

**CITY OF OAKLAND**

**Memorandum**

TO: Bureau of Investigation  
ATTN: Deputy Chief Jeffrey Israel  
FROM: Manager Frank I. Alliger  
DATE: 08 FEB 08

RE: Identification Annual Report

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**Staffing**

The Identification Section is responsible for law enforcement processing via electronic databases, fingerprinting, imaging, working with local agencies and the California Department of Justice and is performed by three Police Services Technician II's (PSTII). The Section is responsible for Citation/Court Bookings, Registration of Sex, Drug and Arson Offenders, City License and Permit processing, Applicant (Police Officer and Civilian staff) and Letters of Clearance. We are unable to provide walk in service with our current staffing level and must provide all services by appointment only.

The Photo Lab Unit is staffed by two Police Services Technician II's. The Unit is responsible for issuing film, processing, maintaining equipment, printing and production of "wanted" photos for Patrol and Investigations. These two PSTII's provide all photographic services for Police and for the Fire Department, Animal Control, Code Enforcement and other City Departments as requested.

The Video Section is not staffed, but provides Forensic Video Analysis (FVA) for Criminal Investigation Division of Homicides, Robberies, Assaults and Theft. The request for these services would be better accommodated by staffing the operation with a full time FVA position. These services are essential to developing investigative leads, identifying suspects and corroboration of victim/witness statements. There is a great benefit to the investigation when there is a closed circuit television surveillance system or digital video images captured from the crime scenes. It would also be advantageous to have this critical service staffed full time to assist all investigative units in a timely manner.

The Video Section is also responsible for the introduction of trained video teams working with Special Operations Teams and Mobile Field Force Units for crowd control, special events and demonstrations. The Video Teams work to document activity, crowd demeanor and cases of intentional provocation to articulate police response. The teams are made up of four Officers, working regular assignments that are deployed as needed. The Section also provides video support for surveillance operations. This operation is managed by the ID Division Manager.

The Composite Unit is not a staffed position, but is conducted by the Division Manager. The unit produces suspect composites as requested by Sexual Assault, Robbery, and Homicide. The function

is being transitioned to a Police Officer to provide for this service after the current Manager's retirement.

There is one manager position for the Division, responsible for the Identification Section, Photo Lab Unit, Video Section, Property and Evidence Unit, False Alarm Reduction Unit, and Crime Analysis Section. The staffing of for each units are detailed in the individual unit reports submitted to the Bureau of Investigation's Deputy Chief.

There are five authorized Police Service Technician II positions in Identification Section and Photo Lab Unit, they are all filled.

**Authorized Positions**

Position	Authorized	Filled
Administrative Services Manager II	1	1
Police Services Technician II	5	5

**Retirements:**

None

**Promotions:**

There were no promotions in ID for the year 2007.

**Long Term Injury/Illness Absences:**

1 PSTII off injury status from August 06 – Feb 07.

**Fiscal Management Report**

The annual budget for the Identification Personnel and O&M is \$104,890.91; the remaining balance for the program is \$3,091.53 for O&M. The negative balances in Personnel and Over-time are a result of additional costs in overtime, and unbudgeted costs for sworn personnel. The balance also includes the existing cost for one FTE PSTII for Program PS36 which at present is unfunded either for O&M or Personnel. Overtime costs are exacerbated by reduced staffing in ID and not staffing the Video Section position.

Category	Appropriations	Annual Expenditures	Difference
O & M	104,890.91	101,799.38	3,091.53
Civilian Personnel	482,472.00	617,747.26	<135,275.26>
Over Time	10,000.00	60,443.68	<50,443.68>
Grants	0	0	0
Sworn Personnel	0	0	0

## **Training**

The Police Services Technician II's (5) and the Manager position (1) have been trained in all current Negotiated Settlement Agreement training appropriate to their respective assignments. The manager position has had in excess of 90 hours training as listed.

### **Police Services Technician II's Training for Identification and Photo Lab**

#### PSTII - Bickham, Sharon

16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
31-Jan-07	DGO C-8-29DEC06-Oleoresin Capsicum-Task20-0.5HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR
15-Oct-07	TeleStaff-Scheduling System-5HR

#### PSTII - Boyle, Eileen

16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
31-Jan-07	DGO C-8-29DEC06-Oleoresin Capsicum-Task20-0.5HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR
17-Sep-07	Forensic Video Analysis and the Law-Basic-40HR
14-Nov-07	Forensic Video Analysis-Level 1-24HR

#### PSTII – Holden, Reginald

16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
31-Jan-07	DGO C-8-29DEC06-Oleoresin Capsicum-Task20-0.5HR
22-May-07	COMM on Victim/Witness with Severe Disabilities-2HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR
09-Sep-07	Field Base Reporting (FBR) 10 Hours
26-Jul-07	CLETS Less than Full Access Training 1 HR
-5-FEB-07	NSA Compliance Trng Task 18

#### PSTII - Rivers, Carla

16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
31-Jan-07	DGO C-8-29DEC06-Oleoresin Capsicum-Task20-0.5HR
09-Mar-07	DVD-Santa Rita Jail "Intake Searches"-0.5HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR

PSTII - Rodger, Lynotte

11-Jan-07	Sex Offender TRACKING/REG-8HR
16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
31-Jan-07	DGO C-8-29DEC06-Oleoresin Capsicum-Task20-0.5HR
22-May-07	COMM on Victim/Witness with Severe Disabilities-2HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR

