



# Managing Digital Evidence from Body-Worn Cameras: Case Studies in Seven Sites

## Appendices

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*Moving Organizations Forward*



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# Managing Digital Evidence from Body-Worn Cameras: Case Studies in Seven Sites

## Table of Contents

<b>Chapter 1</b>	<b>Introduction</b> Craig D. Uchida and John Markovic	Page 1
<b>Chapter 2</b>	<b>Managing Digital Evidence in A Large Agency: The LAPD Experience</b> Craig D. Uchida, with Kyle Anderson	Page 5
<b>Chapter 3</b>	<b>Managing Digital Evidence in A Large Agency: The Phoenix Experience</b> Charles M. Katz	Page 19
<b>Chapter 4</b>	<b>Managing Digital Evidence in a Mid-Sized Agency: Lessons from Glendale, AZ</b> Michael D. White and Quin Patterson	Page 32
<b>Chapter 5</b>	<b>Managing Digital Evidence in a Mid-Sized Agency: The Rochester Experience</b> John McCluskey	Page 40
<b>Chapter 6</b>	<b>Managing Digital Evidence: The South Florida Collaboration</b> Shellie E. Solomon and Christine Connor, with Jennifer Schmitz	Page 52
<b>Chapter 7</b>	<b>Managing Digital Evidence in a Sheriff's Office: The Harris County Experience</b> Center for Justice Research and Innovation, CNA	Page 68
<b>Chapter 8</b>	<b>Findings, Conclusions, and Recommendations</b> Craig D. Uchida	Page 76
<b>Appendix 1</b>	<b>Interview Protocols</b>	Page 82
<b>Appendix 2</b>	<b>LAPD Special Orders</b>	Page 88
<b>Appendix 3</b>	<b>Fort Lauderdale BWC Policy, Digital Evidence Policy, and List of Retention Categories</b>	Page 104
	<b>About the Organizations and Authors</b>	Page 127

## **Appendix 1**

### **Interview Protocols**

## **Digital Evidence Management & BWC: Interviews**

### **Interviewees (not an all-inclusive list – there may be others that could be interviewed)**

- (1) Individual responsible for initial adoption [Primary Source for identifying others, notably 2-5 below]
- (2) Supervisors (day-to-day)
- (3) Investigators
- (4) Internal affairs
- (5) IT/digital evidence manager
- (6) Compliance Unit (LAPD)
- (7) District Attorney's office (external)
  - a. Generalist
  - b. Specialized (e.g., family/domestic violence)
- (8) Other [Public Defenders, Judges, Other Key External/Internal Users, identified by #1]

### **Metrics**

- (1) Obtain basic information for metrics for 2019 –Number of officers with cameras? Number of cameras? Number of videos for the year? Average length of time for videos & variation in length)
- (2) Data size – how much storage space is used?

### **Process**

- (1) Initial interview with individual responsible for initial adoption.
- (2) Interview with interviewees 2 to 6 depends on the initial interview.
- (3) DA interviews are last to give best understanding of process before talking about downstream effects

This project will attempt to address three basic questions:

- 1) What are the key challenges facing law enforcement organizations and prosecutors' offices regarding the management of digital evidence obtained from body-worn cameras?
- 2) To what extent and in what ways do implemented technologies address or define these issues?
- 3) What are the typical volume and flow of BWC footage from point of collection, tagging, to end-users inside and outside the police department?

**Internal – Police Department BWC Management, Expanded but not subdivided by implementation, technical management, internal power user role, as yet.**

The onsite interviews will collect information that focuses on the following key topics:

1. Platform considerations and DEM
2. Collection processes (tagging/archive/retention)
3. Access
4. Use
5. Policy changes

- A. What platform types (camera/dock/storage) were considered prior to adoption? Cloud? On premises?
  - a. What factors influenced choice?
  - b. What was the configuration for initial implementation of BWC?
    - i. Has that technical configuration changed substantially?
  - c. Number of cameras, longitudinal account of roll out time and milestones? Is it complete? Are more rolling out?
  - d. Resolution and Frames per minute of camera
- B. Collection Process
  - a. Recording policy
    - What were the considerations surrounding:
      - i. Mandatory/discretionary events
      - ii. Officer's role in footage archiving
      - iii. Tagging footage
        - 1. What is the process? [has it changed-if so, why?]
        - 2. What is the policy [has it changed-if so, why?]
        - 3. Is there a centralized audit/tracking of tagging
          - a. If so what is the process
          - b. If so, what are the results (report, public info, internal only?)
        - 4. Do supervisors audit?
          - a. Is it policy?
          - b. Tracked?
          - c. What do they look for if auditing?
          - d. Have supervisors raised issues in audits
            - i. Internal complaints
            - ii. Policy violations
            - iii. Other?
  - b. Retention policy (how much footage is retained and why?)
    - i. Use to develop Flow chart of common metric [TBD] data flow
      - 1. Videos per month / per officer at full camera deployment point
      - 2. Amount of video in bytes and time (resolution dependent storage amount?)
      - 3. Is video discarded after X time? If so, how much? Any review process for discards?
- C. Access
  - a. How is access to BWC managed on day-to-day cases (not extraordinary cases, such as those going to internal affairs)
  - b. Is there Access Tracking
    - i. downloads
    - ii. views
    - iii. management of access (e.g., lock down?)
    - iv. Are any of the above reported? Tracked? Case-by-case? Systematically? A plan for this?
- D. Use & Policies for BWC INTERNAL use as evidence

- a. Civilian Complaints, How many are there? What is the complaint process in the department (anon. complaints allowed?, must report in person? Sign off on complaint?)
  - i. Once there is a case, is there automatic access, and, if so by whom (internal, external, public)?
    - a. Supervisor role in complaint process?
    - b. I.A. role in process?
    - c. Civilian review board role?
  - ii. How many complaints have video that speaks directly to issue? All? Most, Some? Try to get a number and then determine percentage
  - iii. What is process for review and evaluation?
    - a. Annotation
    - b. Storage process (disk, cloud, internal server)
  - iv. Union review and access?
  
- b. Use of force: How many are there per year? What is the UoF filing process in the department (categorizations for review, mandatory review, by whom?)
  - 1. Once there is a Use of Force, is there automatic access, and, if so by whom (internal)? What is no video?
    - a. Supervisor role in use of force review?
    - b. I.A. role in process
  - 2. What is process for review and evaluation?
    - a. Annotation
    - b. Storage process (disk, cloud, internal server)
  - 3. When does a UoF proceed forward in the chain of review and when does it stop?
  - 4. Lock down and review
  - 5. Union review and access?
  - ii. Internal Issues that turn into Criminal cases: What is the DEM flow? How does info migrate to Prosecutor's office? Same as non-police criminal complaint?
  
- c. Investigative usage of BWC [internal process that gets BWC to prosecutor]
  - i. Officers/detective/investigator use of BWC in day to day "case making"
    - 1. DWI?
    - 2. IPV cases?
    - 3. Disorderly Conduct
    - 4. E.g., video use for report writing/crime element accounting?
  - ii. Officer –involved cases
  - iii. Supervisory review process
  - iv. Detective/investigator uses
  - v. Assembling video for passing on to Prosecutor's office
  - vi. Feedback from Prosecutor back to Police regarding evidence, elements, and or behavior?
  
- d. Supervisor
  - i. Any use related to general supervision
    - 1. Day-to-day report writing

2. charge filing
3. personnel review
4. training

E. Evaluation of footage for BWC in addressing these issues

- a. What are the strengths of the footage in contributing to evaluations within these two processes? (Audio and video aspects)
  - i. Clear recording offers definitive evidence (but what of problematic recording [night, unclear, malfunctions, falls off])
- b. What are the weaknesses of the footage in contributing to evaluations within these two processes? (Audio and video aspects)
  - i. Time that it takes to review
  - ii. Interpretation
  - iii. Annotation (is there a software solution for this?)
  - iv. Assembling definitive footage of record?

F. Charting change from implementation consideration to the present and future

- a. Have policy changes or other process changes in managing video occurred since adoption?
 

If so, What are they and why did changes occur? Do changes relate to...

