



Ellis C. Richardson
Chief of Police

HUDSON POLICE DEPARTMENT

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GENERAL ORDER #07-003

TO: All Personnel
FROM: Chief Ellis C. Richardson
DATE: 5/30/07
RE: License Plate Recognition System

I. PURPOSE

The purpose of this policy is to establish an Agency procedure for usage, maintenance and records management for Label Plate Recognition Systems utilized by the Hudson Police Department.

II. POLICY

The Department will utilize the License Plate Recognition Systems (LPR) as an investigative tool as part of our overall effort to maintain safe roads and to detect ongoing criminal activity. The operation and proper care of the LPR will be the responsibility of any member who operates any vehicle where an LPR is permanently maintained or whoever takes possession of any portable LPR System utilized by this agency. Transportable Units (capable of being easily installed/removed in any vehicle) will be utilized under the direction of the Unit Supervisor to whom it is assigned. That Supervisor will be responsible for the care of that LPR unit.

III. PROCEDURE

LPR's may be affixed to marked patrol vehicles as prescribed by the manufacturer. Members assigned to an LPR vehicle will verify that the unit is operating and properly scanning during their entire tour. The cameras are placed (one for oncoming traffic and one for parked vehicles on the passenger side) to maximize the number of vehicles scanned. No parts of the system, including the cameras are to be adjusted for any reason by any member, with the exception of those changes made by factory-authorized personnel. Adjustments to the system are time and date stamped (this may not apply for transportable units).

IV. FILE MAINTENANCE

It will be the responsibility of an assigned Supervisor or another member designated by the Chief of Police to update the stored NYSPIN/DMV/NCIC data within the LPR(s) as they are transmitted through the NYS TraCS System. Members utilizing the LPR will review the date of the "Hot List" to verify that the information is current (no more than 72 hours old). Outdated information and the need for an updated file will be brought to the immediate attention of the on duty supervisor.

A. Officer(s) assigned to the LPR will be responsible to make additions to the LPR "Local Hot List" when advised of a vehicle want during their tour of duty. For example, when a complaint is taken for a stolen auto, wanted vehicle in connection with a recently reported crime, missing person, AMBER Alert or other BOLO type information and/or NYSPIN advisory, the officer(s) assigned to the LPR will insert the involved plate into the "Hot List File". Such entries will note the date and time, the nature of the complaint as well as the name of the Officer making the entry.

V. OPERATION

In order to obtain optimum coverage and to generate the greatest amount of productivity, whenever possible patrol vehicles equipped with an LPR should be placed into service during every tour of duty. If utilized in a one-member patrol unit, the member must first be attentive to the safe operation of the patrol vehicle. One example of the unit being utilized by a one-officer patrol is when the patrol is a stationary patrol and scanning passing traffic.

A. Required Enforcement Actions:

The LPR identifies such a large number of violations that a single patrol unit, especially one assigned to zone responsibilities, may not be able to address and enforce all noted violations such as parked vehicles with suspended/revoked registrations. However, alarms that will require immediate investigation by members assigned to an LPR unit include LPR alarms for;

1. Potential presence of a wanted individual
2. Stolen auto
3. Stolen license plate
4. A vehicle reportedly associated with an unsolved crime
5. AMBER Alerts
6. Any alarm indicating ongoing criminal activity or the presence of endangered individuals

B. Verification and Reporting:

Members are to operate the LPR under the pretense of it being only an investigative tool and before any enforcement action; verification must be made via NYSPIN, originating agency or other authority consistent with any other "hit" generated through the NYSPIN System. Only violations that are appropriately verified will be acted upon. No arrests or other enforcement actions will be based solely on the alarm generated by the LPR.

1. All enforcement actions that are the result of an LPR alarm will be documented by noting the same on the related Incident Report, Arrest Report, Tow Sheet or other documentation. Such documentation should be prominently noted in the box for Incident Type on a DCJS 3205, and/or in the narrative of the related Tow Sheet or Arrest Report noting; "LPR Arrest". Supervisors and Desk personnel will be responsible to verify that LPR related actions are noted on appropriate documentation. The Supervisor or other member assigned by the Chief of Police will utilize such documentation to aid in DCJS LPR Monthly Reporting. Monthly reporting will be recorded on a DCJS LPR Monthly Survey and forwarded to the Chief of Police. Additionally, an LPR General Report will

be downloaded and saved by the assigned Supervisor for retrieval and review when applicable. Those records will be archived for one year.

2. It will be the responsibility of all members assigned to a unit equipped with an LPR to verify that it is on and functioning properly at the start of tour and that the system is completely powered down at end of shift. Any member noting damage or other conditions on the LPR that were not previously present are to notify the on-duty supervisor and document such damage on your activity sheet noting the exact condition found and when discovered.

