

# Memorandum

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CITY OF DALLAS

DATE October 24, 2014

CITY SECRETARY  
DALLAS, TEXAS

TO Honorable Members of the Public Safety Committee:  
Adam Medrano (Vice Chair), Dwaine Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT **Public Safety Committee Meeting**

**Monday, October 27, 2014, 11:00 a.m. - 12:30 p.m.**

Dallas City Hall – Room 6ES, 1500 Marilla St., Dallas, Texas 75201

The agenda for the meeting is as follows:

1. Consideration of minutes from the October 13, 2014 Public Safety Committee Meeting Sheffie Kadane, Chair
2. Dallas Police Department Crime Report Police Chief David O. Brown  
Dallas Police Department
3. Officer Involved Shooting Report: 2003-2014 Major Jeff Cotner  
Dallas Police Department
4. Communicable Diseases - General Orders 438.00 Assistant Chief Tom Lawrence  
Dallas Police Department
5. November 12, 2014 Council Agenda Items:
  - Internet Crimes Against Children Grant Award Acceptance and Allocation
  - Authorize Payments for parking fees at Frank Crowley Court Building
  - Acceptance of the Dallas Police Victim Services Grant from the Criminal Justice Division
  - Acceptance of the City of Dallas Digital Evidence Asset Management Grant
  - Acceptance of the City of Dallas NIBIN Program Grant
  - Forensic Analysis of Criminal Evidence – Southwestern Institute of Forensic Sciences at Dallas Interlocal Agreement
  - Authorize Acceptance of the Intellectual Property Taskforce Grant and enter into a Memorandum of Understanding with other agencies (MOU)

Sheffie Kadane, Chair *ESN*  
Public Safety Committee

cc: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
Warren M. S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
Ryan S. Evans, First Assistant City Manager

Eric D. Campbell, Assistant City Manager  
Jill A. Jordan, P.E., Assistant City Manager  
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Joey Zapata, Assistant City Manager  
Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council

October 24, 2014

Public Safety Committee Meeting – Monday, October 27, 2014

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**NOTICE:** A quorum of the Dallas City Council may attend this Council Committee meeting

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. Contemplated or pending litigation or matters where legal advice is requested of the City Attorney. Section 551.071 of the Texas Open Meetings Act.
2. The purchase, exchange, lease or value of real property, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.072 of the Texas Open Meetings Act.
3. A contract for a prospective gift or donation to the City, if the deliberation in an open meeting would have a detrimental effect on the position of the City in negotiations with a third person. Section 551.073 of the Texas Open Meetings Act.
4. Personnel matters involving the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint against an officer or employee. Section 551.074 of the Texas Open Meetings Act.
5. The deployment, or specific occasions for implementation of security personnel or devices. Section 551.076 of the Texas Open Meetings Act.
6. Deliberations regarding economic development negotiations. Section 551.074 of the Texas Open Meetings Act.

# **DRAFT**

## **Public Safety Committee Meeting Record**

The Public Safety Committee meetings are recorded. Agenda materials are available online at [www.dallascityhall.com](http://www.dallascityhall.com). Recordings may be reviewed/copied by contacting the Public Safety Committee Coordinator at 214-670-3246.

**Meeting Date:** Monday, October 13, 2014

**Convened:** 11:30 a.m.

**Adjourned:** 1:02 p.m.

**Committee Members Present:**

Councilmember Sheffie Kadane, **Chair**  
Councilmember Adam Medrano, **Vice-Chair**  
Councilmember Dwaine Caraway  
Councilmember Jennifer Gates  
Councilmember Sandy Greyson

**Executive Staff Present:**

Eric D. Campbell, Assistant City Manager  
Fire-Rescue Chief Louie Bright, III, DFR  
Assistant Chief Ted Padgett, DFR  
Deputy Chief Tameji Berry, DFR  
Captain George Florence, DFR  
Gloria Carter, Director, CTS  
John Rogers, Assistant Director, CTS  
Michael Frosch, Director, BDPS  
Stephanie Cooper, AD, BDPS

**Committee Members Absent:**

Councilmember Scott Griggs

**Other Councilmembers Present:**

Councilmember Philip Kingston

### **PUBLIC SAFETY COMMITTEE AGENDA:**

Captain Florence provided an overview of Recruiting and Retention at 11:21 a.m. pending a quorum.