  - i. New software capacity,
  - ii. New hardware,
  - iii. New resolution/camera capacity
  - iv. Any changes in response to legislation/external policy?
  - v. Any changes based on feedback from other agencies/public?
  - vi. Other, such as a particular incident?
- b. Are there other policy/process changes you are planning?
 

If so, What are they and why are changes planned? Do changes relate to...

  - i. New software capacity,
  - ii. New hardware,
  - iii. New resolution/camera capacity
  - iv. Any changes in response to legislation/external policy?
  - v. Any changes based on feedback from other agencies/public?
  - vi. Other, such as a particular incident?
- c. Are there changes you would prefer to make/could have made or would have adopted at the outset of the BWC implementation that are not feasible now? What are they and why do you prefer these policy/process changes? Do changes relate to...
  - i. New software capacity,
  - ii. New hardware,
  - iii. New resolution/camera capacity
  - iv. Any changes in response to legislation/external policy?
  - v. Any changes based on feedback from other agencies/public?

vi. Other, such as a particular incident?

G. External stakeholders: Prosecutors

a. Role and contribution in implementation

b. Current process for receipt of data

i. Review routines for case processing

1. Who is eligible

2. Any changes in process

3. Changes in technology

ii. Process for managing BWC in cases

1. Dissemination (e.g., discovery)

2. Redaction

3. Annotation

4. Retention

iii. Add in points from F above, regarding continuity, change, and future planning around BWC usage

**Appendix 2**  
**LAPD Special Orders**

## 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](mailto: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

DISTRIBUTION "D"

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 45

October 20, 2009

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON OCTOBER 20, 2009

**SUBJECT: DIGITAL IN-CAR VIDEO SYSTEM USE AND DEPLOYMENT -  
PILOT PROGRAM**

**EFFECTIVE: IMMEDIATELY**

**PURPOSE:** The Los Angeles Police Department is deploying the Digital In-Car Video System (DICVS) inside patrol vehicles. The Digital In-Car Video System is a powerful law enforcement tool that contributes significantly to officer safety, provides evidence for criminal prosecutions, resolves biased policing complaints, and fosters positive relations with the community.

**PROCEDURE:** The Digital In-Car Video System is designed to assist 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 Digital In-Car Video System is being deployed in order to provide Department employees with a tool for crime documentation and prosecution, and not to monitor private conversations between Department employees.

**I. RECORDING LAW ENFORCEMENT ACTIVITIES**

**A. Required Activation of the Digital In-Car Video System.** Officers shall activate the DICVS during the initiation of the following activities:

- \* All vehicle stops;
- \* All Code 3 responses and pursuits;
- \* All suspect transports;
- \* All pedestrian stops (when practicable); and,
- \* Any other occasion when, in the officer's judgment, it would be beneficial to do so. This may include, but is not limited to, stops and detentions, crimes in progress when recording is reasonably feasible, Mobile Field Force situations, or any situation, condition, or event presenting the potential for injury, loss of life, damage to property, or any potential risk-management issue.

**Exception:** Exigent circumstances may preclude officers from activating the DICVS. Each exception will be evaluated on a case-by-case basis.

**B. Deactivation of the Digital In-Car Video System.**

Once the DICVS is activated, the front camera shall remain activated until the entire incident or field contact has stabilized or the contact has ended. The rear camera shall remain activated until the suspect (rear passenger) has exited the vehicle.

**Note:** The Digital In-Car Video System can only be deactivated from the inside of the vehicle.

**II. REVIEW OF MATERIAL RECORDED BY THE DIGITAL IN-CAR VIDEO SYSTEM.**

The recorded video file can be viewed on the Mobile Data Computer. Once the video file is transferred to the Area's station, it can also be viewed on the Department's Local Area Network.

**Note:** Officers shall not alter, delete, or download any video footage recorded by the DICVS.

- A. Documentation.** When preparing crime and/or arrest reports, the reporting employees shall, when practicable, review any incident captured on video to refresh their recollection.
- B. Situations Involving the Use of Force.** Prior to being interviewed regarding a use of force (UOF), officers shall, when practicable, review 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 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 present during the interview.

The separating and monitoring of the 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 officer-involved-shootings. The timely urgency associated with the PSS will, in most cases, preclude an officer 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.

**III. MISUSE OR ABUSE OF DIGITAL IN-CAR VIDEO SYSTEM RECORDINGS.**

All data and imagery captured by the DICVS are the sole property of the Los Angeles Police Department. Employees are reminded that any misuse or abuse of DICVS audio and/or video recordings may result in disciplinary action. Department Manual Section 3/405 outlines the Department's policy regarding confidential files, documents, records and reports. The unauthorized use of recordings in the custody of Department personnel is prohibited and could subject the employee to disciplinary action and/or criminal prosecution.

**AMENDMENTS:** This Order adds Section 3/579.13 to the Department Manual.

**AUDIT RESPONSIBILITY:** The Commanding Officer, Internal Audits and Inspections Division, shall monitor compliance with this directive in accordance with Department Manual Section 0/080.30.



WILLIAM J. BRATTON  
Chief of Police

DISTRIBUTION "D"

# OFFICE OF THE CHIEF OF POLICE

ADMINISTRATIVE ORDER NO. 6

April 13, 2018

APPROVED BY THE BOARD OF POLICE COMMISSIONERS ON MARCH 20, 2018

**SUBJECT: CRITICAL INCIDENT VIDEO RELEASE POLICY – ESTABLISHED**

**PURPOSE:** It is the intent of the Los Angeles Board of Police Commissioners (Commission), through the adoption of this policy, to increase transparency with respect to the operations of the Los Angeles Police Department (LAPD); and in doing so, foster greater public trust. The people of Los Angeles have an undeniable interest in being informed, in a timely fashion and based on the most accurate information available, about how their police department conducts its business, especially where officers use lethal force or where the use of force by the police result in the death or serious injury of a civilian.

This policy sets the standards and criteria for the public release of video recordings that capture critical incidents involving LAPD officers. This policy is intended to balance two important interests: the public's interest in transparency and police accountability, and the privacy interests of the individuals depicted in such videos. The public has a strong interest in obtaining timely access to information, including video footage, regarding incidents where officers use lethal force and/or where a person has died or suffered a serious injury as a result of a police encounter or while in police custody. At the same time, the individuals who appear in these videos have a privacy interest which must be considered. These individuals include not only the involved individuals and the police officers, but also witnesses, bystanders, and the subject upon whom force is used.

There are considerations, such as preserving the integrity of related investigations, that may justify a delay or deviation from the standard procedure, and these considerations are also detailed in this policy. In recognizing that a video may not tell the whole story, the LAPD will also provide the necessary context when releasing video so the public has the most accurate picture of what occurred based on the information known at the time of release.

This policy takes effect on April 19, 2018. This policy does not apply retroactively to any incidents occurring prior to this date.

**PROCEDURE:** Department Manual Section 1/420.55, *Critical Incident Video Release Policy*, has been established and is attached.

**AMENDMENT:** This Order adds Section 1/420.55 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.

A handwritten signature in black ink, appearing to read 'Charlie Beck', is written over a faint, circular stamp or watermark.

