deactivation of the Body-Worn Video System. Once the BWV is activated, the system shall remain active and recording until the entire incident or field contact has stabilized, or the contact has ended.

III. REVIEW OF MATERIAL RECORDED BY THE BODY-WORN VIDEO SYSTEM.

The recorded video file can be viewed by connecting the device to the LAN computer and launching the Coban/VieVu DVMS. Additionally, once the BWV system is uploaded, officers can view the transferred video file(s) via the Department's Local Area Network.

Note: Officers shall not alter, delete, or copy any video footage recorded by the BWV system.

- A. Documentation.** When preparing crime and/or arrest reports, the reporting employee shall, when practicable, review any incident captured by their BWV system to refresh their recollection.
- B. Obtaining Video.** Employees requiring a physical copy of video footage for court or as part of an investigation, shall make a written request, via email, to BWV@lapd.lacity.org, with the specific information of the video (e.g., serial number of involved officer, date, time, etc.), the date the copy is needed and the purpose of the request.
- C. Situations Involving a Use of Force.** Prior to being interviewed regarding a Use of Force (UOF), officers shall, when practicable, review their video footage captured during the incident and/or other relevant footage.

In accordance with Department Manual Section 3/794.37, employees involved in a Categorical Use of Force (CUOF) shall be separated and monitored in order maintain the independence of their recollection of the incident. To support this standard, employees involved in a known CUOF shall review their video footage captured during the incident and/or other relevant footage prior to being interviewed. During the review of the video footage, the employee shall be accompanied by his/her employee representative, or the assigned investigator, should the employee elect not to have a representative during the interview.

The separating and monitoring of involved employees shall be maintained during the review of the video footage (i.e., the review shall never occur jointly among the involved employees).

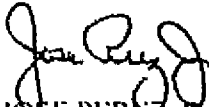
In accordance with Department Manual Section 4/245.02, officers are required to provide a Public Safety Statement (PSS) subsequent to their involvement in an officer-involved shooting. The timeliness and urgency associated with the PSS will, in most cases, preclude the opportunity to review related captured video footage prior to providing the PSS. The Department supervisor obtaining the PSS shall comply with the Office of the Chief of Police Notice, titled *Obtaining a Public Safety Statement Following and Officer-Involved Shooting Incident*, dated February 15, 2007.

IV. SUPERVISOR RESPONSIBILITIES

- A. Supervisors overseeing the deployment of BWV shall be responsible for the following:**
- Ensuring officers utilize the BWV system according to this Order;
 - Ensure videos related to critical incidents are uploaded to the Coban/VieVu DVMS in a timely manner; and
 - Upon notification of a problem or malfunction, supervisors shall contact the system administrator at Information Technology Bureau.

V. MISUSE OR ABUSE OF BODY-WORN VIDEO SYSTEM RECORDINGS.

All data and imagery captured by the BWV system are confidential public records and the sole property of the Los Angeles Police Department. Employees are reminded that any misuse or abuse of the BWV system may result in disciplinary action. Department Manual Section 3/405 outlines the Department's policy regarding confidential files, documents, records and reports. Unauthorized access, use, or dissemination of recordings is prohibited and may subject the employee to disciplinary action and/or criminal prosecution.



JOSE PEREZ, Deputy Chief
Commanding Officer
Operations-Central Bureau

DISTRIBUTION "D"

LOS ANGELES POLICE DEPARTMENT

CHARLIE BECK
Chief of Police



ERIC GARCETTI
Mayor

P. O. Box 30158
Los Angeles, Calif. 90030
Telephone: (213) 486-8410
TDD: (877) 275-5273
Ref #: 3.5

July 16, 2015

The Honorable Public Safety Committee
c/o Holly Wolcott
Office of the City Clerk
City Hall, Room 395
Los Angeles, California 90012

Honorable Members:

Enclosed for your review are the Los Angeles Police Department's responses to questions that were raised during the Fiscal Year 2015-2016 Budget deliberations:

- R. 37. Instruct the Police Department to report to the Public Safety Committee on the number of hit and runs dating back to 2005.
- R. 38. Instruct the Police Department to report to the Public Safety Committee on impacts of the recession on the Department's ability to hire, description of the Property Division, and the property Division's current and projected hiring levels.
- R. 40. Instruct the Police Department and the Fire Department, to report to the Public Safety Committee regarding a minimum ratio for the amount of civilian workers per Police Department and Fire Department sworn employees.

