



# City of Emeryville

CALIFORNIA

## MEMORANDUM

**DATE:** October 30, 2018  
**TO:** Christine Daniel, City Manager  
**FROM:** Captain Oliver Collins  
**SUBJECT:** **Resolution Of The City Council Of the City Of Emeryville Authorizing the City Manager To Accept A Grant From The U.S. Department Of Justice, Office Of The Attorney General, Bureau Of Justice Assistance (BJA) Program, In The Amount Of \$67,500 To Upgrade The Police Body Worn Camera System (“Grant”), Execute The Funding Agreement For The Grant And The Grant Funds To Be Added To Fund Account 254-Grant Project Number 19254011 – Body Worn Camera**

### RECOMMENDATION

Staff recommends that the City Council adopt the above-referenced resolution, which will provide funding to upgrade the current body worn camera system by purchasing new equipment and video evidence storage.

### BACKGROUND

The U.S. Department of Justice offers law enforcement grants to assist agencies in acquiring equipment proven essential to effectively perform their duties. The U.S. Office of the Attorney General, Bureau of Justice Assistance (BJA) has grant funding available to assist municipal Police Departments in creating or improving their body worn camera programs. The Police Department applied for this BJA grant funding and requested \$120,000 to fund a new body worn camera system. On September 26, 2018, the Police Department was notified that \$67,500 in BJA grant funding was awarded.

This funding is critical to allow the Police Department to upgrade our aging body worn camera system. A new system will enhance the ability of the Police Department to retain video evidence, to ensure staff accountability, and to increase efficacy. This grant funding will pay for slightly more than half of the projected estimate of \$120,000 for a new system. The Police Department will need to identify a funding source for the remainder of the cost if a full replacement of the system is undertaken.

The grant period is October 1, 2018 through September 30, 2021.

### DISCUSSION

The \$120,000 of grant funding requested was the estimate for replacing the body worn camera system. The grant funding awarded (\$67,500) is just over half of the amount requested. Therefore, the Police Department must decide whether to simply upgrade the current system or replace it. Upgrading the current system will likely cost less than the \$67,500 funded and not require the Police Department to supplement any additional

funding. Replacing the current system may require the Police Department to supplement the grant funding depending on how high the project bids are.

The management of the current body worn camera system requires Police Department staff to dedicate time to process the video recordings. The Criminal Investigation Section staff are required to download video files from the operating system and transfer the video files onto storage media (CD-R), for evidence purposes and to forward to the District Attorney for use in the prosecution of cases. Current technology exists that eliminates the need to produce CD-Rs and facilitates storage of digital video evidence in a cloud-based system. This will save significant staff time in burning the CD-Rs and booking evidence. The new systems are encrypted and secure, so digital video evidence can be saved and accessed via a secure web link.

The aging body worn camera system currently in use requires more staff time to maintain functionality. As with many technology projects, the hardware has an expected useful lifespan. In this case, the hardware for this system is being replaced incrementally, one camera at a time. While this makes sense from a business perspective, it cannot be predicted when a camera will malfunction, and the turnaround time to replace or repair a camera for officer use is inefficient.

When body worn cameras stop working, the City's IT department collects the non-functioning camera, contacts the vendor and sends the device for repairs or replacement. This process is time-consuming and the camera can be out of service for weeks. With a new system, we will have the ability to retain working spare cameras to replace non-functioning cameras right away. Additionally, with a new system, we should see a dramatic decrease in the frequency of camera parts malfunctioning or breaking down. Our current system includes an assortment of models, some of which are no longer being manufactured.

Some of the administrative steps necessary for the Police Department to identify a new body worn camera system include, but are not limited to, the following action items:

- Identify the needs of the Department relating to a body worn camera system and data storage requirements
- Research and prepare RFP
- Review and select a vendor after the RFP
- Work through the contract and obtain approval
- Staff training
- Implementation phase
- Review and refinement of the systems
- General ongoing system maintenance

The City's IT Manager has been consulted on this project and has provided input. He is in agreement that an updated body worn camera system is necessary.

## **FISCAL IMPACT**

The grant funding should be sufficient to upgrade the current body worn camera system but may not be enough to replace the system. The system replacement costs could include the cloud-storage component, which makes up the significant cost difference between upgrading the old system versus replacing it. If the recommendation to explore replacing the system is adopted, Police Department staff will seek other grant funding sources to supplement the cost of the new system.

Costs up to \$67,500 will be reimbursed through this grant. This project will also require staff time to put out an RFP for a new body worn camera system and digital media evidence storage system. However, since the BJA grant operates through a reimbursement process, all monies spent up to \$67,500 will be reimbursed through this grant.

The BJA grant funding is based on the federal fiscal year calendar and this grant funding is a three-year grant cycle. The grant timeline is 10/01/18 through 09/30/21. The City of Emeryville expenditures will come from FY18/19, FY 19/20 and/or FY20/21. The equipment costs will be submitted to the grant reporting database on a quarterly basis. Depending on the specific date(s) of the purchases, reimbursements are anticipated to occur primarily during only one of the three mentioned City fiscal years.

## **STAFF COMMUNICATION WITH THE PUBLIC**

None at this time. It is anticipated that a press release will be distributed once the grant approval has been finalized.

## **CONFLICT OF INTEREST**

None

## **CONCLUSION**

This body worn camera grant provides a valuable opportunity for the Emeryville Police Department. Staff recommends accepting this grant funding.

**PREPARED BY:** Oliver Collins, Emeryville Police Department Captain

## **APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:**



Christine Daniel, City Manager

## **ATTACHMENTS**

- Draft Resolution