**CHARLIE BECK**  
**Chief of Police**

**Attachment**

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**DEPARTMENT MANUAL  
VOLUME I  
Revised by Administrative Order No. 6, 2018**

**420.55 CRITICAL INCIDENT VIDEO RELEASE POLICY.**

*It is the policy of the Los Angeles Police Department (LAPD) that video evidence in the Department's possession of "Critical Incidents" involving LAPD officers be released to the public within 45 days of the incident. The Board of Police Commissioners (Commission) or the Chief of Police (COP) may determine that earlier release is in the public interest. This release shall consist of relevant video imagery that depicts the actions and events leading up to and including the "Critical Incident." Relevant video imagery is video and accompanying audio footage that is typically considered by the COP, Commission, and criminal prosecutors to determine the propriety of an officer's conduct during such "Critical Incidents." The release of video shall be accompanied by additional information to provide context based on the evidence available at the time of release.*

**Critical Incidents.** *This policy applies to video imagery concerning the following types of incidents:*

- *Officer-involved shootings, regardless of whether a person was hit by gunfire (this does not include unintentional discharges or officer-involved animal shootings);*
- *A use of force resulting in death or serious bodily injury requiring hospitalization;*
- *All deaths while an arrestee/detainee is in the custodial care of the Department unless there is no preliminary evidence of any of the following: misconduct, a use of force, or an act committed by an arrestee/detainee that appears intended to cause injury or death; or,*
- *Any other police encounter where the Commission or the COP determines release of video is in the public's interest.*

**Video Sources.** *The sources of video that may be released pursuant to this policy includes, but are not limited to, body-worn camera video, digital in-car video, police facility surveillance video, video captured by the Department's use of a small Unmanned Aerial System, and video captured by third parties that is in the Department's possession.*

**Privacy Protections.** *Video shall not be released where prohibited by law or court order. Further, consistent with the protections afforded juveniles and the victims of certain crimes, video imagery shall be redacted or edited to the extent necessary to ensure that the identity of such individual(s) is protected. Where the video cannot be sufficiently redacted or edited to protect the person's identity, it shall be withheld. In addition, video may also be redacted or edited to protect the privacy interests of other individuals who appear in the video. In each instance, such redaction may include removing sound or blurring of faces and other images that would specifically identify involved individuals, sensitive locations, or reveal legally protected information. Further, where possible, such redaction or editing shall not compromise the depiction of what occurred during the incident.*

**Delayed Release.** *There may be circumstances under which the release of such video must be delayed to protect one or more of the following:*

**DEPARTMENT MANUAL  
VOLUME I  
Revised by Administrative Order No. 6, 2018**

- *Safety of the involved individuals, including officers, witnesses, bystanders, or other third parties;*
- *Integrity of an active investigation (including criminal or administrative);*
- *Confidential sources or investigative techniques; or,*
- *Constitutional rights of an accused.*

***These reasons may not be general; they must have a factual basis and be specific to the individual case. For example, investigators have identified but not yet been able to interview a key witness to the incident. The delay of the release of video, in accordance with this policy, shall be made pursuant only to the unanimous decision of the COP and the Commission's two designated liaisons for video release. In the absence of an unanimous decision supporting a delay, the video imagery shall be released. Any decision to permit a delay shall be re-assessed every 14 days. If the delay in the release continues for more than 28 days, the matter shall be placed on the next regularly-scheduled Commission meeting for consideration of the continued justification for delay, as well as the anticipated time frame for release. The Commission shall make the decision to release or continue the delay. The video imagery in question shall be released as soon as the reason for delay has been resolved.***

***Notifications. Absent exigent circumstances, reasonable attempts shall be made to notify the following individuals or entities 48 hours prior to the release of video imagery:***

- *Officers depicted in the video and/or significantly involved in the use of force;*
- *The subject upon whom force was used;*
  - *If the subject is deceased, the next of kin will be notified.*
  - *If the subject is a juvenile, the subject's parents or legal guardian will be notified.*
  - *If the subject is known by the Department to be represented by legal counsel, that representative will be notified.*
- *The District Attorney's Office and City Attorney's Office;*
- *The Los Angeles Police Protective League; and,*
- *Other individuals or entities connected to the incident as deemed appropriate.*

***Posting. All released video shall remain posted on the Department's designated website until 12 months after the Commission adjudicates the incident.***

***Release – Limited Waiver. The release of any specific video imagery does not waive the Department's right to withhold other video imagery or investigative materials in the same case or any other case, as permitted by law. This policy is not intended to displace or supersede any legal right or remedy available to any person or entity, and it is also not intended to prevent or hinder compliance by the Department with respect to any legal disclosure requirements, including but not limited to, any court order or disclosure provisions of the California Public Records Act.***

## **Appendix 3**

### **Fort Lauderdale BWC Policy**

#### **Digital Evidence Policy**

#### **List of Retention Categories**

<b>POLICY 315</b>	<b>BODY WORN CAMERA (BWC) POLICY</b>	
	12/17,11/18,12/18,10/19,11/19, <b>10/20</b>	RELATED POLICIES: <b>105.0</b>
	CFA STANDARDS: 32.02	REVIEWED:AS NEEDED

**A. PURPOSE**

The purpose of this policy is to provide department personnel who are equipped with Body Worn Cameras, guidelines for the use, management, storage, and retrieval of audio-visual media recorded by body worn camera systems. The use of body worn cameras may increase the ability of users to effectively enforce the law, obtain evidence for criminal prosecutions, protect department personnel from false allegations of misconduct, document interactions with the public, increase departmental transparency and improve conduct by all parties during police/public interactions.

BWC systems are not a substitute for department members’ reasonable beliefs and perceptions and cannot account for the physiological responses during critical incidents such as visual tunneling and auditory exclusion. BWC recording systems should not be viewed as the sole measure of truth or as the totality of the circumstances, because such systems and their inherent limitations only capture video and audio evidence from the camera’s physical position on the scene and not necessarily from the user’s overall perspective.

**B. POLICY**

It is the policy of the Fort Lauderdale Police Department to utilize BWC to document law enforcement interactions with the public by capturing evidence of the actions, conditions and statements of all involved parties. Sworn staff members below the rank of lieutenant are required to use BWCs while engaged in field activities. All sworn staff, regardless of rank shall utilize BWCs while working off-duty details.

Exceptions to this policy may be granted by the Chief of Police or designee as deemed appropriate. Department members assigned to work undercover, or when the use of a BWC would be deemed impractical for the task assigned are exempted. Department members who are assigned to work in the Special Investigations Division (SID) or Task Force assignments with agencies prohibiting the use of BWC systems are exempted. Criminal Investigations Division (CID) and Street Crimes Division (SCD) detectives shall have the BWC immediately accessible for use at all times and shall be utilized in circumstances of actual or potential enforcement action as a situation dictates.

All department members will be indemnified and held harmless by the City of Fort Lauderdale for any civil liability resulting from their work related use of the BWC, in accordance with Section 2-42, Code of Ordinances of the City of Fort Lauderdale.

## C. DEFINITION:

1. **Digital Evidence System Administrator (DESA):** Department member with full administrator rights who assigns and tracks BWC equipment, controls passwords, acts as a liaison with equipment vendor representatives, manages the department's BWC devices, and is responsible for overseeing the retention and dissemination of all digital evidence stored in the digital evidence management system.
2. **Evidentiary Value:** A recording of an incident or encounter has evidentiary value if it could be considered useful for investigative or prosecutorial purposes, including, but not limited to, a crime, arrest, administrative investigation, a search, an inventory, response to resistance incident, pursuit, expedited or emergency response, or incidents involving injury or death.
3. **DEMS:** Cloud based digital evidence management system, containing all evidence captured, obtained, or imported into the database.
4. **Powered On:** The BWC is powered on in either an Activated or Deactivated state, i.e. the BWC is recording or ready to record immediately upon activation.
5. **Activation:** The BWC is powered on and recording.
6. **Standby Mode (Deactivation):** The BWC is powered, but is not recording. The BWC is maintaining a 30 second pre-recorded video buffer, in the event it is activated, the previous 30 seconds of video will be included in the recording without audio.
7. **Live Mapping:** Allows authorized users to review the real-time location of officers actively recording an incident under emergency circumstances.
8. **Live Streaming:** Allows authorized users to remotely view officers' BWC video while the officer is actively recording.
9. **Axon Signal:** Ability for the officer's BWC to be automatically activated upon a CEW being turned on by the same officer. This function will not turn on during a proper spark test.

## D. GENERAL PROCEDURES

1. BWC placement on the user shall be in accordance with the BWC systems manufacturer's instructions using the issued camera mounts. The BWC must be worn on the front of the torso, between the collar bone and navel, and must be unobstructed.
2. Plain clothes personnel (CID/SCD) may wear their BWC on the dress shirt or polo shirt when engaged in law enforcement actions, there is a potential that law enforcement action will take place, or during interviews. The camera must be worn

so that its view is unobstructed and shall be worn using the issued camera mounts.