We look forward to the opportunity to discuss these issues with you. If you have any questions regarding this information, please contact me at (213) 486-8410.

Very truly yours, -

CHARLIE BECK
Chief of Police

MICHEL R. MOORE, Assistant Chief
Director, Office of Administrative Services

Enclosures

R. 37. Instruct the Police Department to report to the Public Safety Committee on the number of hit and runs dating back to 2005.

Findings. A query was conducted to obtain the statistics of all hit and run traffic accidents from 2005 to 2015. The below chart depicts the number of hit and run traffic collision statistics from 2005 to 2015.

Calendar Year	Total Number of Hit and Run Traffic Collisions
2005	25,868
2006	26,080
2007	26,152
2008	23,599
2009	21,573
2010	19,726
2011	19,753
2012	20,882
2013	21,473
2014	22,383
2015 (until 5/31/2015)	10,235

R38 - "Instruct the Police Department to report to the Public Safety Committee on impacts of the recession on the Department's ability to hire, description of the Property Division, and the Property Division's current and projected hiring level needs."

Impact of the recession on the Department's ability to hire. Since Fiscal Year 2009/10, the Los Angeles Police Department (LAPD) lost 698 civilian position authorities, including 242 ERIP authorities. The LAPD deployed 3,227 civilians at the start of Fiscal Year 2009/10, and as of June 13, 2015, deploys 2,688 with 589 vacancies. In addition to the significant loss of authorities, LAPD's ability to appoint new hires and to make upgrades and promotions has been very limited forcing the LAPD to reduce public counter and service levels throughout various entities, experience increased response times for requests for reports from various Department entities.

Description of Property Division. Property Division (PD) is responsible for receiving, documenting, safeguarding, preparing for release, releasing, and destroying items booked into the custody of the LAPD. Property Division serves all 21 Area stations, specialized divisions and other local jurisdictions (Los Angeles Port Police, Los Angeles World Airport Police, California Highway Patrol, California State University Police, Los Angeles County Public Safety Police, Los Angeles Community College District Police, Los Angeles Housing Authority Police, Los Angeles Unified School District Police, Los Angeles Department of Transportation Investigation Division, Los Angeles Recreation and Park Rangers, and University of Southern California Campus Police. Property Division is responsible for all items booked – evidence, excess arrestee property and non-evidence items (i.e., found items). Items range in size and worth but include narcotics, guns, money and jewelry.

Each month, PD books approximately 18,000 items, transfers about 6,000 items to Scientific Services Division (SID) for possible analysis (5,300 are physically signed out and then returned by the SID), receives about 14,000 authorizations to dispose of items, releases about 1,600 items and disposes of some 12,000 items to auction or waste as appropriate. Every transaction with each item must be accounted for, via an antiquated automated database, to satisfy court requirements for proper chain of custody from cradle (collection) to grave (final disposition). In addition, PD has deposited \$1,282,439 to the Unclaimed Monies seized Trust Account so far this calendar year and has processed the transfer of about \$545,000 to the Money Incidental to Arrest Trust Fund. Funds processed as a result of items disposed via auction average about \$17,000 per month.

Property Division also accepts requests for the use of convertible property (items that have been authorized for disposition but might serve a legitimate use to the Department). These requests must be researched. It takes about eight days of work each month to identify items that could be used in this manner, to verify they were not stolen by checking various databases, to locate the items, to issue the items when approved for use, to prepare receipts for the items and update the automated chain of custody records.

Due to loss of staff since the recession, 18 Area Station Property Rooms have had to close as staff was lost through attrition. As a result, Property Division is now operating under a regional concept. Areas without an open Property Room must book at Central, Valley or 77th. Central

and Valley Property Rooms are open 24 hours a day Monday to Friday and 77th is open 7:30am to 4:00pm, Monday through Friday. Prior to the recession, all Area Property Rooms were open 7:30am to 4:00pm, Monday through Friday and the Central and Valley were open 24/7.

Property Division is divided into six Sections as follows:

Central Property Section (CPS) is located at:
Metropolitan Detention Center, 180 N. Los Angeles St., LA 90012

Central Property Section is PD's primary location and houses the Commanding Officer and general administrative staff. Central Property Section accepts bookings, warehouses and releases items, conducts inventories and audits, initiates "kick back" notices and follows up to ensure items are booked correctly. Central Property Section houses all narcotics evidence items stored at room temperature, high value evidence and thousands of firearms. Central Property Section also has two walk-in freezers for biological evidence.