**1. Recruiting and Retention Overview**

**Presenter:** Captain George Florence, Dallas Fire-Rescue Department

Goals of Recruiting and Retention are as follows:

- To expand the applicant pool by increasing the total number of applications submitted
- Target under represented demographic groups (Females, Hispanics, Asians, and African Americans)
- Participate in local and out of area job/career fairs
- Increase the media presence of Dallas Fire-Rescue through the use of social media
- Expand community based recruiting efforts to include churches, community centers, local malls

Dallas Fire-Rescue Hiring Process:

- Step 1 Written Civil Service Test
- Step 2 Personal History Packets given to eligible applicants (2 week deadline for submission to Personnel)
- Step 3 Accuplacer (paramedic eligibility exam)
- Step 4 Start CPAT Mentoring (8 weeks)
- Step 5 CPAT Testing (successful candidates given polygraph survey for completion)
- Step 6 Begin background checks (criminal and employment history)
- Step 7 Interviews
- Step 8 Employment Offers given
- Step 9 Pre-employment physicals and drug testing
- Step 10 Congratulation Letters sent
- Step 11 Recruit Class Starts and New Employee Orientation

The committee had the following areas of concern:

- Since 2009, recruiters have processed approximately 6000 applicants. Out of that number how many moved to the next step?
- Candidate Physical Ability Test (CPAT) Mentoring

**2. Call to Order**

**Presenter:** Sheffie Kadane, Chair

**Action Taken/Committee Recommendation(s):**

Committee Chair Kadane called an open session of the Public Safety Committee Meeting to order at 11:30 a.m., Monday, October 13, 2014 at Dallas City Hall, 1500 Marilla, 6ES, Dallas, TX, 75201. A quorum was present.

**3. Approval of Meeting Record for September 22, 2014 Public Safety Committee Meeting**

**Presenter:** Sheffie Kadane, Chair

**Action Taken/Committee Recommendation(s):**

Motion made by: **Councilmember Medrano**

Item passed unanimously:   X  

Item failed unanimously:       

Seconded by: **Councilmember Greyson**

Item passed on a divided vote:       

Item failed on a divided vote:       

**4. Dallas Municipal Court 3<sup>rd</sup> Party Collections Contract**

**Presenter:** Gloria Carter and John Rogers, Court & Detention Services

Michael Frosch and Stephanie Cooper, Business Development & Procurement

The purpose of this presentation is:

- Reviewing the recommended proposal for the 3<sup>rd</sup> party collections contract that council will consider on October 22, 2014
  - Court Collections Background
  - Procurement Process
  - Recommendation and Next Steps

The committee had the following areas of concern:

- M.S.B. background information
- Linebarger background information
- Linebarger's bid and length of contract
- Competitive bidding
- Points given for minority based contracts
- Pro bono work
- Evaluation criteria of RP
- Parking violations
- Code violations
- Pre-trial process
- Revenue Value Detail
- Guaranteed revenue
- Level of collections in the last 5 years
- Client references
- Recommended methods

A motion was made by Councilmember Greyson to accept and recommend the Dallas Municipal Court 3<sup>rd</sup> Party Collections Contract - authorizing a 36 month contract with three one year renewal options with M.S.B. for the collection of delinquent fines and fees on class C misdemeanor and civil violations to full council for approval. Councilmember Gates seconded the motion and it passed with a divided vote of 3 in favor and 2 opposed.

Councilmember Greyson, Councilmember Gates, Councilmember Kadane voted in favor of the motion. Councilmember Medrano and Councilmember Caraway voted in opposition.

5. **Safelight Program (A Red-Light Photo Enforcement Safety Initiative)**

**Presenter:** Donzell Gipson, Assistant Director, Dallas Police Department

Why have a Safelight Program?

- Problem:
  - High number of right angle collisions and related injuries/fatalities due to people running red lights
- Purpose:
  - To improve public safety by increasing enforcement of red light laws in conjunction with public awareness to modify driving behavior
- Solution:
  - Execute contract for deployment of automated photo and video cameras for citation enforcement

The committee had the following areas of concern:

- Revenue
- Graphs of intersections
- Civil penalty
- Dispute policy
- Level of appeal
- Delinquent collection
- Collection rates
- Statistics on vehicles with paper license tags that run red lights
- Enforcement
- Fewer fatalities
- Traffic engineer

A motion was made by Councilmember Greyson to accept and recommend the new request for proposal (RFP) to full council for approval. Councilmember Gates seconded the motion and it passed by unanimous vote.

Public Safety Committee Meeting Record – October 13, 2014

6. **Administrative (Fire) Reports (Informational Memo)**

**Presenter:** Deputy Chief Tameji Berry, Dallas Fire-Rescue Department

The purpose of this memo is to provide the committee with a brief description of the August 24 – September 30, 2014 fire reports. There was 1 (one) civilian fatality, and 9 (nine) civilian injuries that occurred as a result of fire incidents.