3. Any time the BWC is activated it shall be worn by using the issued camera mounts with the exception of utilization during the View Live function on the tablet or prisoner transport to capture activity in the prisoner compartment of the vehicle. It shall be incumbent upon the officer to return the BWC to the mount prior to exiting their vehicle. Station Report Officers are permitted to place the BWC on the desk to capture interactions with reportee.
4. General maintenance of the BWC shall be the responsibility of the department member issued the BWC. The equipment shall be operated in accordance with this policy, the manufacturer's recommended guidelines, and in compliance with the officer's training.
5. At the beginning of each shift, the assigned department member shall perform an inspection to ensure that the BWC is functional and fully charged.
6. Malfunctions, damage, loss, or theft of the BWC must be immediately reported to the BWC user's supervisor. A police report shall be completed any time a BWC is damaged, lost, or stolen.
7. Replacement BWC equipment may be obtained from the DESA during normal business hours. During non-business hours, a supervisor shall contact the DESA or their designee via email at [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) to resolve the issue.
8. The configuration of the BWC's capabilities shall be set for a 30 second pre-record buffering mode without audio.

**E. BEHAVIORAL THREAT ASSESSMENT:**

All BWC users have the discretion to activate their BWC when participating as part of a Behavioral Threat Assessment team with Broward County School employees/ officials.

However, BWC users shall activate their BWC if during the process they are in any encounter with:

1. Student(s) who is/are the subject of a Behavioral Threat Assessment.
2. Witness(s)/Victim(s) to a potential criminal act.
3. Parent(s).
4. Any individual(s) who is/are not part of the assessment team.

**F. BODY WORN CAMERA PROCEDURES**

1. Prior to engaging in law enforcement activity with the public, all BWC users shall activate their BWC, provided that the activation does not compromise their safety or the safety of others. The BWC user may, at their discretion, inform a member of the

public that the BWC has been activated.

2. All BWC users shall have their BWC powered on and in pre-recorded (buffer mode) while on duty, working off-duty details or while in uniform operating a marked vehicle.
3. All BWC users shall activate their BWC upon arrival to all calls for service.
4. All BWC users shall start and stop recordings by using the event button. Users shall not use the power ON/OFF switch to stop or start recordings. A hard stop using the power ON/OFF switch will damage the internal battery and control unit of the BWC.
5. Any time a BWC user has a member of the public in their care or custody, the BWC shall remain activated, for the duration of time that the member of the public is in the user's care or custody.
6. Any time an officer is involved in a fleeing vehicle/pursuit or driving in an emergency fashion (code 3 response), their BWC shall be activated if it is safe to do so.
7. BWC users shall activate their BWC during any encounter with an individual that may result in a Baker Act or Marchman Act.
8. Department members using a BWC during an interview, interrogation, statement, confession, and/or utterance shall:
  - a. Document the existence of a BWC recorded statement on all related reports or citations.
  - b. Properly record Miranda warnings, when given.
  - c. Attempt to secure signed consent and/or waiver forms.
  - d. Document all consents, waivers, and/or refusals on camera and in writing.
  - e. Supplement the BWC with a digital recording via the supplied viewer tablet.
9. Once the BWC is activated to record an interaction, it shall remain on until the event has ended. If it becomes necessary to turn off the BWC prior to the conclusion of a recorded incident, the user shall verbally record the reason prior to the deactivation, if it is safe and practical to do so.
10. When BWC users are interacting with victims, witnesses and others from the community who request NOT to be recorded, department members shall:
  - a. Use discretion in balancing the value of obtaining a recording with the victim's, witness', or community member's reluctance to provide information while being recorded.

- b. If the suspect of a crime is present, the BWC user shall not turn off the BWC.
  - c. If the BWC user decides to deactivate the BWC at the request of a victim, witness, or community member, the reason for the deactivation shall be verbally recorded prior to the deactivation. Additionally, the BWC user should attempt to record the victim's/witness'/community member's refusal to being recorded.
11. BWC users are not expected to record casual interactions with the public, such as exchanging pleasantries, providing directions, or while attending community meetings.
  12. BWC users providing assistance to, or receiving assistance from, an outside agency shall without compromising the safety of the user or others, notify such officer(s) that the incident is being recorded via a BWC.
  13. BWC users may deactivate the BWC at the conclusion of a law enforcement interaction with the public.
  14. If there is no evidentiary value, BWC users shall ensure their BWC is docked/uploaded at least once every shift.
  15. If the BWC captures any media of evidentiary value, BWC users shall ensure their BWC data is uploaded before the end of their shift, or prior to the device reaching maximum storage capacity, whichever comes first. If a user is unable to upload their data prior to the end of their shift, they shall obtain approval from a supervisor who shall send an email to the DESA at [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) advising of the reason for the delay.
  16. The BWC shall not be used for the purpose of generating compensation through unnecessary or frivolous usage.
  17. BWC users shall ensure that all captured videos are properly categorized and labeled with the proper retention categories and, when applicable, the properly formatted agency case number for all videos (for example, 34-1234- 567890).
  18. All BWC users shall ensure that all captured evidence taken in Axon Capture is properly categorized and labeled with proper retention categories and the properly formatted agency case number (for example, 34-1234-567890)
  19. Authorized users shall only access BWC footage in accordance with their assigned duties.
  20. A user MAY deactivate their BWC during non-enforcement activities including but not limited to:

- a. When directing traffic
  - b. When remaining on an accident scene, where the BWC user is not interacting with a member of the public
  - c. Waiting for a tow truck
  - d. Meal breaks
  - e. Assigned to a static post, where a user is not in contact with citizens
  - f. When discussing a specific case or exploring investigative strategies or options with others.
  - g. Department members are not required to deactivate their BWC when in contact with the public if they feel it is in their best interest to continue recording.
21. Prior to deactivating the BWC, users shall make a recorded announcement as to the reason the device is being deactivated. After a BWC is deactivated, it is the user's responsibility to ensure they reactivate their BWC should the circumstances require it.
  22. BWC Users shall promptly notify their immediate supervisor of any prohibited footage inadvertently captured by their BWC.
  23. BWC users who fail to activate their BWC at the onset of an incident that requires recording shall activate the BWC as soon as it is safe to do so. If a user fails to activate, interrupts, or deactivates their BWC during any portion of a situation that requires recording, the user shall notify their supervisor and the DESA via email at [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) as soon as possible, advising of the reason for the failure. In cases which require a police report, the BWC user shall document in the report the reason they failed to record the entire incident.
  24. BWC users shall document in the narrative of their incident report, supplement, or probable cause affidavit that the incident was captured on their BWC.
  25. BWC equipped department members and other employees involved in a recorded incident shall have the option to review recordings of an incident captured by a BWC when preparing written reports, supplements, or providing statements regarding any event arising within the scope of their official duties. However, if the BWC recording(s) is reviewed prior to authoring a report or supplement the following statement will be added to the report/supplement:
 

**“The content of this document is based on information obtained during the course of my investigation, my observations of the incident and a review of the recording captured by a body worn camera system.”**
  26. BWC users shall ensure that the BWC field in OSSI is marked yes (Y) when completing an incident report.

27. While completing the incident module, select one of the dropdown options in the Officer Narrative section. The dropdown options are:
  - a. No BWC and Affidavit
  - b. BWC, Viewed and Affidavit
  - c. BWC and Affidavit
  - d. Domestic Violence, Sexual Assault, BWC and Affidavit
28. Nothing contained in this section shall apply to an officer's inherent duty to immediately disclose information necessary to secure an active crime scene or to identify suspects or witnesses.

#### **G. SUPERVISOR RESPONSIBILITIES**

1. Supervisors may activate their BWC while handling phone complaints and the caller shall be advised the call is being recorded.
2. When notified of any prohibited footage inadvertently captured by a User's BWC, the supervisor will notify the DESA via email at [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) so appropriate action can be taken.
3. In any incident where an employee alerts a supervisor of a failure to activate his/her BWC, the supervisor shall, as soon as practical, review the incident footage available from other employees' BWC, who were present at the incident/scene before determining if any further action is necessary.
4. Perform a periodic review of actual BWC practices, including but not limited to recorded media, to ensure conformity with the agency's policies and procedures, in accordance with § 943.1718, Florida Statutes
5. Performing an audit of the DEMS, to ensure users are in compliance with the BWC policy. This will include department members activating their cameras on calls for service and uploading their digital evidence as required.