As required by DCJS, the assigned Supervisor or the Chief's Designee will submit a monthly report to DCJS noting arrests, significant seizures and the recovery of stolen property as the result of the LPR. All archived reports will be maintained by the assigned Supervisor and retrieved monthly for reporting. All reports will be maintained for a period of one year. Monthly files that are queried at a later date and become part of a criminal investigation will be archived for a period of 10 years with a copy of that report being placed into the appropriate investigative file.

Ellis C. Richardson
Chief of Police

LESSON SUMMARY

COURSE TITLE: License Plate Reader (LPR)- Remington-ELSAG License Plate Recognition Solution Operation Training		TRAINEE LEVEL: Police Officer members	
PREPARED BY: Lieutenant Richard C. Paolino; Lieutenant Robert Birk	PRIMARY INSTRUCTOR: Shift and Division Supervisors with IDC	ALTERNATE INSTRUCTOR: other IDC instructors	
INSTRUCTIONAL GOAL: Upon completion of this training segment, members will be familiar with the basic operation of the LPR in accordance with operating and departmental procedures.		TIME REQUIRED: 2 hour	
		DATE PREPARED: 06-05-07	
PERFORMANCE OBJECTIVES: At the end of this training segment members will be familiar with the department's policy regarding the purpose, policy, procedure, file maintenance and operation of the LPR. Members will also be familiar with the filling out and filing of the activity sheet that is required when assigned the LPR vehicle; understand the LPR technology, hardware components, software, reporting, hot list management, tips and techniques and field use; and the five major screens that are used on the LPR in conjunction with the basic operation use.			
METHOD OF PRESENTATION: Power Point, Lecture, handouts, demonstration		STUDENT MATERIALS: handouts, policy, basic operation guides	
CLASSROOM REQUIREMENTS: classroom for 3 to 6 officers, screen or blank wall for power point, bathroom facility			
TRAINING AIDS, SUPPLIES, EQUIPMENT: power point program, cd disc, laptop, projector,		BIBLIOGRAPHY: Hudson Police Department General Order 07-003 (LPR Policy); LPR Car System User Training Guide; Simple User Guide; HPD Activity Sheet.	

How To Search A Plate

1. Click the blue Operations button.
2. In the plate field type the license plate.
3. Click on Search Button.
4. You will see a response of either "No Hotlist Match Found" or "Match Found". Clicking "OK" brings you to the plate record.

How To Insert A Plate Into Hotlist

1. Click the blue Operations button.
2. In the plate field type the license plate number. This must be a complete plate entry.
3. In the state field choose the correct state.
4. In the notes field, type up to 100 characters to describe the violation.
5. Click the Insert button.
6. Choose the corresponding alarm type.
7. Click OK to search previous reads for the entered plate.

How To Search Previous Reads

1. Click the blue Operations button.
2. Click the Reports tab.
3. Choose start and end time for report.
4. Choose to search Reads, Alarms or Rejected alarms.
5. Optional: In the plate field type full or partial plates (using % as a wildcard).
 - AB% shows all plates that start with AB.
 - AB%3 shows all plates that start with AB and end in 3.
 - %AB% shows all plates that contain A and B.
6. Click Search button.
7. Switch between color, infrared and map location by clicking the picture of the vehicle.
8. Click on Cartography tab to see all reads on one map.

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ELSAG North America, a Finmeccanica company
Global Leaders In Public Safety Technology
866.9.MPH.900 elsagna.com



MPH-900® QUICK REFERENCE GUIDE

To start the MPH-900 Automatic License Plate Reader, click desktop icon  then click the eye 

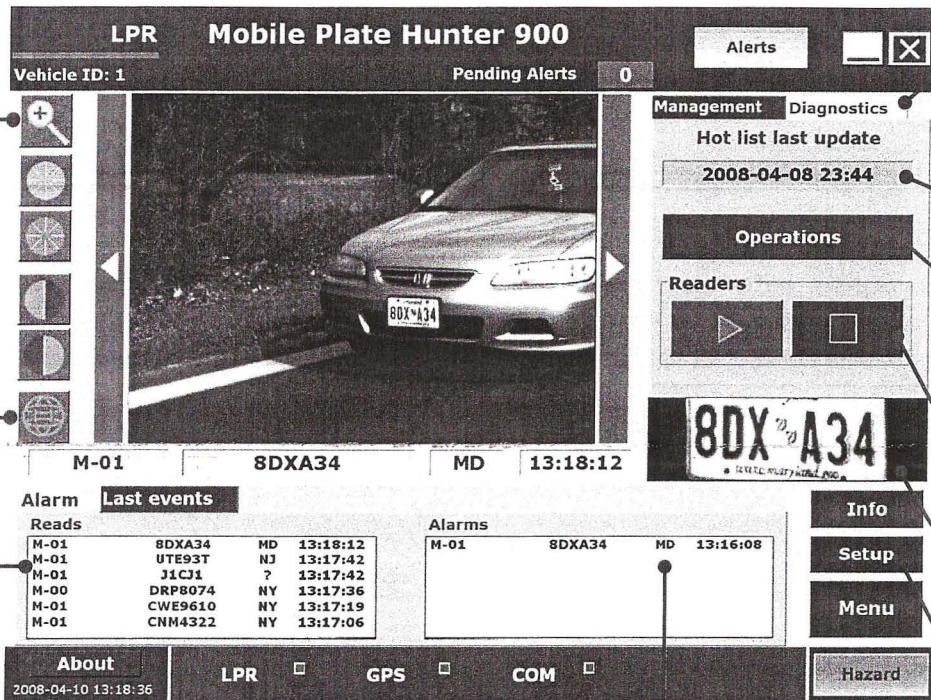


Image Adjustment (only on alarms)