Identification Division Manager's Training – Alliger, Frank

11-Jan-07	DGO D-17-08JAN07-PAS&iPAS-Supv/CMDRS/MNGR-3HR
16-Jan-07	MEMO-16JAN07-Promotional Consideration-0.5HR
07-Feb-07	SO8552-01FEB07-Term TB V-T.1-Internal Invest Proc Manual-0.5HR
07-Feb-07	SO8553-01FEB07-Term DGO M-3&TB V-T.1-Internal Invest Proc Manual-0.5HR
20-Feb-07	WMD/ALL Hazards (COBRA-24HR)
27-Mar-07	Legal Update for Command-2HR
27-Mar-07	Workplace Harassment PREVENT-CPT-2HR
10-Apr-07	NIMS-ICS 300 Intermediate ICS-24HR
13-Apr-07	NIMS-ICS 400 Advanced ICS-8HR
18-May-07	SO8565-11MAY07-Revision of DGO M-3-0.5HR
30-May-07	TB V-T-30MAY07-DEPT Discipline POLICY-0.5HR
31-Jul-07	Audit & Compliance Training-4HR
05-Nov-07	Property Room Management-16HR
30-Nov-07	Use of Force/IAD/Homicide UPD-4HR
30-Nov-07	ADA & Workers' Compensation-4HR

**Significant Accomplishments**

The Video Section provides documentation for all Officer Involved Shootings. This new procedure is conducted to document the scene, show circumstances and provide a visual description of events by the primary Homicide Investigator to assist in the investigation of the incident.

The Video Section responds on “callouts” for recovery of video evidence, adapting to proliferation of digital systems by merchants. The digital surveillance systems are growing at a very fast pace, each one seems to be different as they utilize proprietary software. One Police Officer, Inez Ramirez and myself are the only individuals with the training and experience to do digital recovery. It is important that individuals qualified to recover digital evidence, without loss of quality to the original images, are available. This service has resulted in a significant increase in identification of suspects. The Video Section processes more than a dozen cases on a weekly basis. The case work that involves video/digital images; resulting in substantial investigative leads toward the identification of the suspect(s) responsible for the crimes captured via Closed Circuit Television Systems has provided substantially to CID’s ability to solve cases in Robbery, Assault and Homicides.

The Composite Unit has conducted dozens of interviews with victim/witnesses last year and produced as many composites of suspects, including posters and community flyers in conjunction with Crime Stop awareness program.

We have not received any formal awards for the work done in these operations, but it is essential work that leads to the identification and apprehension of suspects for Robbery, Sexual Assault and Assault on a regular basis.

### **Identification Section 2007 Stats**

- Registered 1,341 Felony drug offenders, 1,249 felony sex offenders, and 16 felony arsonists.
- Notification letters mailed to 526 registrants
- Processed backgrounds and fingerprinted 725 employment applicants.
- Processed 144 license/permit applicants.
- Performed background checks and issued 109 Clearance Letters.
- Searched, printed and issued 3 CORPUS views.
- Fingerprinted, photographed, confirmed identification of 410 subjects, and updated the CORPUS event information for Oakland-Piedmont Municipal Court Record.

### **Photo Lab Unit**

#### 2007 Statistical Figures

- Issued, tracked and processed 7,255 rolls of film for crime scene, beat health, injury photos, accidents, line-up documentation and internal investigations.
- Printed 119,455 photographs from film turned in by technicians, officers, investigators, district attorneys, and surveillance teams for crime scene, accident, injury, suspects and line-up documentation

### **Productivity Performance Data**

The ID Division professional staff for ID Section, Photo Lab Unit and Video Section has no data for Citations Issued, Arrests, Audits Completed, Policies Completed, Projects Closed, Vehicles Towed, Warrants Cleared, Warrants Written, and Warrants Served.

### **Other Performance Data**

There has been no need for corrective action (UOF, discharge of firearm, personnel complaints, vehicle pursuits, or preventable collisions).

### **2007 Activity and Revenue Summary**

<b>Description</b>	<b>Quantity</b>	<b>Revenue</b>
Photographs	<b>691</b>	<b>\$691.00</b>
Clearance Letters	<b>237</b>	<b>\$5925.00</b>
DOJ Fees	<b>211</b>	<b>\$6752.00</b>
Notary Fees	<b>470</b>	<b>\$470.00</b>
<b>TOTAL</b>	<b>1609</b>	<b>\$13,838.00</b>

### **Plans and Goals**

We are working with the Special Victim's Section to maintain accurate Sex Offender Registration files and to improve documentation for prosecution of 290PC cases. The files have been restructured from chronological order to case packets by each registrant's name. The consolidation of the offender's history improves the quality of the information provided to the prosecution and the courts. The ID Sections ability to provide comprehensive, current, and complete criminal history of subjects has resulted in additional time at sentencing.

I will pursue transitioning one FTE position from the Photo Lab to the Video Section so we can provide full time FVA services in the Video Section to expedite service to Criminal Investigation Division on cases that have video/digital evidence, reduce overtime expenditures, and alleviate my direct involvement in the analysis of evidence.

To further succession planning, I will continue to mentor and train a Police Officer Kelly Parker-Bridges to be the department's composite artist and ensure that the service is available to our Criminal Investigation Division.

Frank I. Alliger  
Identification Division Manager  
Bureau of Investigation