GLENDALE POLICE DEPARTMENT

POLICY: 369 **DATE: October 3, 2023**

SUBJECT: Flock Safety Cameras

I. Introduction

Flock Safety cameras are a web-based automatic license plate recognition (ALPR) system that utilizes a network of stationary cameras to capture and store digital images of license plates and vehicles, along with the date, time, and location of when and where each image was captured. The information is entered into a searchable computerized database. The Flock system also compares license plate reads to active hotlists and is capable of notifying Flock users when a license plate on an active hotlist is read.

The use of Flock Safety Cameras and data is restricted to legitimate law enforcement purposes.

II. Flock Administrators and Users

The Chief of Police will designate specific personnel to serve as Flock system administrators. The Flock system administrators are granted specific system permissions and are responsible for entry and removal of custom hotlist alerts. Flock system administrators will determine system privileges for individual users.

All Department members have login access to Flock Safety to receive alerts and query data. Personnel are expected to log on and monitor Flock cameras using squad MDC, squad cell phone, or desktop while on duty.

At the beginning of their shift, personnel shall sign into the Flock system and ensure settings allow them to receive Flock notifications for at least the following:

NCIC/Missing Person
NCIC/Warrants
NCIC/Stolen Vehicle
NCIC/Stolen Plate
NCMEC Amber Alert/Missing Child

III. Flock Data

Information captured and stored by the Flock system includes, but is not limited to:

- License plate image
- Vehicle image
- License plate number
- License plate state
- Date/Time
- Location of the read

IV. Flock Hotlists

A. NCIC & CIB Hotlists

The Flock system maintains hotlists of license plates associated with NCIC & CIB entries, such as stolen vehicles, missing persons, and wanted persons. The hotlists are generally updated twice a day.

B. Custom Hotlists

Officers with specific Flock privileges have the ability to enter specific license plates into Flock custom hotlists for investigative purposes. The officer must enter a detailed description of why a license plate has been entered onto a custom hotlist and what action should be taken by an officer(s) who has contact with a vehicle bearing the license plate. The detailed description should also include the officer's name, case number, and expiration date (if applicable).

C. A Flock Alert will be sent to all users whenever a vehicle that is on a hotlist is captured by a Flock camera.

V. Flock Alerts

Upon receiving a Flock Alert, personnel will immediately broadcast the Flock Alert to other officers and dispatch. Dispatch will be requested to create a Flock Alert call and query the license plate through NCIC/CIB to verify the alert status. Confirmation of the vehicle alert status must be made prior to any action taken.

VI. Flock System Security

Access to the Flock system is restricted to Department personnel. Department personnel must have an articulable law enforcement reason to access and/or perform any query in the Flock system. In the furtherance of criminal investigative purposes, Flock data may be shared or accessed by members of outside law enforcement agencies. All logins and queries will be captured and monitored including:

Username
Date
Time
Purpose of query
License plate and other elements use to query the system

A designated Flock system administrator may conduct periodic audits, to ensure that users are utilizing the Flock system for legitimate law enforcement purposes.

VII. Flock Data Storage & Retention

Flock data is compiled and maintained by Flock Safety. Flock data is stored for a period of 30 days after which time it is automatically purged. Any data exported from the Flock database to be used for investigative purposes will become part of the case file and may be subject to open records requests.

VIII. Training

All authorized personnel will receive training prior to the use of the Flock system. Training will be provided to all new Officers during the New Officer Training program and Desk Clerks will receive training upon hire.

By Order of:

Rhett Fugman - Chief of Police

Replaces: N/A
Review Date: June 30, 2026