Last 6 Reads Displayed

Status Indicators

Alarms- click for details on last alarms

Diagnostics- live mode to adjust cameras

Last Hotlist Load Date

Operations- manual plate check, reports or hotlist insert

Red button- STOPS reader

Magnified Plate Read

Setup- turn beep on/off

It can take 2 minutes for the system to start once the car is started.

Interface Labels:

- LPR Mobile Plate Hunter 900
- Vehicle ID: 1
- Pending Alerts 0
- Alerts
- Management
- Diagnostics
- Hot list last update
- 2008-04-08 23:44
- Operations
- Readers
- 8DX A34
- M-01 8DXA34 MD 13:18:12
- Alarm Last events
- Reads
- M-01 8DXA34 MD 13:18:12
- M-01 UTE93T NJ 13:17:42
- M-01 J1CJ1 ? 13:17:42
- M-00 DRP8074 NY 13:17:36
- M-01 CWE9610 NY 13:17:19
- M-01 CNM4322 NY 13:17:06
- Alarms
- M-01 8DXA34 MD 13:16:08
- Info
- Setup
- Menu
- Hazard
- About
- 2008-04-10 13:18:36
- LPR
- GPS
- COM

MPH-900® QUICK REFERENCE GUIDE

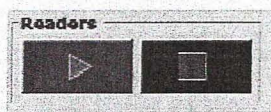
If Cameras Don't Read

- 1 **Check power.** Make sure the power cord is plugged into the trunk box and each camera cord is plugged into the correct camera outlet (left to left, right to right). Also, check to make sure the Ethernet cable is completely plugged into the MDT/laptop.

- 2 **On the system screen, check that these things are occurring:**

- In the middle right, the play button should be grey and the stop button red.

This is correct:



- At the bottom of the screen, the LPR light should be green.

- 3 **Make sure the 25 MM camera is on the left of the car and the 16 MM camera is on the right.** The MM size is listed on the back of each camera.

- 4 **Under the diagnostic tab** you can click on each camera and observe its live feed to ensure proper alignment.

Note: System will not read plates while live; click Management tab to return to plate reading.

Color Legend

- **Red LPR light:** First, check power plugs on transportable and cameras to be sure all are connected properly. Check your Ethernet connections. Check IP address for accuracy.
- **Yellow LPR light:** Indicates system is booting.
- **Green LPR light:** Ready to read plates. When first powering on the system, it may take a minute or so to turn green.
- **Grey LPR light:** Call ELSAG North America Support at 1-866-967-4900.
- **Red GPS light:** Indicates GPS is not properly configured.
- **Yellow GPS light:** Indicates insufficient GPS satellite strength.
- **Green GPS light:** Indicates the GPS is running and recording coordinates.
- **Red COM light:** Indicates a communication or configuration error.
- **Yellow COM light:** Indicates there is no connection.
- **Green COM light:** Indicates the COM is communicating with the EOC server.

Windows® Firewall

The following ports must be opened on the Windows Firewall configuration. Consult with your network administrator on making these changes.

- | | |
|--|---|
| 1 Name: MWP
Port #: 8526
Type: UDP | 2 Name: DNP
Port #: 20000
Type: TCP |
|--|---|

Camera Measurements

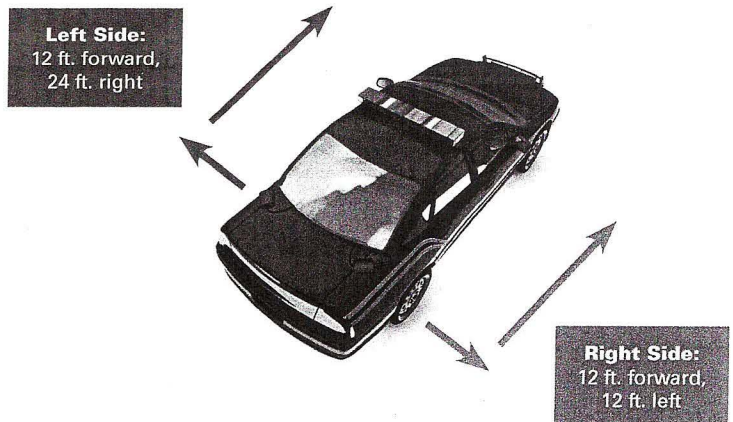
1 Left Camera: 25 MM

Once camera is on car, step 12 feet away from car, then 24 feet to the right. Turn and look at the camera. It should be lined up with your kneecap.

