



DIRECTIVES

GREENDALE POLICE DEPARTMENT

SUBJECT: **FLOCK SAFETY CAMERA**

CHAPTER: 6

NUMBER: 16

SCOPE: All Dept Personnel

ISSUED: 01/09/2024

EFFECTIVE: 01/09/2024

DISTRIBUTION: Directives Manual

PURPOSE

The purpose of this directive is to address the use of the Flock Safety Camera System and to establish guidelines and policy when the Hotlist tool is activated.

- A. Overview
- B. System Checks Procedure
- C. Flock Safety Searches
- D. Flock System Notification
- E. Officer Responsibilities
- F. Dispatch Responsibilities
- G. Flock Safety Administrator Responsibilities

PROCEDURE

A. Overview:

Flock Safety is an Automated License Plate Reading (ALPR) system that securely captures images while the system uses Vehicle Fingerprint technology to identify license plates. This system is web-based and any authorized user can log in from any device with internet access. Approved users can search by date, time, location, and description search criteria. These cameras take pictures of all traffic in front of the camera. Depending on the image quality, the captured image can also help to determine the color, make, and model of the vehicle as well as the license plate state. The Flock Safety system compares the characters in the license plate read to an imported hotlist and sends an alert if there is a match.

B. System Checks Procedure

At the beginning of their shift, Officers and Dispatchers are to ensure that the Flock Hotlist tool is functional:

- Open Google Chrome or Microsoft Edge
- Open the website <https://hotlist.flocksafety.com/>
- Enter current login credentials
- Click on Test Notification button to ensure proper operation and volume
- Click on the boxes before all Notification Reasons
- Click on My Cameras
- Check to make sure the Hotlist shows that it is monitoring the cameras

C. Flock Search

- Open the website <https://www.flocksafety.com/>
- Read the disclaimer and click "accept"
- Decide "What" the search criteria are for the target vehicle — best practice is to begin with a general search and then narrow the focus if necessary
- Decide the "Category" of images to search — best practice is to begin with "All Images" and then narrow the focus if necessary
- Select the proper location(s) "Where" cameras are located and then broaden the search, as necessary
- Figure out the timeframe(s) "When" the incident(s) occurred – multiple time windows can be searched simultaneously
- Enter the IR number in the search reason, if no IR is associated with the search enter the primary reason you are searching for the plate i.e., burglary suspect, robbery suspect, vehicle pursuit, retail theft suspect, domestic suspect
- When images of evidentiary value are located "Download Images" and add them to the case file in evidence.com

D. Flock Hotlist Notification

- The Flock Safety Hotlist Tool will send an audible alert to all authorized users currently logged on whenever it receives information that a vehicle matching the license plate of NCIC stolen vehicles / NCIC missing entries / NCIC stolen registration plates / and hotlist entries.
- Hotlist entries shall contain actionable intelligence such as reasonable suspicion or probable cause to arrest, NCIC stolen vehicles, NCIC stolen registration plates, NCIC missing entries or significant officer safety information. The hotlist entry should not be utilized for “make your own case” type of intelligence.
- This activation will include an image of the vehicle along with a map link of the camera that detected the vehicle.



Copy to Clipboard

Zoom Image

Map to Camera

E. Officer Responsibilities upon Activation of Alert:

- 1) When the Flock Safety Camera System detects a probable match, an audible alert will activate in Dispatch.
- 2) **When the Dispatcher advises a Squad of the alert, RESPOND to the area to attempt to locate the vehicle and take appropriate law enforcement action. Prior to taking any law enforcement action, the plate listed in the alert must be verified through NCIC absent reasonable suspicion to stop the car. If the alert is for probable cause to arrest, Officers must develop reasonable suspicion that the suspect is still an occupant in the vehicle.**
- 3) Suggested Report language when referring to Flock: a lead was developed from a reliable law enforcement resource. Example: The plate on the suspect vehicle was 123-ABC. A lead was developed from a reliable law enforcement resource which was used to locate the vehicle in the one hundred block of Easy Street.

F. Dispatch Responsibilities

- The Dispatcher assigned to the Phones Position will be logged into the Flock website and follow the **Systems Check Procedure**.
- Dispatch shall monitor the dedicated screen for Flock Alerts and the audible signal should be turned on.
- When an alert is received the Dispatcher assigned to the Primary Dispatch position is responsible for acknowledging the alert and to start generating a call. If this Dispatcher is busy, it will be a shared responsibility between the other Dispatchers to complete these tasks:
 - 1) Open the Flock Safety Hotlist Tool and determine the location of the activation as well as the suspected stolen / missing-lost-stolen registration plate / criminal hot file vehicle information.
 - 2) Broadcast the alert over the radio "Unverified flock hit" (Squad XX, Flock alert/ Stolen Vehicle/S. 76th St/ from Edgerton Ave/Direction of travel/WI plate ABC123)
 - 3) Dispatch will begin the verification of the notification by running the plate. Once verified, Dispatch will notify Officers over the radio, "Flock hit confirmed".
 - 4) When the vehicle in question / missing-lost-stolen registration plate / associated with a criminal hot file is no longer in NCIC under that hot file, **Dispatch will notify Officers**. Additionally, the Flock Safety Hotlist Tool is not always able to reliably determine which State a plate is from. If it is unclear what State the plate is from, Dispatch will add that info to the notes and **notify responding officers**.
 - 5) A Call for service will be generated with the CFS code "**FLOCK**".
 - 6) Dispatch also has the option to send the alert via WDA when an overriding safety concern exists. In this circumstance, advise officers over the radio to copy their WDA for a FLOCK alert. Be aware that the current radio frequency is not encrypted and is subject to monitoring by offenders.
 - 7) If the notification is for anything other than a stolen vehicle the Flock Hotlist tool may alert officers/dispatchers to criminal hot files associated with license plates when the vehicle itself is not stolen (i.e., if a warrant has a license plate attached to it). The Flock Hotlist tool will send an alert based off the warrant caution. If this is the case:
 - Dispatch will assign the call for service to an Officer. They will advise them to copy their WDA for information reference a Flock activation on a SPECIFIC TYPE OF HIT (i.e., "wanted/missing person")

G. Flock Safety Administrator Responsibilities

- 1) The Flock Safety Administrator will liaison with Flock Safety for any technical issues with the operation and functionality of the system.
- 2) All logins and queries will be stored and checked in the Flock Safety System including Username, Date, Time, Purpose of query, and License plate and other elements used to query the system. Periodic audits will be conducted to ensure that access was made by authorized persons for legitimate purposes.



Ryan Rosenow
Chief of Police

This Department Directive cancels and supersedes any and all written directives relative to the subject matter contained herein.

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