Support Section (SS) is located at:
Metropolitan Detention Center, 180 N. Los Angeles St., LA 90012
Commercial St. Warehouse, 620 Commercial St., LA 90012

Support Section prepares money deposits, researches requests for release of items, works with District Attorney/Investigating officers for authority to disposition items, prepares requests for checks to return funds as appropriate, researches gun ownership and causes guns to be returned to rightful owners and prepares several narcotics and gun destruction burns each year.

Support Section also provides a property claims function – they research the validity of court ordered evidence releases to defense laboratories and examiners. They also perform initial research and investigation into claims made against the Department's Money Incidental to Arrest Trust Fund and provide results to the City Attorney, Police Discovery Section for recommendation.

This Section also manages the Commercial St. warehouse that houses items to be held for longer periods of time (ie, items with long statute crimes -- murder), items that are unusually large and items that are being disposed of through auction or as waste. Requests for convertible property are also processed by this Section.

Valley Property Section (VPS) is located at:
Van Nuys Area Station, 6240 Sylmar Ave., Van Nuys 91401

Valley Property Section accepts bookings, warehouses and releases items, conducts inventories and audits, initiates "kick back" notices and follows up to ensure items are booked correctly, they prepare items to be transferred to the lab for analysis or to the warehouse for disposition when approved by investigation officers.

Evidence Control Section (ECS) is located at:

Evidence Control Section, Piper Tech, 555 Ramirez St., LA 90012

Forensic Science Center, 1800 Paseo Rancho Castilla, LA 90032

Evidence Control Section warehouses sexual assault kits, narcotics, blood, and urine evidence requiring refrigeration/climate control/freezer storage. ECS works closely with the Crime Lab to release/return evidence for analysis. They maintain evidence in seven walk-in freezers, five freezer containers and will soon maintain a climate control area (under construction now).

Areas Section (AS) is located at:

Metropolitan Detention Center, 180 N. Los Angeles St., LA 90012

77th Area Station, 7600 S. Broadway, LA 90003

All shuttered Area Property Rooms:

Harbor	Pacific
Topanga	Devonshire
Foothill	Hollenbeck
Hollywood	Mission
N. Hollywood	Olympic
Newton	Northeast
Rampart	Southeast
Southwest	West Los Angeles
West Valley	Wilshire

This Section was the hardest hit during the recession. Prior to the closure of Area Property Rooms, each Area Property Room was staffed with one Property Officer, except for 77th which had two. The Section is supervised by a Principal Property Officer. Prior to the recession, four Sr. Property Officers were assigned to oversee the Area Property Rooms – one each for the all Areas assigned to each of the four geographic bureaus. Today, two Sr. Property Officer positions are assigned – one is vacant and the other is occupied by an employee on long-term illness – so there are no SPO's working this Section at this time.

Pre-recession, this Section was staffed with 25 but today, there are only four working – two are assigned to work the 77th Property Room. They accept bookings, warehouse and releases items, conduct inventories and audits, initiate “kick back” notices and follow up to ensure items are booked correctly.

The other two employees assigned to the Area Section spend their days meeting sworn personnel at the shuttered locations to release items for court purposes or to rightful owners, they prepare items to be transferred to the lab for analysis or to the warehouse for disposition when approved by investigation officers, they prepare and receive firearms for entry into the NIBIN program, they accept and transfer excess personal property from open Area jails and transfer counterfeit money to CPS.

Couriers Section (CS) is located at:

Metropolitan Detention Center, 180 N. Los Angeles St., LA 90012

Courier Section is staffed with sworn personnel that primarily respond to all Area Stations, Monday through Friday, to pick up drugs, guns, money and jewelry or other high value items. This function aids in allowing the LAPD to meet the court-mandated 48-hour turnaround time for analysis of narcotics. If this mandate is not met, the arrestee must be released until such time as the lab analysis is complete. Failure to meet the mandate with a late positive lab result will require the suspect be located and re-arrested – a waste of valuable officer time. The Couriers also serve a risk management function in that, as trained police officers, they can defend their cargo should the need arise. They have ancillary duties to deliver In-car Video DVD's to requesting Areas as well as move other items between PD locations as needed.