2 Right Camera: 16 MM

Once camera is on car, step 12 feet away from car, then 12 feet to the left. Turn and look at the camera. It should be lined up with your kneecap.

Note: The average human stride is 3 feet. Four strides is roughly 12 feet.



Grant Application**Operation IMPACT Tools Initiative****Project No.****Grantee Name**

IM06-1073-E00

Hudson City Police Department

02/02/2007

Project Title: Enhanced traffic interdiction with LPR

Contacts	
Mr. Ellis C. Richardson Chief of Police 427 Warren St. Hudson, NY 12534 Phone:(518) 828-3388, Ext: Fax:(518) 822-9116 Email:jgallo@leo.gov	Project Start: 02/01/2007 Project End: 01/31/2008 Project Period Years 1 Months 0 Submission Date 12/29/2006
Mr. Kevin Walsh Treasurer 520 Warren Street Hudson, NY 12534 Phone:518-828-0212, Ext: Fax: Email:kevinwalsh@mhccable.com	EIN: 14-6002244 Municipality No: Dun & Bradstreet No: Charities Registration No: _ Not For Profit _ Sectarian Entity
Hon. Richard F. Tracy Mayor 520 Warren Street Hudson, NY 12534 Phone:(518) 828-7217, Ext: Fax: Email:hudsonmayor@valstar.net	County: Region: BUDGET SUMMARY Grant Funds: \$43,923.62 100.00% Matching Funds \$0.00 0.00% Total Funds \$43,923.62

Project No.

Grantee Name

IM06-1073-E00

Hudson City Police Department

02/02/2007

Summary Description of Project

The City of Hudson Police Department will deploy special details along key thoroughfares. Details will utilize a License Plate Reader as a means of interdicting drug traffic and reducing violent crime. LPR will also be deployed on routine patrols on a full-time basis.

Federal Program Purpose Area

Program Purpose Code	Description
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Participants

Participant Name	Type	Comments
Hudson City Police Department	Grantee	

Contacts for Hudson City Police Department

Contact Name	Type	Phone
Mr. Ellis C. Richardson	Primary	(518) 828-3388
Mr. Kevin Walsh	Fiscal	518-828-0212
Hon. Richard F. Tracy	Signatory	(518) 828-7217

Work Plan**Goal:**

To increase safety on New York's roadways through local law enforcement agencies that utilize license plate readers to detect suspended and/or revoked operators and other motor vehicle related offenses.

Objective #1

To enhance enforcement abilities relating to stolen motor vehicles, unregistered/uninsured motor vehicles, persistent scofflaw violators, unlicensed operators, and sex offenders, while maintaining homeland security obligations through the deployment of a license plate reader.

Task #1 for Objective #1

Acquire the necessary equipment to enhance the ability of patrol to meet the safety needs of the community more efficiently.

Performance Measure

1 Include in the first Quarterly Progress Report submitted to DCJS the type of license plate reader unit installed (mobile or fixed) and the date(s) of equipment installation and implementation.

Task #2 for Objective #1

Develop a written departmental policy regarding the use of the license plate reader.

Performance Measure

1 Include the departmental policy in the first Quarterly Progress Report submitted to DCJS.

Task #3 for Objective #1

Provide training to those officers authorized to utilize the license plate reader.

Performance Measure

1 Include in the appropriate Quarterly Progress Report submitted to DCJS, the number and names of personnel that have completed vendor sponsored or in-house training regarding the proper use of the license plate reader.

Task #4 for Objective #1

Deploy patrol personnel assigned to the vehicle equipped with the license plate reader for investigative purposes and/or into areas deemed as high traffic, elevated crime, and/or a potential security threat.

Performance Measure

- | | |
|----|---|
| 1 | Number of stolen motor vehicles recovered. |
| 2 | Number of misdemeanor arrests resulting from the recovery of a stolen motor vehicle. |
| 3 | Number of felony arrests resulting from the recovery of a stolen motor vehicle. |
| 4 | Number of suspended and/or revoked registrations. |
| 5 | Number of misdemeanor arrests resulting from a suspended and/or revoked registration. |
| 6 | Number of felony arrests resulting from a suspended and/or revoked registration. |
| 7 | Number of stolen motor vehicle number plates recovered. |
| 8 | Number of misdemeanor arrests resulting from the recovery of a stolen motor vehicle number plate. |
| 9 | Number of felony arrests resulting from the recovery of a stolen motor vehicle number plate. |
| 10 | Number of wanted person(s) identified. |
| 11 | Number of misdemeanor arrests resulting from the identification of a wanted person(s). |
| 12 | Number of felony arrests resulting from the identification of a wanted person(s). |
| 13 | Number of person(s) wanted for delinquent spousal support. |
| 14 | Number of misdemeanor arrests resulting from person(s) wanted for delinquent spousal support. |
| 15 | Number of felony arrests resulting from person(s) wanted for delinquent spousal support. |
| 16 | Number of motor vehicle number plates read by the license plate reader. |
| 17 | Number of AMBER Alerts where the license plate reader was deployed. |
| 18 | Number of guns seized. |
| 19 | Amount of money seized. |

20	Types and quantity of illegal drugs seized.
21	Estimated street value of illegal drugs seized.
22	Number of operations conducted and with which partner agencies. (NYSP, DMV, Probation, etc.).
23	Successes not mentioned above.
24	Recommendations.

