



Police Department
MEMORANDUM

Date: 11/11/2021

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 11/11/2021 I conducted an audit of all data detection browsing inquiries between 10/10/2021 and 11/11/ 2021. Because this technology is new to our organization and employees, we are conducting a more comprehensive audit to identify training needs and establish a high standard of practice within our organization. As we identify discrepancies or areas where employees are not following policy, we will provide further training and address the discrepancy. As employees become more proficient and familiar with the technology, policy, and standards, we will begin quarterly audits consisting of a sampling of 10 randomly selected detection browsing inquiries.

This inquiry audit consisted of 895 data detection browsing inquiries. Of the 895 inquiries, I found twelve (12) inquiries where the reason for searching was unclear and insufficient. I found all twelve inquiries between 10/11/2021 and 11/08/2021 were from the same employee conducting searches for the same incident. The employee entered "Investigation" as the reason and did not provide more specific details for example the Police case number, incident number or "suspect vehicle in a catalytic converter theft". This employee was counseled on how to enter the proper inquiry reason and was provided a copy of the policy. The actual reasons for the inquiry were appropriate and within policy.

BENICIA POLICE DEPARTMENT

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Released to: **Gregg Horton per PRA Request**

Released By: **S.Kaluza** Date: **05/17/2022**



Police Department
MEMORANDUM

Date: 03/22/2022

To: Chief Greene

CC: Lt. Menesini

BENICIA POLICE DEPARTMENT
CONTROLLED DOCUMENT
NOT TO BE DUPLICATED
Released to: Gregg Horton per PRA Request
Released By: S.Kaluza Date: 05/17/2022

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 03/22/2022 I conducted an audit of all data detection browsing inquiries between 01/01/2022 and 03/22/ 2022. This time represents the first quarter audit for 2022. Because this technology is new to our organization and employees, we are still conducting a more comprehensive audit to identify training needs and establish a high standard of practice within our organization. As we identify discrepancies or areas where employees are not following policy, we will provide further training and address the discrepancy. As employees become more proficient and familiar with the technology, policy, and standards, we will begin quarterly audits consisting of a sampling of 10 randomly selected detection browsing inquiries.

During the first quarter our organization conducted 3639 data detection browsing inquiries. While this number seems high it should be noted that many of the inquiries are related to the same incidents or cases. Officers, detectives, and dispatchers conducting investigative inquiries or case follow up inquiries may conduct multiple inquiries through separate cameras on one incident.

Of the 3639 inquiries, I found sixty-seven (68) inquiries where the reason for searching was unclear and insufficient. I found these inquiries were from the same employees conducting searches for three different incidents. The employees entered "Investigation and Call" as the reason and did not provide more specific details for example the Police case number, incident number or "suspect vehicle in a catalytic converter theft". On one inquiry the employee mistakenly entered the license plate number as the reason for the inquiry. Further investigation into this discrepancy found the employee accidentally pushed the tab button while entering the license plate number and entered it under the reason. These employees were counseled on how to enter the proper inquiry reason and were provided a copy of the policy. The actual reasons for these inquiries were appropriate and within policy.



Police Department
MEMORANDUM

Date: 06/22/2022

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 06/22/2022 I conducted an audit of all data detection browsing inquiries between 04/01/2022 and 06/22/2022. This time represents the second quarter audit for 2022. Because this technology is new to our organization and employees, we are conducting a more comprehensive audit to identify training needs and establish a high standard of practice within our organization. As we identify discrepancies or areas where employees are not following policy, we will provide further training and address the discrepancy. As employees become more proficient and familiar with the technology, policy, and standards, we will begin quarterly audits consisting of a sampling of 10 randomly selected detection browsing inquiries.

This inquiry audit consisted of 4539 data detection browsing inquiries. Of the 4539 inquiries, I found seven (7) inquiries where a license plate number was entered as the reason for the searching inquiry. I found all seven inquiries resulted from the same two employees: five inquiries for one incident and two inquiries for a separate incident. The employees mistakenly entered the license plate number that they were searching for in the reason location. Both employees were counseled on how to enter the proper inquiry reason and provided a copy of the policy. The actual reasons for the inquiry were appropriate and within policy.