CURRENT AND PROJECTED HIRING LEVELS

Table of Organization (TO)

<u>Current</u>	<u>Filled</u>	<u>2007</u>
1 – Police Administrator I	1	1
1 – Secretary	1 (Sr. Clerk Typist – in-lieu)	1
0 – Sr. Clerk Typist	Removed from TO	2
1 – Accounting Clerk	0	0
1 – Clerk Typist (loan)	0	1
1 – Custodial Services Attendant	1	2
65 – Property Officer	48	76
5 – Principal Property Officer	3	5
1 – Sr. Management Analyst II	1 (loan to SID)	1
13 – Sr. Property Officer	10 (2 on long term IOD)	13
0 – Management Analyst II	Removed from TO	2
0 – Sergeant II	Removed from TO	1
2 – Sergeant I	2 (1 on long term illness)	2
<u>10 – Police Officer II</u>	<u>9</u>	<u>10</u>
101 – Total (less 1 loan=100)	76 (less 4 per notes above=72)	117

To date, PD's authorized TO was reduced a total of 17 positions. Property Division is currently carrying 25 vacancies. Counting vacancies, positions loaned out and positions on long term IOD/illness, PD is now operating at 62% of the pre-recession TO.

During Fiscal Year 2014/15, PD was allowed to hire 6 Property Officers – all were hired in Spring, 2015 and are included in the positions noted above. The Department is still determining how many of its Property Division positions can be filled in the current Fiscal Year.

Current Assignment of Authorized Positions

	<u>CPS</u>	<u>SS</u>	<u>VPS</u>	<u>ECS</u>	<u>AS</u>	<u>CS</u>	<u>TOTAL</u>
Principal Property Officer	1	1	1	1	1	0	5 (2 vacant)
Sr. Property Officer	3	2	3	2	2	0	12 (3 vacant)

Property Officer	16	7	15	7	20	0	65 (17 vacant)
Sergeant I	0	0	0	0	0	2	2
Police Officer II	0	0	0	0	0	10	10 (1 vacant)

The remaining authorized positions are assigned to administrative duties:

- 1 -Police Administrator I
- 1 - Sr. Management Analyst II (loan to SID)
- 1 - Secretary (Sr. Clerk Typist – in-lieu)
- 1 - Accounting Clerk (vacant)
- 0 - Clerk Typist (loan – vacant)
- 1 - Sr. Property Officer
- 1 - Custodial Services Attendant

The continued operation of PD at current staffing levels is inefficient. The closure of Area Property Rooms and the reduction in front counter hours at Central and Valley creates an extra burden on sworn staff – they must remain out of the field longer to book evidence further away from their assigned Areas. This costs not only in their time away from patrol and detective functions, but also in higher gas and vehicle usage costs. For PD itself, the lack of staff seriously jeopardizes the ability to regularly conduct risk management inventories/audits to account for and process all items, (including high value items - money, drugs, guns, jewelry) and to clear space ensuring room for incoming items. Processing about 52,000 property transactions each month, moving about \$3 million per year and running the convertible property function (saving the City money if items are converted from PD inventory vs. requested from General Fund) with the number of staff available is extreme and subject to error as checks and balances are diminished for lack of staff.

Property Division requires position authorities restored to the pre-recession levels and the ability to fill, at the very least, the Property Officer, Sr. Property Officer and Principal Property Officer positions at 2007 levels in order to restore services at all closed Area Stations, provided 24/7 services at the Central and Valley Property Rooms, maintain appropriate operating procedures to minimize risk, reduce gas and vehicle maintenance and reduce sworn officer out of the field time.

R. 40. Instruct the Police Department and the Fire Department, to report to the Public Safety Committee regarding a minimum ratio for the amount of civilian workers per Police Department and Fire Department sworn employees.

The minimum civilian to sworn ratio for LAPD should be 1:3 if fully funded and staffed for the 3277 currently authorized civilians and 10,000 sworn personnel. Ideally, many departments are trending towards a ratio of 1:2 due to increases in civilianization and the recognition of and need for professionals with technical and technology skills. LAPD's current ratio is approaching 1:4 (1:3.68 as of the end of the fiscal year). In fact, if we reach our goal of 10,000 officers we would be at 1:3.72 if we hired civilian employees only to attrition.

The Department's recently released Strategic Plan, "LAPD in 2020" includes plans for a Workforce Assessment and Needs Review which will define the appropriate ratio and provide a more analytical framework.