Objective #2

To develop a strategy for the City of Hudson that will reduce motor vehicle theft related crime through the deployment of a license plate reader and the integrated efforts of city, county, and state law enforcement agencies that serve Columbia County.

Task #1 for Objective #2

Research and develop a threat assessment describing the scope of the motor vehicle related crime problem in the City of Hudson using UCR Part 1 crime data and other resources available.

#	Performance Measure
1	Include the threat assessment in the overall strategy.

Task #2 for Objective #2

Identify those law enforcement agencies whose efforts would be integrated into the strategy and request their assistance in developing the strategy.

#	Performance Measure
1	During the first quarter of the grant contract year, initiate meetings between the various law enforcement agencies and include the dates of the meetings and which agencies attended in the Quarterly Progress Report submitted to DCJS.

Project No.

Grantee Name

IM06-1073-E00

Hudson City Police Department

02/02/2007

Specific Questions**Question #1**

Define and document the problem to be addressed through this project using current statistical data where applicable. The description should include a demographic profile of the targeted area and a detailed, data based analysis of crime in the area including the number of Part 1 crimes and arrests for the most recent year. (0-25 Points)

When completing this section the following issues should be addressed:

Why is the project needed? Describe and document the nature, severity and magnitude of the problem using current crime and social-demographic data.

Answer

Documentation of Problem Locational predicates for criminal activity: The crime challenges that the City of Hudson faces are not unlike those experienced by other upstate New York cities. After experiencing a short period of decline in criminal activity, there has been a recent upsurge, especially violent criminal activity. This activity appears to have a significant nexus with illegal narcotics activity. Nonetheless, the challenges Hudson faces are compounded by its geography. Hudson is located less than six miles from the New York State Thruway providing direct access to and from New York City, the Capital District Region and urban western areas of the State. It has an Amtrak station. Hudson has three New York State roads traveling through its jurisdiction from various directions • NY Route 9 – the primary thoroughfare for the City traversing through the center of the City north to south and passing through Greenport borders at both ends • NY Route 9G – traverses from the southern border and is the primary access to the New York State Thruway • NY Route 23B – traverses from the eastern border and is the main access point for traffic from the east including Massachusetts. Many involved in the trafficking of narcotics will utilize such non-interstate routes as a means of avoiding police scrutiny on the NYS Thruway, presumably believing that traveling through Hudson will allow them to escape police detection. Additionally, those involved in narcotics activity have actually utilized Hudson as a distribution base with convenient access to larger urban areas. Crime data: As the accompanying table illustrates, crimes that have traditionally been associated with the narcotics trade such as robbery, burglary and assaults in Hudson have seen a sharp rise in 2006. Please note that HPD has implemented a new RMS and has been working with DCJS to accurately update its Parts I & II crime data. Incidents Reported to Hudson Police Reported Crime 2003 2004 2005 2006 (% change from 2005) Assaults 68 79 81 101 (+25) Burglary 45 65 62 75 (+21) Robbery 7 11 8 12 (+50) Homicide 1 1 0 1 (+100) Larceny 222 261 273 305 (+11) Larceny MV 24 14 13 23 (+77) Other disturbing trends include: □ After a slow multi-year decline, HPD has witnessed an 87% increase in reports of narcotics activity recording 187 complaints thus far in 2006. □ The number of reported incidents involving the use of the firearms has sharply risen from 11 reported incidents in 2005 to 20 so far in 2006. □ Hudson experienced a shooting homicide in November with direct connections to narcotics and gang activity and a July shooting incident where four men were arrested for weapons and drug violations. Responding to the illegal narcotics trade as one of the significant factors contributing to the rise in violent crimes, the Hudson Police Department has leveraged the resources of multiple law enforcement partners to assist in curtailing such activity. Consequently, enforcement action data reveal a pronounced increase in the past year. Hudson Police Enforcement Actions 2003 2004 2005 2006 (% change from 2005) Felony Arrests 93 93 102 118 (+16) Misdemeanor Arrests 543 514 448 538 (+20) UTT N/A 1,642 886 1005 (+13) * Violation arrest data not available Socio-economic data: Hudson is a severely economically distressed community, a reality that contributes to the emergence of crime while simultaneously limiting public resources available to address the problem. □ The poverty rate among Hudson's 7,524 residents is 25.6% □ The median income within the City of Hudson of \$24,279 is less than two-thirds of that for the entirety of Columbia County and only about half of that for New York State. □ Home ownership, an important marker of community stability, is quite low within the entire City of Hudson with only one-third of households owning the dwelling unit and they live in. □ At the time of the 2000 census, housing values for the County as a whole exceeded City housing values by 50%.