#### **H. AWARE AND LIVE STREAM PROCEDURES**

1. Axon Body 3 cameras (BWC) have built-in capabilities, which will provide real-time alerts, real-time location, and live streaming of critical incidents to include, but not limited to, the following:
  - a. Active shooters
  - b. Officer involved shootings

- c. Locating downed officer
  - d. Mass casualty event
  - e. Special Operations
  - f. Civil Unrest
2. Location and livestreaming are only available while the BWC is on and recording. Livestream can only be accessed by authorized users with proper permissions.
  3. These are three features that will alert an officer the livestream function has been activated:
    - a. The LCD display screen will show the “Livestream” icon while livestream is on.
    - b. If the officer has the volume on, the camera will provide three short rising pitch tones and one long vibration.
    - c. The Operation LED will change colors and blink purple.
  4. Audit Trail

When a livestream is accessed, the information is automatically logged in both the user and device audit trails. The user audit trail will show the date-time the livestream is accessed and closed, along with the serial number of the Axon Body 3 camera. The device audit trail shows the date-time the livestream was accessed and closed and shows which user accessed the stream.

5. Axon Aware and Role Permissions

The department’s Digital Evidence System Administrator (DESA) shall enable the appropriate permissions for the Roles authorized to utilize the Axon live mapping and live streaming function. The Axon Aware capability permissions will be granted to the rank of Lieutenant or higher and can only be used for the listed incidents in H. 1. or exigent circumstances.

**I. INCIDENTS INVOLVING DEATH OR SERIOUS BODILY INJURY**

1. Department members equipped with a BWC may encounter situations where critical incidents or special circumstances are captured on video. These situations require an immediate response from investigative units and include, but are not limited to, the following:
  - a. Officer-involved shootings.
  - b. Officer use of force resulting in serious injury or death.

- c. Officer-involved traffic crashes with fatalities or serious injuries.
- d. Serious injury or death of an officer in the line of duty.

During these circumstances department members equipped with a BWC that captured the incident shall notify a supervisor as soon as possible. The BWC shall be deactivated when the officer's interaction with the public has concluded.

- 2. The BWC shall remain affixed to the user in the same position it was worn throughout the event and shall not be removed unless necessary to render emergency medical attention. The lead investigator or designee will coordinate the response of the DESA or designee, who will retrieve the BWC from the user(s) and process it according to the agency's evidence handling standards. The DESA will be responsible for the recovery and storage of all evidence captured by the BWC.

**J. PROHIBITIONS/ RESTRICTIONS:**

- 1. The BWC shall not be used to record personal activity.
- 2. The BWC shall not be intentionally activated to record conversations of fellow employees without their knowledge during routine non- enforcement activities.
- 3. Except in the course of an active criminal investigation, the BWC shall not be activated in places where a reasonable expectation of privacy exists.
- 4. The BWC shall also be turned off ("powered down") when the user enters a restroom, locker room, and medical facilities for personal reasons.
- 5. Department members shall not make copies of any BWC recordings.
- 6. Department members shall not capture a screen shot of BWC recordings for their personal use and are prohibited from using a recording device such as a phone camera or secondary video camera to record such.
- 7. Department members shall not erase, alter, or tamper with any BWC recording.
- 8. No BWC recordings shall be posted on any social media site without prior approval from the Chief of Police or designee and the City Manager or designee.
- 9. Department members assigned a BWC shall not allow members of the public to review the recordings unless supervisory approval is obtained from a lieutenant or higher. Reviewing supervisor should take into account the individual's, who is captured on BWC, privacy rights, i.e. video obtained from inside a residence, medical/mental health facility, etc. when determining if the video should be shown to a member of the public.

10. Department members are prohibited from using any BWC that is not assigned to them. If a department member accidentally uses the wrong BWC for their shift, they must contact the DESA via email at [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) and their shift supervisor to have the data reassigned to their profile.
11. Department members shall not have other personnel dock their camera, with the exception of a DESA, when necessary.
12. Department members shall not intentionally obstruct the lens or microphone, or otherwise compromise the functionality of a BWC.
13. Supervisors shall not review recordings without cause or for the sole purpose of searching for violations of departmental policy not related to a specific cause, complaint or incident.
14. BWC users shall not activate the BWC while inside any police or City of Fort Lauderdale owned/leased facility in areas not accessible to the public, unless the user is in the process of handling an official law enforcement matter.
  - a. BWC shall not be activated during roll call, during non-investigative staff meetings, hearings, and encounters with other officers, supervisors, and command staff.
  - b. BWC shall not be used during an administrative investigation/interview.
  - c. BWC shall not be activated during training (e.g., Firing Range, Academy, Roll Call Training, etc.).
15. Department members shall not use any other electronic recording devices.
16. Department members shall not use any devices or employ any means to intentionally interfere with the capability of the body camera.
17. BWC users shall not intentionally terminate a recording or fail to activate the BWC in order to commit a violation of departmental policy.
18. BWC users shall not activate the BWC in the vicinity of a breath test instrument, to include, but not limited to, the DUI Breath Testing Facility (B.A.T.) and DUI Unit vehicles, while conducting breath tests.

## **K. OFF-DUTY DETAILS**

All sworn personnel, regardless of rank, shall adhere to all aforementioned guidelines and procedures regarding the BWC. While engaged in off-duty details, BWC users shall upload their BWC footage at the beginning of their next regularly scheduled shift.

The exceptions requiring immediate uploading are as follows:

1. Make or capture an arrest
2. Response to resistance
3. Incidents involving injury or death
4. Absence longer than the BWC users regular days off
5. Searches of individuals, vehicles or property

#### **L. OFF DUTY**

It is recognized that off-duty officers may have to take enforcement action. This action may result in incidents not being recorded. When this occurs, department members shall document their actions and reason for not having their BWC in the incident report.

#### **M. DOCKING / STORAGE AND SECURITY PROCEDURES**

1. At the end of a BWC user's shift, they shall securely upload the media contained on their BWC utilizing the approved upload procedures (docking station). At no time will a user utilize the SYNC cable to upload media from their MDT or other device. BWC media will be stored utilizing a secure storage server. All media will be stored utilizing approved security methods in compliance with Criminal Justice Information Services (CJIS) standards.
2. By the end of a BWC user's shift, all evidence on their tablet shall be uploaded. The user shall utilize the authorized Wi-Fi access points in city buildings or their marked vehicle, if equipped.
3. At no time shall any department member, other than the user issued the BWC touch, handle, or remove the BWC from the docking station. The only exception is removal by the DESA for a maintenance related issue. If an investigator is working an administrative or criminal investigation where the BWC contains evidence related to an active investigation, the investigator will contact the DESA to have the BWC removed from the docks.
4. Files will be securely stored in accordance with state records retention laws. However, files may be retained for longer than state record retention laws require if there is an investigative, prosecutorial, or training need for the files.
5. Each video recording shall have a chain of custody audit trail which documents all events associated with the digital evidence.

#### **N. RETENTION AND DISSEMINATION**

1. All video recordings collected using a BWC system are official records and the

exclusive property of the City of Fort Lauderdale.

2. BWC recordings shall have any captured Criminal Justice Information (CJI) redacted prior to public release, in accordance with public records laws.
3. In the event of an accidental recording, a case number will be assigned and the video will be marked “pending review.” Email notification will be made to [BodyCamAdmin@fortlauderdale.gov](mailto:BodyCamAdmin@fortlauderdale.gov) advising of the accidental capture.
4. BWC recordings shall be maintained, at a minimum, in accordance with Section 119.071(2)(1)1-8 of Florida Statutes and the State of Florida General Records Retention Schedules.
5. A department member’s request to delete recordings of a personal nature must be submitted in writing to the DESA and approved by the Chief of Police or designee, after consultation with the City Attorney or designee. All applicable public records and records retention laws shall be taken into account before a decision is reached regarding the deletion of a BWC recording. All requests and final decisions shall be kept on file.
6. Digital media collected by a body worn camera system may be a public record as defined by Florida Statutes and federal laws. As such, the applicable Florida Statutes and federal laws will govern the handling of all public records request.
7. All BWC recordings shall be uploaded to the contracted vendors cloud server. The department reserves the option to utilize alternative storage methods on a case-by- case basis at the discretion of the Chief of Police or designee.
8. Approved Lieutenants, Sergeants, and Detectives will be given download rights for accessing Body Worn Camera audio and video recordings. These downloads are for investigative purposes only and are not to be disseminated to the public without approval from the Chief of Police or designee.