LOS ANGELES POLICE DEPARTMENT



CHARLIE BECK
Chief of Police

ERIC GARCETTI
Mayor

P. O. Box 30158
Los Angeles, Calif. 90030
Telephone: (213) 486-8410
TDD: (877) 275-5273
Ref #: 3.5

July 16, 2015

The Honorable Ad Hoc Committee on Homelessness
c/o Holly Wolcott
Office of the City Clerk
City Hall, Room 395
Los Angeles, California 90012

Honorable Members:

Enclosed for your review are the Los Angeles Police Department's responses to questions that were raised during the Fiscal Year 2015-2016 Budget deliberations:

- R. 39. Instruct the Police Department to report to the Ad Hoc Committee on Homelessness on the extent that the Coordinated Assessment and Management Program (CAMP) intersects/interfaces with the current Coordinated Entry System (CES), pooled resources with the County, and City and County resources required to expand the SMART and CAMP programs to provide a greater ability to manage police interaction with individuals experiencing mental health crisis.

We look forward to the opportunity to discuss these issues with you. If you have any questions regarding this information, please contact me at (213) 486-8410.

Very truly yours,

CHARLIE BECK
Chief of Police

MICHEL R. MOORE, Assistant Chief
Director, Office of Administrative Services

Enclosures

R. 39. Instruct the Police Department to report to the Ad Hoc Committee on Homelessness on the extent that the Coordinated Assessment and Management Program (CAMP) intersects/interfaces with the current Coordinated Entry System (CES), pooled resources with the County, and City and County resources required to expand the SMART and CAMP programs to provide a greater ability to manage police interaction with individuals experiencing mental health crisis.

Background. The Los Angeles County Department of Mental Health (DMH) is currently in the process of seeking approval to hire 16 clinicians and four supervisors to expand the Los Angeles Police Department Mental Evaluation Unit (MEU) SMART deployment. There are currently no plans to expand the Case Assessment Management Team (CAMP). The additional clinicians will be assigned to MEU and team with sworn officers in the SMART configuration (one sworn officer and one clinician). This will require additional sworn personnel and equipment for MEU.

Findings. The addition of the new DMH clinicians and supervisors represents a 111% increase in DMH personnel currently assigned to MEU SMART.¹ Although this can significantly enhance the ability of MEU SMART to respond to more crisis mental health-related calls and fill response gaps that currently exist, it will also require a significant commitment of additional Department resources. Specifically, it will require the following:

- (36) Police Officers (69% increase in personnel);²
 - ✓ (4) Police Officers III+1 (Bureau Coordinator/Liaison);³
 - ✓ (8) Police Officers III (Car Coordinator);
 - ✓ (24) Police Officers II;
- (4) Sergeants I (1 to 9 Span of Control);⁴
- (12) Plain Vehicles (Caged, “SMART Package,” MDC equipped);
- (12) Tasers; and,
- (36) Radios.

Expansion Plan. The table below reflects the current number of SMART personnel (LAPD and DMH), proposed additional personnel, and the percentage of change.

	CURRENT	ADDITIONAL PROPOSED	TOTAL	CHANGE
LAPD	53	+40	93	+76%
DMH	18	+20	38	+111%
TOTAL	71	+60	131	+86%

Based on the proposed additional DMH and Department personnel and equipment, several response “gaps” can be addressed.⁵ At a minimum, the expansion will facilitate the following changes.

¹ There are currently 18 DMH personnel (16 clinicians and 2 supervisors) assigned to MEU SMART.

² There are currently 53 sworn personnel assigned to MEU SMART

³ A Police Officer III+1 will be assigned to each Bureau to liaison and provide train throughout the respective Bureaus.

⁴ Sergeants are required, in lieu of Detectives II, due to the field operations and tactical response-related activities in which SMART units engage.

⁵ Refer to Addenda 1 and 2.

7-Day/20-Hour Deployment of DMH Supervision

Currently, DMH supervisors are only deployed Monday-Friday. The additional DMH supervisors will provide 7-day a week deployment on three Watches.

7-Day/20-Hour Deployment of at least (2) Sworn Supervisors

Currently, only one sworn supervisor is deployed on most weekends and an additional sworn supervisor is on call. The additional sworn supervisors will facilitate the deployment of two supervisors on the weekends and reduce or eliminate the need for weekend on-call stand-by overtime.

7-Day/20-Hour Deployment of at least (2) SMART units per Bureau

There is currently only one SMART Unit deployed per watch per Bureau. The additional DMH clinician and officers will support the deployment of **two SMART units per Bureau**, 20 hours a day, which will significantly increase the number of crisis calls handled by SMART.⁵

7-Day/20-Hour Deployment of at least (3) Triage Officers

There are currently only two Triage officers assigned from 0600-1000 hours on weekends. The additional sworn personnel will increase the coverage to a minimum of three officers, 7-days a week, between the hours of 0600 and 0130. This will reduce the wait time for patrol officers and increase efficiencies.