Question #2

Describe the proposed project strategy identifying measurable objectives supported by specific tasks and performance measures. Describe how the project addresses the previously described problem. (0-25 Points)

Where will the project operate? Describe the physical location of the project.

When will the project operate? Provide time line for scheduling and accomplishing tasks.

Identify other agencies that will be involved in this initiative and their role.

Answer

Proposed Strategy: The use of traffic enforcement as a means to confront criminal activity, including the distribution of illegal narcotics, has continually been demonstrated to be effective. Lawful traffic stops and traffic safety checkpoints have traditionally been a means utilized by police to successfully interdict the illegal narcotics trade. In fact, the Hudson Police Department, with a patrol force well-trained in highway interdiction tactics, does utilize traffic stops to identify illegal traffickers and apprehend violators when appropriate. Unfortunately, limited resources, an increased number of calls for service and the rise in criminal cases being investigated restrict the intensity of effort that can be directed to highway interdiction efforts. Utilizing the resources of an IMPACT Tools Grant, the Hudson Police Department will undertake the following integrated initiative to better intervene against the transport of illegal narcotics and reduce associated violent

crime. „X Purchase and install a permanent mounted License Plate Reader (LPR) into a HPD marked patrol vehicle (a patrol car that is routinely in service). „X Administer an allotment of overtime funding to support coordinated multi-agency traffic enforcement operations utilizing the LPR as part of the enforcement operation. Collaborating agencies are expected to include the Town of Greenport Police Department, the Columbia County Sheriff's Office and the New York State Police, who will share information with one another as a means of formulating effective strategies. These initiatives would be undertaken during a one year period and focused on the three important secondary routes that traverse through Hudson. Depending upon various considerations, including weather, time of day and current understanding of ongoing criminal activity, these details will vary in size and structure. Details will be deployed in two distinct formats: „X A two officer unit in the LPR patrol vehicle in one of the designated traffic corridors. This unit would focus on VTL violations and LPR alarms. „X A 6 hour detail assignment, consisting of one sergeant and five patrol officers, operating per NYS Law requirements at a stationary traffic safety checkpoint utilizing the LPR unit as support for violation detection. Additionally, the LPR patrol vehicle will be in continual service to scan for all relevant alarms. Details will operate under the explicit instruction that the detection of violations of the NYS Vehicle and Traffic Law is the purpose of the detail. Furthermore, only under lawfully permissible circumstances will the interaction with an operator and/or its occupants be escalated for the purposes of investigation. To ensure that all constitutional protections are granted to motor vehicle operators, a patrol supervisor will be assigned to these larger traffic safety initiatives. Although the primary focus the initiative will be the reduction of violent crime, the initiative will yield several collateral benefits that will enhance local law enforcement capacity. „X Deployment of an LPR in an area of the state where none are currently deployed on a full-time basis „X A significantly expanded police patrol capacity in the area - a deterrent to every category of crime „X Strengthening of the relationship among Hudson Police Department and its surrounding law enforcement partners. „X Availability as an effective tool for mutual aid incidents.

Question #3

Briefly describe the implementing agency (resource levels, operational needs etc). Include in your description, a list of positions to be utilized to implement this project. Describe responsibilities of each person and the location of this position within in the organizational structure. (0-15 Points).

Answer

Implementing Agency: The Hudson Police Department (HPD) is a full-time, full service agency that is the primary provider of police services for the City of Hudson. The department responds to 10,000 calls for service annually and made nearly 800 custodial arrests in 2005. HPD has a force of twenty-six sworn members supported by four full-time dispatchers and two clerical positions. The Department also has a cadre of part time dispatching and parking attendant employees. Chief Ellis F. Richardson has two lieutenants that oversee the Investigation and Patrol Divisions respectively and report directly to his office. The Operations Lieutenant is responsible for all patrol functions and has four sergeants overseeing the activity of fourteen patrol officers. The Patrol Division also provides bike patrols, two K-9 units and "Park, Walk and Talk" foot patrols by all on duty patrol officers. Although the primary agency for providing police services in the City of Hudson, HPD routinely utilizes the assistance of other law enforcement agencies including the New York State Police, the New York State Division of Parole, the Drug Enforcement Agency, the Town of Greenport, the Columbia County Sheriff's Department and maintains a strong working relationship with the Colombia County District Attorney's Office. A primary operational need of HPD is to be able to effectively and efficiently enforce vehicle and traffic laws as a means of interdicting the significant drug traffic that flows through the community. It is well established that those involved in illegal narcotics activity are frequently non-compliant with regard to the provisions of the Vehicle and Traffic Law. Presently, the system of manually entering plate numbers in patrol vehicle MDT's is cumbersome and only allows for inquiries on a limited number of specifically targeted vehicles, while allowing other vehicles (whose occupants may be involved drug activity, but escape notice) to move freely through and around the city. The Patrol Division will have direct operational responsibility for the implementation of the Impact Tools initiative. Specifically, the Lieutenant in charge of the Patrol Division will ensure that the License Plate Reader (LPR) is optimally deployed as often as possible and that officers are adequately trained in use of the LPR; plan and schedule traffic enforcement details that focus on deployment of the LPR; and, coordinate with other agencies on joint operations.

