

ACTION ITEM 10-B

The Special Order provides guidance and procedure for the response, immediate actions, follow-up, proper documentation, and auditing of VPD's gunshot detection technology incidents that occur within the City of Vallejo. The Vallejo Police Department (VPD) will begin utilizing Gunshot Detection System for a one (1) year Beta Test. During this testing period, VPD will evaluate the effectiveness of the technology, identify issues or areas of concern, and if possible develop mitigating strategies. VPD will report findings monthly to the City Council and Surveillance Advisory Board to technology that promotes accountability and transparency.

All data generated by this system are for official use of this department. Due to the possibility that such data may contain confidential information, this raw data is not releasable to the public.

Description of the Technology

VPD uses the Gun Shot Detection System (currently the FLOCK Raven© system) to record gunshot sounds and use sensors to locate the origin of the gunshots. The GSD system enables VPD to be aware of gunshots in the absence of witnesses and/or reports of gunshots to VPD's Communications Division. The GSD system notifies all trained personnel of gunshot events, allowing trained personnel to verify the recording and respond quickly to gunshots and related violent criminal activity.

How Raven Works

VPD's GDT system employs acoustic sensors strategically placed in specified areas (commonly referred to as a "coverage area.") When a gun is fired, the sensors detect the firing of the weapon. The audio triangulation of multiple installed sensors then pinpoints a gunfire location and sends the audio file and triangulation information to trained personnel who are logged in and monitoring the system. Once the gunshot is verified, officers will be notified to formulate the proper response. .

The GDT System

GDT Sensors: Sensors are installed in several geographic areas based on past analysis of gun related crime. Sensors are placed in varying locations, based on the density of buildings, foliage, street configuration, and other factors that affect sound. Sensors are deployed in these coverage areas in a manner that allows for triangulation of gunshots.

VPD's GDT Software System: This system is cloud-based; VPD authorized personnel can use internet browsers to connect to the FLOCK© system through authorized devices. Within the system, there are layers of access based on the users' responsibility. The system has full auditing capabilities to ensure the proper use and access of

information. Periodic Audits will be conducted to ensure the system is being utilized properly. Audits can be done at any time and no less than on a yearly basis.

General Guidelines

Authorized Use

The Chief of Police or designee shall provide necessary training and/or technical assistance for GDT usage. Trained VPD personnel shall be granted access to VPD's GDT system.

1. The GDT shall only be used for locating gunshots. The system shall never be used to record human conversations except where such conversations are unintentionally recorded in connection with gunshot recordings.
2. Once a notification is received the detection will have to be verified by the user prior to taking further action.
3. If the notification is confirmed as a gunshot, the user shall ensure an incident is added to VPD's computer-aided dispatch (CAD) as "RAVEN"
4. If the notification is determined to not be a gunshot, notes should be added to the GDT system to ensure the false notification is documented.
5. Any response, detention, arrest or other enforcement based on a gunshot detection shall be done in accordance with VPD Policy and applicable laws

Restrictions on Use

Department members shall not use or allow others to use the GDT acoustical recording equipment, system or data for any unauthorized purpose.

Violation of this Special Order may lead to disciplinary actions.

Use Priority

All GDT activations shall be treated as a priority one call

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Data Access

Only authorized personnel may access the GDT system data. They may only use the data for legitimate law enforcement purposes only, such as when the data relate to gunshots, a specific criminal investigation, or department-related civil or administrative action.

Only specifically trained personnel authorized by the Chief or Chief-designee (e.g. personnel with VPD Crime Analysts, Members of the Detective Division, program manager) will have access to historical GDT system data.

All verified GDT system activations are entered into OPD's computer-aided dispatch (CAD) record management system (RMS) with GDT system-specific ID numbers.

Authorized personnel can then query the CAD/RMS system for any and all GLD system activations.

RAVEN Data

Data Collection and Retention

GSD acoustic data is recorded when sensors record sounds that match the acoustic signatures of gunshots. The sensors are constantly recorded into acoustical format files. These files are then automatically deleted unless a gunshot is detected for analysis. There is a 3 day buffer which allows a reasonable time for VPD to historically check for GSD data.

2. The sensors delete all acoustic data after 36 hours unless the gunshot-like impulsive acoustic event is verified by an authorized user. Only verified gunshot data is maintained in perpetuity by VPD.

Data Security

All data will be closely safeguarded and protected by both procedural and technological means:

Authorized personnel may only access the GSD system through their specific login/password-protected login.

Releasing or Sharing GLD System Data

GSD system data may be shared only with other law enforcement or prosecutorial agencies based on a need to know and a right to know, or as otherwise required by law, using the following procedures:

1. The agency makes a written request for the GSD data that includes:
 - a. The name of the requesting agency.
 - b. The name of the individual making the request.
 - c. The need for obtaining the information.
2. The request will be reviewed by the Investigations Bureau Commander or his designee and approved before the request is fulfilled.
3. The approved request is retained on file with the Crime Analysis Unit, and shall be included in the annual report.
4. Requests for GSD data by non-law enforcement or non-prosecutorial agencies will be processed through applicable laws, Public Records Access (Civil Code § 1798.90.55), and per any interagency agreements.

GSD System Coordinator

During the GSD beta testing the Captain of Operations will be designated as the Administrator. The Captain, or designee, shall be responsible for developing guidelines, procedures, and processes for the proper collection, accuracy, and retention of GSD System data.

Monitoring and Reporting

The Vallejo Police Department will monitor its use of the GSD system to ensure the accuracy of the information collected and compliance with all applicable laws, including laws providing for process, and time period system audits.

Department members shall document each interaction with the GSD System, when in the field, and when uploading reports to the CAD system, by indicating in their report that such technology was used, and noting what benefit from the use of the technology was received if any. Such benefits could include recovery of weapons, shell casings, identification of suspects, victims or witnesses, situational awareness, and faster transport to or received of medical care including first aid.

The Flock / Raven Administrator shall provide the Chief of Police, Surveillance Advisory Board, and City Council with a monthly use and evaluation report during the Beta testing. After Approx. 9 months of Beta Testing, the administrator will provide a comprehensive report providing the use, impact, and analysis of the technology along with any recommendations. These reporting procedures will assist in evaluating the efficacy of this policy and equipment.

Training

The Training Section shall ensure that members receive department-approved training for those authorized to use or access the Raven system.