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Released to: Gregg Horton per PRA Request

Released By: S.Kaluza Date: 04/04/23



Police Department
MEMORANDUM

Date: 10/06/2022

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 10/06/2022 I conducted an audit of all data detection browsing inquiries between 07/01/2022 and 10/06/2022. This time represents the third quarter audit for 2022. Because this technology is new to our organization and employees, we are conducting a more comprehensive audit to identify training needs and establish a high standard of practice within our organization. As we identify discrepancies or areas where employees are not following policy, we will provide further training and address the discrepancy. As employees become more proficient and familiar with the technology, policy, and standards, we will begin quarterly audits consisting of a sampling of 10 randomly selected detection browsing inquiries.

This inquiry audit consisted of 6073 data detection browsing inquiries. Of the 6073 inquiries, I found one (1) inquiry where a license plate number was entered as the reason for the searching inquiry and thirteen (13) inquiries where the reason was a series of symbols, number, and letters that did not make sense. These thirteen inquiries were from one employee. Further investigation determined that the employee had been copying the cad/case number from the RIMS application and pasting it into the FLOCK reason box. This cross-platform copying does not transfer information correctly. The one license plate entry was entered by one employee who had mistakenly entered the license plate number that they were searching for in the reason location. Both employees were counseled on how to enter the proper inquiry reason and provided a copy of the policy. An internal email was sent out to all FLOCK trained employees reminding them that they are to type the reason for their inquiry into the reason box and not use the copy/paste feature of their computers to enter the reason. The actual reasons for the inquiries were appropriate and within policy.



Police Department
MEMORANDUM

Date: 01/10/2023

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 01/10/2023 I conducted an audit of all data detection browsing inquiries between 10/01/2022 and 12/30/2022. This time represents the fourth quarter audit for 2022. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 10/01/2022 and 12/30/2022 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency had one (1) vehicle on a hotlist.



Police Department
MEMORANDUM

Date: 03/21/2023

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 03/21/2023 I conducted an audit of all data detection browsing inquiries between 01/01/2023 and 03/21/ 2023. This time represents the first quarter audit for 2023. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 01/01/2023 and 03/21/2023 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency had one (1) vehicle on a hotlist.



Police Department
MEMORANDUM

Date: 07/14/2023

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 07/14/2023 I conducted an audit of all data detection browsing inquiries between 04/01/2023 and 07/01/2023. This time represents the second quarter audit for 2023. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 04/01/2023 and 07/01/2023 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency had three (3) vehicles on a hotlist. The three hot listed vehicles were appropriate and within policy.

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Released to: Gregg Horton per PRA Request

Released By: S.Kaluza Date: 05/16/24



Police Department
MEMORANDUM

Date: 09/26/2023

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 09/26/2023 I conducted an audit of all data detection browsing inquiries between 07/01/2023 and 09/26/2023. This time represents the third quarter audit for 2023. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 07/01/2023 and 09/26/2023 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency had two (2) vehicles on a hotlist. The two hot listed vehicles were appropriate and within policy.

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Released By: S.Kaluza Date: 05/16/24



Police Department
MEMORANDUM

Date: 12/20/2023

To: Chief Greene

CC: Lt. Menesini

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 12/20/2023 I conducted an audit of all data detection browsing inquiries between 010/01/2023 and 12/20/2023. This time represents the fourth quarter audit for 2023. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 10/01/2023 and 12/20/2023 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency has zero (0) vehicles on a hotlist.

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Released to: Gregg Horton per PRA Request

Released By: S.Kaluza Date: 05/16/24



Police Department
MEMORANDUM

Date: 04/26/2024

To: Interim Chief Menesini

CC: Lt. Hart

From: Lt. Criado

Subject: ALPR (FLOCK) Data detection browsing audits

On 04/2/2024 I conducted an audit of all data detection browsing inquiries between 01/01/2024 and 03/31/2024. This time represents the first quarter audit for 2024. From these detection browsing inquiries, a sampling of 10 randomly selected detection browsing inquiries were selected for review.

I found all ten (10) inquiries between 01/01/2024 and 03/31/2024 were appropriate and within policy.

Sergeants are responsible for supervising and managing their team's respective hotlist. Additionally, I conduct weekly reviews of these agency hotlist folders as an additional oversight to ensure vehicles listed by our agency are removed from the system appropriately. At the time of this audit our agency had four (4) vehicles on a hotlist. The four hot listed vehicles were appropriate and within policy.