Question #4

Describe what efforts will be undertaken to assess or evaluate this project and obtain the desired goals of increased public safety and crime reduction. (0-15 Points)

Answer

Evaluation: The process of evaluating the proposed project for its efficacy in facilitating the desired goals of increased public safety and crime reduction will utilize a construct that measures outputs (specific Impact Tools activities), outcomes (enforcement actions) and impacts (long-term reduction in crime). This evaluation model has been selected since it provides for routine intermediate feedback regarding the initiative, thus allowing for timely adjustment of project elements. Outputs: Each detail's activities will be recorded on an IMPACT Tools Activity Sheet and will record total number of vehicles stopped, LPR alarms generated, UTT's issued, etc. Outcomes: Arrests, other charges, seizures, etc. Impacts: Quarterly and annually, HPD will track Parts I & II Crime Data to determine effectiveness. At year end, a summary of detail activity and the current status of overall criminal activity will be compared to the previous year to determine effectiveness.

Project No.

Grantee Name

IM06-1073-E00

Hudson City Police Department

02/02/2007

Budget Summary by Participant

Hudson City Police Department - Version 1

#	Personnel	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	Two-officer details for 6 hours	30	\$398.76	\$11,962.80	\$11,962.80	\$0.00
Justification: Thirty six-hour details, comprised of 2 officers each, will be deeployed to targeted areas using License Plate Reader. Costs are based upon overtime rate for top rated patrol officer of \$33.23						
2	Six hour details, comprised of 5 patrol officers and 1 sergeant each.	9	\$1,228.98	\$11,060.82	\$11,060.82	\$0.00
Justification: Needed for enhanced highway interdiction efforts using traffic safety checkpoint. Costs are based upon hourly over time rate of for \$33.23 for officers and \$38.68 for sergeant.						
Total				\$23,023.62	\$23,023.62	\$0.00

#	Equipment	Number	Unit Cost	Total Cost	Grant Funds	Matching Funds
1	License Plate Reader (ELSAG Remington MPH 900)	1	\$16,800.00	\$16,800.00	\$16,800.00	\$0.00
Justification: Necessary to optically scan license plates for violations						
2	Remington MPH 900 DLX PC laptop	1	\$3,200.00	\$3,200.00	\$3,200.00	\$0.00
Justification: Laptop needed to support License Plate Reader						
3	Instalation of MPH 900 LPR and PC	1	\$900.00	\$900.00	\$900.00	\$0.00
Justification: Expert installation required.						
Total				\$20,900.00	\$20,900.00	\$0.00

Version 1 Total	Total Cost	Grant Funds	Matching Funds
	\$43,923.62	\$43,923.62	\$0.00

Advance Request

Advance: \$0.00

Justification:

Project No.

Grantee Name

IM06-1073-E00

Hudson City Police Department

02/02/2007

Assurance**NEW YORK STATE DIVISION OF CRIMINAL JUSTICE SERVICES
BUREAU OF JUSTICE FUNDING
Certified Assurances for Federally-supported Projects**

The applicant hereby assures and certifies compliance with all Federal and State statutes, regulations, policies, guidelines, and requirements, including OMB Circulars No. A-21, A-110, A-122, A-133, A-87, E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements - 28 CFR, Part 66, Common Rule, that govern the application, acceptance, and use of Federal funds for this federally-assisted project. The applicant also assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion, or similar action, has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein and in directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with the provisions of Federal law known as the Hatch Act which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants (5 USC, Section 1501, et seq, as amended).
4. It will comply with the minimum wage and minimum hours provisions of the Federal Fair Labor Standards Act, if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the U.S. Department of Justice, New York State Division of Criminal Justice Service (DCJS) or the New York State Comptroller's Office, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the U.S. Department of Justice and New York State concerning special requirements of law, program requirements, and other administrative requirements.
8. It will ensure that the facilities under its ownership, lease, or supervision which shall be utilized in the accomplishment of the project are not listed in the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify DCJS of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976, Section 102 (a) requires, on or after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase, AFederal financial assistance@ includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or other form of direct or indirect Federal assistance.
10. It will assist DCJS in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 U.S.C. 470), Executive Order 11593 and the Archeological and Historical Preservation Act of 1966 (16 U.S.C. 496a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, notifying DCJS of the existence of any such properties, and by (b) complying with all requirements established by the Federal Government to avoid or mitigate adverse effects upon such properties.
11. It will comply with the applicable provisions of the Title I of the Omnibus Crime Control and Safe Streets Act of 1968,

as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victim of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs= Financial Guide; and all other applicable Federal laws, orders, circulars, or regulations.