**O. DIGITAL EVIDENCE SYSTEM ADMINISTRATOR (DESA)**

The DESA is responsible for the BWC systems’ overall maintenance, management, and retention of data, and acts as the technology liaison to the Forensics Unit and associated vendors. The DESA also has the following duties:

1. Ensuring that all users are trained in the use of the BWC system and equipment prior to being issued their equipment.
2. Configuration of the evidence storage system and assigning access roles under direction of the Chief of Police or designee.
  - a. BWC users have access only to their recordings

- b. Detectives can access all videos for investigation purposes.
  - c. The DESA has access to all recordings on the system.
  - d. Media Relations has access to all files.
3. Managing BWC inventory, issuing devices, training, and updating device settings.
  4. Assisting with manual uploads to the external cloud server.
  5. Managing recordings to include restricted/prohibited footage pursuant to direction from the Chief of Police. Notifying the Chief of Police when video evidence software logs indicate deleted, copied, and/or edited recordings.
  6. Managing the list of retention categories and notifying supervisors when users fail to categorize their BWC recordings or otherwise fail to properly use, store, or maintain their issued BWC.
  7. Providing support to department employees in all aspects of the BWC system.
  8. Ensuring that all evidence categories have the correct records retention settings according to the applicable records retention schedules and Department Policy.
  9. Conducting forensic reviews, when directed by the Chief of Police or designee to determine whether BWC equipment and/or recorded data have been tampered with.
  10. Continuously monitoring this policy with a documented analysis to identify necessary modifications and/or continuations. The documented analysis shall be forwarded to the Chief of Police via the Chain of Command for the purposes of evaluating the effectiveness of using the BWCs.

**P. TRAINING**

Department members shall only be issued BWCs after they have received agency approved training. The DESA will ensure all BWC training meets current laws, manufacturer guidelines, and specifications, as well as department policy. Initial training shall include:

1. A thorough review of this policy, relevant state and federal laws governing consent, rules of evidence, privacy, and public disclosure.
2. Hardware operation, charging, docking, malfunctions, lost or damaged equipment.
3. Categorization, video upload procedures, video access, security, retention guidelines, reporting improper recordings, and presenting digital evidence in court.
4. Hands-on exercises that replicate operating the BWC.

## **Digital Evidence Policy**

<b>POLICY 105.0</b>	<b>DIGITAL EVIDENCE PROCEDURES</b>	
	REVISED: 06/11, 12/20	RELATED POLICIES: <b>105.2, 105.3, 110.1, EVIDENCE UNIT SOP</b>
	CFA STANDARDS:	REVIEWED: AS NEEDED

**A. PURPOSE**

The purpose of this policy is to establish guidelines pertaining to the collection and handling of digital evidence by Department personnel.

**B. POLICY**

Employees utilizing Body Worn Cameras, tablets, digital cameras and/or recorders to document crime scenes, traffic investigations and/or criminal investigations /administrative investigations shall adhere to the operational objectives and protocols outlined in this policy to ensure the integrity of evidence. Digital evidence consists of images and recordings that are required to be maintained for use in court presentations, administrative investigations, or other legitimate police functions. Evidence.com will serve as the Department’s system for storing, organizing, documenting and preserving digital files in a manner acceptable to the courts for later use in criminal proceedings. CSI also uses Foray for certain evidence and photo lab.

**C. EXEMPTIONS**

Digital evidence collected and stored using other approved Department methods (i.e. MESH cameras, etc.) shall not be subject to the below guidelines.

**D. GUIDELINES**

1. Digital photographs of victims, perpetrators, crime scenes, instruments of a crime, or any item of value for prosecution of a crime shall be submitted as digital evidence.
2. Digital video and audio recordings of statements made by victims, witnesses, and perpetrators shall be submitted as digital evidence.
3. Department personnel shall submit digital evidence via a Department Digital Upload Terminal and/or through Evidence.com. Department personnel will not be issued or utilize Department digital equipment until having successfully completed training specific to the use of the digital equipment and Evidence.com.
4. Unless exigent circumstances exist, only Department issued digital equipment (tablets, Body Worn Cameras, cameras, video cameras and digital recorders) will be utilized to document evidence.

5. Any collected digital evidence shall be submitted/uploaded prior to the end of the employee's shift unless authorized by a supervisor.
6. If digital evidence cannot be uploaded using Evidence.com. A Digital Evidence Specialist (DES) will be notified.
7. Digital evidence will not be deleted or reformatted before it has been submitted to Evidence.com. All evidentiary images will be uploaded into the system, regardless of whether the photo was taken unintentionally or is of poor quality.
8. Digital evidence will not be downloaded or uploaded in any other device prior to its submission to Evidence.com. The proper submission of digital evidence into Evidence.com provides for a proper evidentiary chain of custody and authenticates the digital file for later use in court.
9. Only Department Crime Scene Unit and Photo Lab Personnel are permitted to process digital images. Processing will be performed on a working copy with an audit trail, maintained in the Foray Authenticated Digital Management System. The original image will be preserved so it can be compared to the processed image.
10. Department personnel will document the information pertinent to the identification, collection, processing, preservation and dissemination of the digital evidence in the appropriate police report.
11. The unauthorized reproduction, sharing and/or dissemination of digital evidence for personal use is prohibited.
12. No personal photographs or files will be stored on any Department issued camera or recorder.

#### **E. VIEWING OF DIGITAL EVIDENCE**

Digital evidence that has been submitted and entered into the Department Digital Upload Terminal can be accessed via the Foray Digital Viewer. The Foray Digital Viewer is a web-based application available to Department personnel with administrative approval. The production of photographic prints for law enforcement purposes and court presentation may be requested from the Photo Lab as needed. Digital evidence that has been uploaded into Evidence.com can be accessed through [www.evidence.com](http://www.evidence.com) using designated credentials.

#### **F. REPRODUCTION, PRINTING AND COPIES FOR COURT PURPOSES**

Once uploaded, all digital evidence is maintained on a secure server using ADAMS. Each file is saved and tracked in the system to ensure it remains unaltered. When provided for court discovery or use in a court proceeding, it is essential that all digital images and recordings be copied from the system, not from other sources. Digital photographic prints and copies for court may be requested through the Department Photo Lab.

## **G. RECORDS**

Axon Evidence.com software ensures the integrity of digital media by creating an irrevocable audit trail of all digital evidence entered into the system. The Foray system used by CSI and the photo lab ensures that the original image has been preserved and unaltered with a hashing function and digital signature. Both systems maintain a chain of custody and generate reports related to the steps used to process a working copy of the original digital media (including lists of personnel who have viewed the digital evidence).

1. Evidence.com, as well as computers, upload terminals, and servers related to the Foray ADAMS software are stored in a secured environment. The system is protected by locked doors and a fire suppression system. The system is password and firewall protected. User permissions are granted based on Department personnel assignments.
2. To prevent the loss of digital files in the event of a disaster, digital evidence is duplicated on separate servers and stored in an alternate, secure location.