The committee had the following areas of concern:

- Response time
- Damage at 5215 Westgrove Place

The October 13, 2014 Public Safety Committee Meeting adjourned at 1:02 p.m.

**APPROVED BY:**

**ATTEST:**

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Sheffie Kadane, Chair  
Public Safety Committee

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Shun Session, Coordinator  
Public Safety Committee

(Draft Minutes Pending Committee Approval)

# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Dallas Police Department Crime Report**

On Monday, October 27, 2014, you will be briefed on the Dallas Police Department Crime Report. The briefing materials are attached for your review.



Eric D. Campbell  
Assistant City Manager

## Attachment

cc: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
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Elsa Cantu, Assistant to the City Manager – Mayor & Council



Dallas Police Department  
Crime Report  
Public Safety Committee  
October 27, 2014







## PUBLIC SAFETY COMMITTEE BRIEFING

### Index Crime Year to Date 09/30/2014

CRIME TYPE	ACTUAL YTD	ACTUAL LYTD	% CHG YTD	4 yr % Change	10 yr % Change	Crime Rate	
						2013 Rate	Previous Low Year
Murder	86	118	-27.12%	-15.24%	-38.22%	0.11	1958
*Sexual Assault	442	357	23.81%	14.14%	-5.51%	0.43	**1968
Robbery	2,701	3,137	-13.90%	-23.92%	-47.25%	3.33	1972
Business	470	548	-14.23%	-34.39%	-45.50%	n.c.	n.c.
Individual	2,231	2,589	-13.83%	-21.10%	-47.63%	n.c.	n.c.
Aggravated Assault	2,915	2,731	6.74%	-14.45%	-56.85%	2.73	1966
Non-Fam Viol	2,002	1,779	12.54%	-22.83%	-64.85%	n.c.	n.c.
Fam Viol	913	952	-4.10%	5.17%	-29.15%	n.c.	n.c.
<b>Total Violent Crime</b>	<b>6,144</b>	<b>6,343</b>	<b>-3.14%</b>	<b>-18.22%</b>	<b>-50.29%</b>	<b>6.59</b>	<b>1968</b>
Burglary	8,413	11,032	-23.74%	-25.32%	-33.64%	11.50	1966
Business	2,461	3,131	-21.40%	-14.77%	-40.75%	n.c.	n.c.
Residence	5,952	7,901	-24.67%	-28.70%	-30.44%	n.c.	n.c.
Theft	19,625	22,906	-14.32%	-26.73%	-48.13%	24.06	1964
Auto Theft	5,289	5,471	-3.33%	-28.61%	-57.31%	5.85	1976
<b>Total Non-Violent</b>	<b>33,327</b>	<b>39,409</b>	<b>-15.43%</b>	<b>-26.62%</b>	<b>-46.52%</b>	<b>41.40</b>	<b>1964</b>
<b>Total Index Crimes</b>	<b>39,471</b>	<b>45,752</b>	<b>-13.73%</b>	<b>-25.57%</b>	<b>-47.07%</b>	<b>48.00</b>	<b>1966</b>

**Human Trafficking Offenses      Jan to May 2014      22**

\*Sexual Assault for 2014 reflects UCR new definition  
 \*\* Previous Year Low prior to 2007

\*In January of 2012, the United States Attorney General announced a revised definition of the offense of rape for the Uniform Crime Report (UCR) Summary Reporting System. This change signifies a major step in ensuring that rape incidents are more accurately reflected in crime statistics. The original definition of a rape offense was "The carnal knowledge of a female forcibly and against her will." The new definition accounts for all forms of rape, regardless of the victim's gender, relationship to offender, or the method of the rape. It now includes instances in which the victim is incapable of giving consent because of temporary or permanent mental or physical incapacity or because of age. Texas Department of Public Safety Uniform Crime Report Bureau officials directed all Texas law enforcement agencies to report these crimes using the new definition beginning in January 2014. This change will create the need for local law enforcement agencies to explain the anticipated uptick in rape statistics.