12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure, Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environment Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures, and Federal laws or regulations applicable to Federal assistance programs.

13. It will comply, and all its contractors will comply, with the non-discrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C,D,E, and G; and Department of Justice regulations on disability discrimination. CFR Part 35 and Part 39.

14. It assures that in the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against applicant, the applicant will forward a copy of the finding to DCJS for transmittal to the U.S. Department of Justice, Office of Civil Rights.

15. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

16. It will be solely responsible and answerable in damages for any and all accidents and/or injuries to persons (including death) or property arising out of or related to the services to be rendered pursuant to this agreement. The applicant will indemnify and hold harmless New York State and its officers and employees from claims, suits, actions, damages, and costs of every nature arising out of the provision of federally-funded services.

The applicant is potentially an independent contractor and may neither hold itself out nor claim to be an officer, employee or subdivision of New York State nor make any claim, demand or application to or for any right based upon any different status.

17. It assures that Federal formula grant funds, or the required cash matching funds, will not be used to supplant State or local funds but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement and criminal justice activities.

18. It assures that matching funds required to pay the non-Federal portion of the cost of each program and project, for which federal funds are made available, shall be in addition to funds that would otherwise be made available for law enforcement and criminal justice activities by recipients of grant funds.

19. It assures that it shall maintain such data and information and submit such reports in such form at such times and containing such data and information as DCJS may reasonably require to administer the program.

20. It agrees that, in compliance with Section 623 of Public Law 102-141, no amount of this award shall be used to finance the acquisition of goods or services (including construction services) that have an aggregate value of \$500,000 or more, unless the recipient:

(a) specifies in any announcement of the awarding of the contract for the procurement of the goods and services involved (including construction services) the amount of Federal funds that will be used to finance the acquisition; and

(b) expresses the amount announced pursuant to paragraph (a) as a percentage of the total cost of the planned acquisition.

21. New York State agency applicants assure compliance with Title V of the Anti-Drug Abuse Act of 1988 and regulations promulgated by the Federal Government to maintain a drug-free workplace.

22. When applicants having 50 or more employees which receive an amount of \$500,000 or more, or \$500,000 in the aggregate, in any fiscal year, are required to formulate and provide an Equal Employment Opportunity Program (EEOP), in accordance with 28 CFR, subpart e. The applicant agrees to maintain a current one on file and to certify to DCJS that it has a current EEOP on file which meets the applicable requirements. The applicant agrees not to obligate or expend any funds under this grant award until it submits to DCJS for transmittal to the respective federal grantor agency for review and approval by the U.S. Department of Justice, Office for Civil Rights, a copy of the prospective subgrantee's

Equal Employment Opportunity Plan (EEOP), or the Statistical Update from the previous year, whichever is appropriate. When an Update only is appropriate, the following information should also be submitted:

(a) The number of complaints of discrimination filed against the subgrant agency within the past year, the final disposition or current status of each complaint, and the nature and issues involved in each active complaint; and

(b) A statement addressing whether or not the subgrant agency is currently operating under an equal employment conciliation agreement and, if so, a copy of that agreement and the most recent monitoring report.

23. It agrees that any publication (written, visual, or sound, but excluding press releases, newsletters, and issue analyses) issued by the applicant describing programs or projects funded in whole or in part with Federal funds, shall contain the following statement:

'This project was supported by Grant # , awarded by the Office of Justice Programs, U.S. Department of Justice to the State of New York, Division of Criminal Justice Services (DCJS). Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice or DCJS. '

The applicant also agrees that one copy of any such publication will be submitted to DCJS to be placed on file and distributed as appropriate to other potential grantees or interested parties. DCJS may waive the requirement for submission of any specific publication upon submission of a request providing justification from the applicant.

24. It agrees that acceptance of this Certified Assurance expressly includes acceptance and intention to comply with the Federal Certification Regarding Debarment , Suspension, Ineligibility, and Voluntary Exclusion (<http://www.criminaljustice.state.ny.us/ofpa/downloadforms/debarment.doc>).

25. If the grant applied for is awarded, it will be provided by the State of New York from funds appropriated under one of the various titles of the Violent Crime Control and Law enforcement Act of 1994 (PL 103-322). The applicant assures that all information contained in the application is correct and that it will abide by all statutes, rules, and regulations of the United States and of New York State affecting the conduct of grantees, as well as to conform to the terms and conditions stated in the contractual agreement.

All Certified Assurances for federal programs, and DCJS Contract Appendices are also available online for download at <http://criminaljustice.state.ny.us/ofpa/forms.htm>. 06/01 edition

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