7-Day/20-Hour Deployment of (4) Triage Officers on PM Watch

There are currently only three Triage officers assigned on PM Watch, which has the highest call load of all the watches. The deployment of four Triage officers on PM Watch will reduce the wait time for patrol officers and increase efficiencies.

Addition of an AM Watch (2030-0630)

This is probably the most significant proposed change and will require a “meet and confer” with the Los Angeles Police Protective League. The MEU SMART currently operates 7 days a week from 6:00 a.m. to 1:30 a.m. All MEU calls are transferred to RACR Division between the hours of 1:30 a.m. and 6:00 a.m. The RACR personnel complete a MEU Report when field officers call in, but they do not dispatch a SMART unit, as none are available during those hours.

The existing model has presented several issues over the years, such as incomplete reports from RACR, missing reports, misinformation or no information provided to field officers seeking advice or assistance, and repeated overtime for PM watch officers and supervisors who have no one to relieve them when they get involved in a long/complicated call near end of watch (EOW). The addition of an AM shift, which will include a sworn supervisor, two Triage officers, and one (two-officer)⁶ SMART unit, will significantly reduce or eliminate EOW-related overtime, increase the quality of reports taken and advice given during those hours, and provide a 24-hour SMART unit for response to mental health-related crisis calls “off hours.”

⁵ SMART currently handles approximately 35%-38% of SMART calls for service.

⁶ A DMH clinician will not be deployed on the AM Watch because DMH employees are not permitted to work those hours.

RECOMMENDATIONS

It is anticipated that the additional DMH clinicians and supervisors will be available for deployment at MEU in October/November of 2015. It is therefore recommended that the Department review and evaluate this proposal in preparation for the significant commitment of additional DMH personnel to the Los Angeles Police Department Mental Health Crisis Response program.

ADDENDA

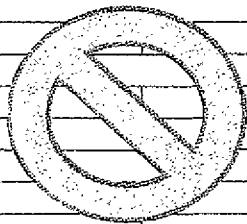
1. Daily MEU SMART Line-Up (Current & Proposed)
2. MEU SMART Proposed Expansion (Personnel Assignment & Deployment)

**PROPOSED EXPANSION FOR DETECTIVE SUPPORT AND VICE DIVISION
MENTAL EVALUATION UNIT, SMART**

EARLY DAY WATCH (0600-1600)				
RANK	TOTAL ASSIGNED PERSONNEL		DAILY DEPLOYMENT OF PERSONNEL	
	CURRENT	PROPOSED	CURRENT	PROPOSED
SUPERVISION				
Detective III	1	1	1	1
Detective II/Sergeant I	4	3	2	2
DMH Supervisor	(0)	(1)	(0)	(1)
TRIAGE DESK				
Police Officer III	2	1	1	1
Police Officer II	5	5	3	3
Police Service Representative	1	1	1	1
SMART				
Police Officer III	1	2	1	1
Police Officer II	2	4	0	1
DMH Clinician	(2)	(4)	(1)	(2)
TOTAL	18	22	10	13
MID DAY WATCH (1600-2000)				
SUPERVISION				
Detective II/Sergeant I	1	3	1	1
DMH Supervisor	(1)	(2)	(1)	(1)
TRIAGE DESK				
Police Officer III	0	1	0	1
Police Officer II	0	1	0	2
SMART				
Police Officer III+1	0	2	0	1
Police Officer III	5	7	3	3
Police Officer II	5	12	0	3
DMH Clinician	(6)	(12)	(3)	(6)
TOTAL	18	40	8	18
LATE DAY WATCH (2000-0600)				
SUPERVISION				
Detective II/Sergeant I	5	5	2	2
DMH Supervisor	(1)	(3)	(1)	(1)
TRIAGE DESK				
Police Officer III	0	1	0	1
Police Officer II	8	7	3	3
SMART				
Police Officer III+1	0	2	0	1
Police Officer III	4	6	1	4
Police Officer II	9	16	3	4
DMH Clinician	(8)	(16)	(4)	(8)
TOTAL	35	56	14	24
NIGHT WATCH (0600-0600)				
SUPERVISION				
Detective II/Sergeant I	0	3	0	1
DMH Supervisor	(0)	(0)	(0)	(0)
TRIAGE DESK				
Police Officer III	0	1	0	1
Police Officer II	0	6	0	1
SMART				
Police Officer III	0	1	0	1
Police Officer II	0	2	0	1
DMH Clinician	(0)	(0)	(0)	(0)
TOTAL	0	13	0	5
Total Sworn & DMH	71	131	32	60