## **List of Retention Categories**

## RETENTION CATEGORIES

RETENTION CATEGORY	LENGTH OF RETENTION
Uncategorized.....	Until manually deleted
10-50 TFC STOP (WARNING).....	90 days
10-50 TFC STP (CRIMINAL).....	5 years
10-50 TRAFFIC STOP (CIT).....	1 year
911 HANG UP/DROP OFF (CODE OUT).....	90 days
ABANDONED VEHICLE.....	4 years
ACCIDENT.....	4 years
AGGRAVATED ASSAULT.....	8 years
AGGRAVATED BATTERY.....	8 years
AGGRAVATED STALKING.....	8 years
AIR CRAFT FIRST ALERT.....	90 days
AIR CRAFT SECOND ALERT.....	90 days
AIRCRAFT 3 <sup>RD</sup> ALT - GRND-CSH.....	4 years
ALARM.....	90 days
ALL ARRST TRAFFIC VIOL.....	5 years
ALL OTHER FAMILY OFFENSE.....	4 years
ALL OTHER SEX OFFENSES.....	8 years
ANIMAL BITE.....	4 years
ANIMAL CALL - ABUSE.....	8 years
AOA (ASSIST OTHER AGENCY).....	5 years
ARREST - FELONY.....	8 years
ARREST - JUV.....	5 years
ARREST - MISDEMEANOR.....	5 years
ARREST - NOT IN CUSTODY.....	8 years
ARREST - NTA.....	5 years
ARSON.....	8 years
ASSAULT.....	8 years
AUTO THEFT.....	8 years

**RETENTION CATEGORY****LENGTH OF RETENTION**

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BAKER - MARCHMAN ACT.....	4 years
BATTERY.....	5 years
BEVERAGE LAW VIOLATION.....	5 years
BOMB THREAT.....	8 years
BRAVO (CODE OUT - NO RPRT).....	90 days
BRIBERY.....	8 years
BURGLARY.....	8 years
BWC ADMIN REVIEW.....	Until manually deleted
CARRY CONCEALED WEAPON.....	8 years
CASE FILING.....	Until manually deleted
CHILD/ELDERLY ABUSE.....	Until manually deleted
CIVIL MATTER.....	1 year
COUNTERFEITING.....	8 years
CRIMINAL INVESTIGATION.....	8 years
CRIMINAL MISCHIEF - FELONY.....	8 years
CRIMINAL MISCHIEF - MISD.....	5 years
DEATH INVESTIGATION.....	Until manually deleted
DESTRUCTIVE DEVICE.....	8 years
DISTURBANCE- DISORDERLY CONDUCT.....	5 years
DNA OBTAINED.....	Until manually deleted
DOMESTIC DIST (NON CRIM).....	4 years
DOMESTIC DISTURBANCE.....	5 years
DRIVING UNDER THE INFLUENCE.....	5 years
DROWNING.....	Until manually deleted
DRUGS - NARCOTICS OFFENSES.....	8 years
ELDERLY EXPLOITATION.....	Until manually deleted
EMBEZZLEMENT.....	8 years
ESCAPE.....	8 years
EXPLOSION.....	13 years

**RETENTION CATEGORY****LENGTH OF RETENTION**

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FAIL TO RTRN RENTAL VEH.....	8 years
FELONY.....	8 years
FIRE.....	4 years
FORGERY.....	8 years
FOUND PROPERTY.....	4 years
FRAUD.....	8 years
HIT & RUN.....	4 years
HOMICIDE.....	Until manually deleted
HURRICANE PHOTOS.....	90 days
INFORMATION.....	4 years
KIDNAPPING - FALSE IMPRSNM.....	8 years
LEWD LASC MOLESTATION.....	Until manually deleted
LEWD LASCIVIOUS ACTS.....	Until manually deleted
LOITERING PROWLING.....	4 years
LOST PROPERTY.....	4 years
MARSY'S LAW.....	5 years
MISSING PERSON.....	Until manually deleted
MISSING PERSON - RECVRD.....	4 years
MISSING PERSON (ENDANGERED).....	Until manually deleted
OFFICER INVOLVED SHOOTING.....	Until manually deleted
OPEN DOOR.....	4 years
PENDING REVIEW.....	Until manually deleted
PERSON CRIMES.....	8 years
PROPERTY CRIMES.....	8 years
PUBLIC RECORDS REQUEST.....	Until manually deleted
ROBBERY.....	8 years
SCHOOL, DAY, CHILD FACILITY - DISTURBANCE .....	Until manually deleted
SEXUAL BATTERY.....	Until manually deleted
SICK PERSON.....	4 years
SPECIAL VICTIMS.....	Until manually deleted

**RETENTION CATEGORY****LENGTH OF RETENTION**

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STALKER.....	Until manually deleted
SUSPICIOUS INCIDENT.....	4 years
SUSPICIOUS PERSON.....	4 years
SUSPICIOUS VEHICLE.....	4 years
THEFT - ALL OTHER.....	8 years
THEFT - MOTOR VEHICLE PRTS.....	8 years
TOWED VEHICLE.....	4 years
TRAFFIC HOMICIDE INVESTIGATION.....	Until manually deleted
TRAINING.....	90 days
TRESPASSING.....	8 years
VIOLATION OF INJUNCTION - REST. ORDER.....	8 years
WARRANT - FELONY.....	3 years
WARRANT - MISDEMEANOR.....	1 year

## About the Organizations and Authors

### Bureau of Justice Assistance

The Bureau of Justice Assistance (BJA) assists the criminal justice system by providing grants, training and technical assistance, and policy development services to state, local, and tribal governments. One of its major initiatives is to assist agencies with body-worn cameras. Since 2015 the Body-Worn Camera Policy Implementation Program (BWCPPI) has provided over \$100 million to over 500 criminal justice agencies to support their BWC efforts. In 2021, BJA established the Small, Rural, and Tribal BWC program (SRT BWC) by working with Justice & Security Strategies to provide micro-grants to those agencies.

BJA is a component of the [Office of Justice Programs, U.S. Department of Justice](#).

**John Markovic, M.A.** is Senior Policy Advisor for the Bureau of Justice Assistance (BJA). He joined BJA in October of 2016 and assumed oversight of the Body-Worn Camera Policy and Implementation Project (BWCPPI). Prior to BJA, John was a Senior Social Science Analyst for the DOJ Office of Community Oriented Policing Services (COPS), where he managed community policy partnership grants, focusing on projects related to urban violence; crime mapping and analysis; and police communications and interoperability. Throughout his career, John has worked collaboratively with a diverse array of police agencies supporting applied research, geospatial analysis, data-sharing, and data-quality improvement projects. John holds a B.A. in Sociology/Criminal Justice from Northern Illinois University and M.A. degree in Criminal Justice from the University of Illinois at Chicago.

### Justice & Security Strategies, Inc. (JSS)

Justice & Security Strategies is a consulting firm that specializes in moving criminal justice agencies forward through research, evaluation, training, and technical assistance. JSS has worked with BJA, CNA, and Arizona State University on the Body-Worn Camera Policy and Implementation Project (BWCPPI) since 2015. In addition, through a cooperative agreement with BJA, JSS is the training and technical assistance lead for the Small, Rural, and Tribal Body-Worn Camera program (SRT BWC).

JSS works with law enforcement agencies and community-based organizations across the country. For example, JSS is currently the Research Partner for the Baltimore Police Department (BPD), the Bronx District Attorney's Office, the City of Jacksonville, and Miami-Dade County government. For the past 13 years JSS has worked with the LAPD on its Crime Gun Intelligence Center, body-worn camera initiative, its digitization of homicide investigations, and its transition from the UCR data collection system to the National Incident-Based Reporting System (NIBRS) through a BJS grant.

For more information go to [www.jssinc.org](http://www.jssinc.org)

**Craig D. Uchida, Ph.D.** is the President and Founder of JSS. Dr. Uchida has conducted research on violent crime, police use of force, drug enforcement, community policing, and a variety of programs in the criminal justice system. He is the author of numerous journal articles, government publications, and monographs. He is the co-editor of two books on drug enforcement and police innovation and is co-author of a book that assessed the security of the Nation's dams, published by the National Academy of Sciences. His most recent book is, *Community, Crime Control, and Collective Efficacy: Neighborhoods and Crime in Miami*. His most recent journal articles include studies of body-worn cameras (*Criminology* and the *American Journal of Criminal Justice*), calls for service and homicides (*Journal of Criminal Justice*), focused deterrence (*Police Quarterly*), and use of force (*Criminal Justice Policy Review*). Dr. Uchida received his Ph.D. in Criminal Justice from the University at Albany and holds two Masters degrees, one in Criminal Justice and one in American History.