DAILY MEU SMART LINE-UP Current & Proposed

EARLY DAY WATCH (0600-1600)					
CURRENT			PROPOSED		
SUPERVISION			SUPERVISION		
OIC	Detective III	(Mon-Fri)	OIC	Detective III	(Mon-Fri)
(W/C) 1K150	Sgt I/Det II	(7 Days)	(W/C) 1K150	Sgt I/Det II	(7 Days)
(Field) 1K160	Sgt I/Det II	(Mon-Fri)	(Field) 1K160	Sgt I/Det II	(7 Days)
TRIAGE DESK			TRIAGE DESK		
	Police Officer	(7 Days)		Police Officer	(7 Days)
	Police Officer	(7 Days)		Police Officer	(7 Days)
	PSR	(Mon-Fri)		Police Officer	(7 Days)
SMART			SMART		
(OSB) 1K117	Police Officer	DMH Clinician	(OSB) 1K117	Police Officer	DMH Clinician
			(OVB) 1K?	Police Officer	DMH Clinician
MID DAY WATCH (1600-2200)					
SUPERVISION			SUPERVISION		
(Field) 1K170	Sgt I/Det II	(Mon-Fri)	(Field) 1K170	Sgt I/Det II	(7 Days)
	DMH Supv	(Mon-Fri)		DMH Supv	(7 Days)
TRIAGE DESK			TRIAGE DESK		
				Police Officer	(7 Days)
SMART			SMART		
(OCB) 1K111	Police Officer	DMH Clinician	(OCB) 1K111	Police Officer	DMH Clinician
(OVB) 1K113	Police Officer	DMH Clinician	(OSB) 1K?	Police Officer	DMH Clinician
(OWB) 1K115	Police Officer	DMH Clinician	(OVB) 1K113	Police Officer	DMH Clinician
			(OVB) 1K1?	Police Officer	DMH Clinician
			(OWB) 1K115	Police Officer	DMH Clinician
			(OWB) 1K1?	Police Officer	DMH Clinician
LATE DAY WATCH (2200-0600)					
SUPERVISION			SUPERVISION		
(W/C) 1K150	Sgt I/Det II	(7 Days)	(W/C) 1K150	Sgt I/Det II	(7 Days)
(Field) 1K160	Sgt I/Det II	(Mon-Fri)	(Field) 1K160	Sgt I/Det II	(7 Days)
	DMH Supv	(Mon-Fri)		DMH Supv	(7 Days)
TRIAGE DESK			TRIAGE DESK		
	Police Officer	(7 Days)		Police Officer	(7 Days)
	Police Officer	(7 Days)		Police Officer	(7 Days)
	Police Officer	(7 Days)		Police Officer	(7 Days)
SMART			SMART		
(OCB) 1K112	Police Officer	DMH Clinician	(OCB) 1K112	Police Officer	DMH Clinician
(OSB) 1K116	Police Officer	DMH Clinician	(OCB) 1K?	Police Officer	DMH Clinician
(OVB) 1K114	Police Officer	DMH Clinician	(OSB) 1K116	Police Officer	DMH Clinician
(OWB) 1K118	Police Officer	DMH Clinician	(OSB) 1K?	Police Officer	DMH Clinician
			(OVB) 1K114	Police Officer	DMH Clinician
			(OVB) 1K?	Police Officer	DMH Clinician
			(OWB) 1K118	Police Officer	DMH Clinician
			(OWB) 1K?	Police Officer	DMH Clinician
AMPHIBIOUS WATCH (0600-1600)					
SUPERVISION			SUPERVISION		
			(W/C) 1K150	Sgt I/Det II	(7 Days)
TRIAGE DESK			TRIAGE DESK		
				Police Officer	(7 Days)
				Police Officer	(7 Days)
SMART			SMART		
			1K?	Police Officer	Police Officer



Item No. 75. In discussions related to the Fiscal Year 2015/2016 Budget, relative to the property crime fingerprint backlog, the Budget and Finance Committee instructed the Department to report back on other options to address the backlog such as contracting, and with the assistance of the Personnel Department, report on a multi-year hiring strategy to fill critical vacant positions in the Department's Scientific Investigation Division.

Background. In 2012, the Department implemented a strategy to address incoming fingerprint cases and ensure that the most critical cases were analyzed in an expedited manner. Documented in a Chief of Detectives Notice on November 1, 2012, the strategy dictated that all fingerprints related to violent crimes would be processed and that each deployment period (DP), the geographic Areas were to prioritize their property crimes and submit the top ten cases for processing. Because of limited resources and property crime statutes, only those 210 cases (10 cases x 21 Areas) would be analyzed by the SID's Latent Print Unit (LPU) and the remaining non-prioritized property crime fingerprint cases would not be analyzed.

Findings. Since the implementation of the ten-case prioritization procedures, the LPU has lost 15 Forensic Print Specialists. There are currently 35 vacant positions. Approval was given to fill eight of the FPS vacancies as part of the Fiscal Year 2014/2015 budget; however, due to a late test date, the Department was not able to fill the positions before the end of the fiscal year. Personnel Group has advised that SID should be able to fill these positions in late August 2015.

Despite these staffing losses, the LPU has maintained the ten-case prioritized property crime caseload level due to procedural efficiencies and the use of overtime. The current LPU workload averages 292 incoming cases each DP, including all violent crimes, prioritized property crimes and requests to reopen prior cases for additional analysis. Without overtime, the LPU completes an average of approximately 260 cases per DP. The 32-case average deficit has been made up using cash overtime when available, and compensatory overtime when necessary.

The cash overtime has come from two sources. One source is a portion of the regular allotment provided to SID by Fiscal Operations Division (FOD), of which 200 hours goes to the LPU and is used to cover holidays and overtime from extended end of watch by LPU field response personnel. Additionally the Department was able to redirect \$209,415 in 2014 (3,035 hours at \$69¹ per hour), and to date in 2015, the amount is \$199,617 (2,893 hours at \$69 per hour) from funds previously used for DNA backlog reduction. (The Department was receiving grant funds for this purpose). However these redirected funds will not be available as a source of overtime for the LPU in Fiscal Year 2015/2016 as the proposed budget has reduced the funding the overall funding to for civilian overtime by \$2.0 million with greater need throughout the Department for these funds.

In 2014, to offset the continued staffing losses and maintain the ten-case standard, SID explored the possibility of outsourcing print analysis to a contract vendor. This option was eliminated as it was determined that the costs associated with outsourcing were prohibitive and, depending on the vendor, problematic. The California Department of Justice has indicated that it may be able to assist on a limited basis at no cost to the Department. The LPU is actively exploring this option.

¹ Per Fiscal Operations Division, the hourly cost of overtime for an FPS III is \$69

Recommendations. Sufficient staffing is the ultimate solution to ensuring that the Department analyzes and processes all fingerprint casework, including violent, property, and cold case crimes. Should SID be allowed to fill all current FPS III vacancies, this goal could be met and maintained without the use of overtime funding. The Department has been given permission to fill eight of the 35 vacancies in August 2015. As part of a multi-year hiring program, it is recommended that the remaining vacancies be divided into three groups of nine, a manageable class size for training purposes, and hired in the first quarter of the next three fiscal years, 2016/2017, 2017/2018, and 2018/2019. This time frame will spread the hiring costs over multiple budget years and allow sufficient time to train newly hired staff without impacting productivity.

Based on the costs associated with outsourcing, the best use of the \$500,000 towards addressing property crime print cases that are not currently analyzed is through overtime. This money translates into approximately 7,246 hours ($\$500,000 / \69 per hour) or 557 hours per deployment period. Used as overtime, this money will supplant the loss of the redirected DNA Outsourcing funds and will enable the Department to raise the prioritized property crimes per Area from 10 cases to 12 cases per deployment period, resulting in the analysis of 546 more cases per year ($21 \text{ Areas} \times 2 = 42 \text{ cases} \times 13 \text{ deployment periods} = 546 \text{ additional cases}$), at existing staffing levels, barring unforeseen circumstances. This would reflect a 20% increase in the amount of analyzed property crime cases.²

² An analysis of the use of overtime for casework indicated an average of 8 hours per case. **Projected ability:** 557 hours / 8 hours per case is 69 cases per deployment period. 69 overtime cases + 260 non overtime cases = 329 cases. **Project workload:** Existing workload average of 292 cases + 42 additional cases (21×2) = 334.