**Shellie E. Solomon, Ph.D.** is the Chief Executive Officer of JSS. She serves as the Project Director for the Small, Rural, and Tribal BWC micro-grant program. Dr. Solomon often leads efforts to aid law enforcement agencies with adopting technology and using big data. For example, she led projects on geospatial predictive policing, police early warning systems, gang intervention efforts, investigating mortgage fraud, and implementing collective efficacy. Throughout her career at JSS, Dr. Solomon has worked in over 50 law enforcement agencies including the LAPD, Miami State Attorney's Office, San Francisco DA's Office, Bronx DA's Office, Austin Police Department, Spartanburg Police Department, the U.S. Virgin Islands Police Department, and the Trinidad and Tobago Police Service.

Dr. Solomon has published peer-reviewed journal articles and government reports and is the co-author of *Community, Crime Control, and Collective Efficacy: Neighborhoods and Crime in Miami*. Dr. Solomon received her doctorate in governance from the University of Maastricht, Netherlands, a United Nations University through the UNU Merit Program (Maastricht Economic and Social Research Institute). She also holds an M.A. in Public Policy from the University of Rochester and a B.A. in Economics from the University of Oklahoma.

**John McCluskey, Ph.D.** is Professor in the Department of Criminal Justice at the Rochester Institute of Technology and research consultant with JSS. Dr. McCluskey has published numerous peer-reviewed journal articles, book chapters, and government reports. His most recent research includes the study of body camera adoption in two divisions of LAPD with JSS (*Criminology*) and a large-scale longitudinal data collection effort to measure prevalence, causes, and consequences of teacher victimization in the U.S. with Drs. Byongook Moon and Guan Saw (*Journal of School Violence*). Dr. McCluskey earned his B.A., M.A., and Ph.D. in Criminal Justice and Criminology from the University at Albany.

**Christine Conner, M.A.** is Research Program Director at JSS. During her 11 years with JSS, Ms. Connor has helped to lead and manage projects on implementing body worn camera programs, geospatial predictive policing, gang intervention, mortgage fraud, and collective efficacy. As part of these efforts, she provides training and technical assistance to law enforcement agencies through the use of data-driven approaches as well as advanced spatial analyses. Ms. Connor has extensive experience in grants management - including the development and submission of proposals, award administration, and closeout processes. Ms. Connor received her M.A. in Criminal Justice specializing in Public Administration from Florida

International University. She holds a B.A. in Political Science and Spanish from Loyola University of Maryland.

**Kyle Anderson, M.S.** is Data Scientist I with JSS. During his tenure Mr. Anderson has worked on research grants involving the Los Angeles Crime Gun Intelligence Center, the digitization of homicide investigations, evaluation of body-worn cameras and procedural justice, and LAPD's transition to the National Incident Based Reporting System (NIBRS). His research interests include evidence-based policing, technology, and predictive analytics. Mr. Anderson holds an M.S. degree in Criminology and Criminal Justice from California State University, Long Beach.

**Jennifer Schmitz, M.S.** is Research Associate at JSS. Ms. Schmitz is currently working on the implementation of body-worn cameras in small, rural, and tribal agencies and collective efficacy projects in Jacksonville, FL and Bedford, VA. Her work on both projects mainly involves data collection and background research. Ms. Schmitz has worked with mapping software for several years including ArcMap, ArcGIS Pro, and ArcGIS Online. Her research interests include the spatial characteristics of crimes, the journey to crime, and eyewitness testimony. Ms. Schmitz holds an M.S. and B.S. in Criminal Justice from the Rochester Institute of Technology.

### **Center for Violence Prevention and Community Safety, Arizona State University (ASU)**

The Center for Violence Prevention and Community Safety (CVPCS) is a research unit within the School of Criminology and Criminal Justice. ASU School of Criminology and Criminal Justice is ranked as the number two Criminology program in the nation, according to the most recent U.S. News and World Report. ASU's Criminology and Criminal Justice program offers Bachelors, Masters, and Ph.D. level programs to more than 6,000 undergraduate and graduate students. Much of the CVPCS research focuses on partnering with local, federal, and foreign law enforcement agencies to diagnose crime problems and assess organizational capacity to respond effectively to violence. The Center's faculty have collaborated with several police agencies to carry out randomized control trials examining the efficacy of BWCs. It currently serves as one of three partnering organizations implementing the BJA e Body-Worn Camera Policy Implementation Program to assist law enforcement agencies in enhancing or implementing Body-Worn Camera initiatives. The Center was recently funded by BJA (as a partner to JSS and CNA) to establish a similar technical assistance and training program for Body-Worn Camera implementation in small, rural, and tribal police agencies.

For more information go to: <https://cvpcs.asu.edu/>

**Michael D. White, Ph.D.** is a Professor in the School of Criminology and Criminal Justice at ASU and is Associate Director of ASU's Center for Violence Prevention and Community Safety. Dr. White is Co-Director of Training and Technical Assistance for the U.S. Department of Justice Body-Worn Camera Policy and Implementation Program. Dr. White's primary research interests involve the police, including use of force, technology, and innovation. He has published more than 70 articles in peer-reviewed journals and he is co-author of *Cops, Cameras, and Crisis: The potential and the perils of police body-worn cameras* (2020); *Stop and Frisk: The Use and Abuse of a Controversial Policing Tactic* (2016); and *Jammed Up: Bad Cops*,

*Police Misconduct, and the New York City Police Department* (2013; all three published by New York University Press). Dr. White has commented extensively in the media on police issues, especially body-worn cameras and de-escalation, including in *Scientific American*, *Wall Street Journal*, *New York Times*, *Washington Post*, *TIME Magazine*, *CNN*, *NPR*, and *MSNBC*. He also testified about body-worn cameras before the President's Task Force on 21<sup>st</sup> Century Policing.

**Charles Katz, Ph.D.** is Watts Family Director of the Center for Violence Prevention and Community Safety and a Professor in the School of Criminology and Criminal Justice at Arizona State University. His research involves collaborating with agencies to increase their organizational capacity to identify and respond to crime effecting local communities. He recently served as a research partner to the Phoenix Police Department to evaluate their BJA sponsored projects related to SMART policing and Crime Gun Intelligence. He served as one of two primary authors of the US Department of Justice Body-Worn Camera Toolkit and currently serves as a senior advisor to the Bureau of Justice Assistance on its Body-Worn Camera Training and Technical Assistance Team.

## **Center for Justice Research and Innovation, CNA**

CNA's Center for Justice Research and Innovation focuses on translating research and analysis of the American justice system into real-world, programs, strategies, and tactics. The center does this through its own research, training, technical assistance, and critical incident reviews, working directly with hundreds of justice system organizations nationwide.

CNA has served as the lead agency for the BJA-funded Training and Technical Assistance Body-Worn Camera Policy Implementation Program (BWCPIP). It works in partnership with JSS and ASU on this and the Small, Rural, and Tribal BWC micro-grant program.

For more information go to: <https://www.cna.org/centers/ipr/jri/> and <https://www.bwctta.com/>

**Quin Patterson, M.S.** is a Research Specialist with CNA. Mr. Patterson has several years of experience in policing, body-worn cameras, and de-escalation tactics. He serves as research specialist in CNA's Center for Justice Research and Innovation. Mr. Patterson's recent research topics include the civilizing effect of body-worn cameras on officer-citizen interactions. Prior to joining CNA, Mr. Patterson was a project manager for Arizona State University where he assisted with research projects covering officer de-escalation and Narcan administration. Mr. Patterson holds an M.S. in criminology from Arizona State University. He is also fluent in Spanish.

**Allie Land, M.S.** is an Associate Research Analyst in the CNA Institute of Public Research's Safety and Security Division, where she supports criminal justice research projects and training and technical assistance programs. Ms. Land has supported criminal justice research and evaluation projects at the local, state, and federal levels, including federally administered grants, such as Project Safe Neighborhoods, Strategies for Policing Innovation, Project Safe Neighborhoods, and the Body-Worn Camera Policy and Implementation Program.