# The Most Significant Crime Reduction of Major Cities over the Last Ten Years

(2003-2012)

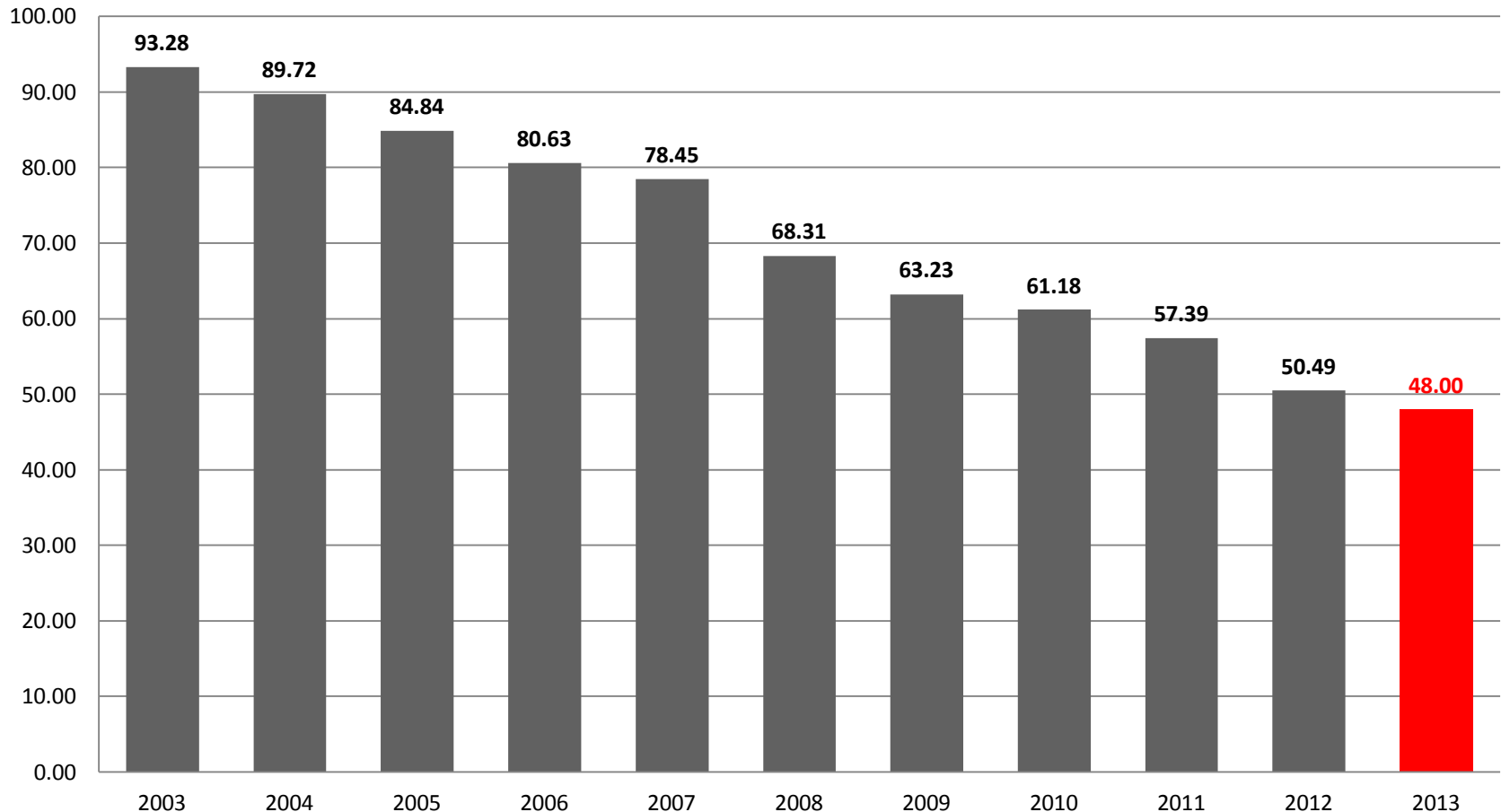
CITY	CRIME REDUCTION
<b>DALLAS</b>	<b>-45.38%</b>
LOS ANGELES	-42.57%
PHOENIX	-34.57%
DETROIT	-33.01%
SAN DIEGO	-30.73%
CHICAGO	-24.19%
NEW YORK	-17.13%
HOUSTON	-10.21%
PHILADELPHIA	-9.90%
SAN ANTONIO	-0.71%

# City of Dallas Ten Lowest Murder Crime Rate Years

YEAR	CRIME RATE per 1000
1930	0.077
1957	0.104
<b>2011</b>	<b>0.109</b>
<b>2013</b>	<b>0.112</b>
1931	0.114
1952	0.117
1958	0.121
1951	0.123
1955	0.123
<b>2010</b>	<b>0.124</b>

# City of Dallas Overall Part 1 Crime Rates 2003-2013

The lowest overall Crime Rate since 1966



\*These crime statistics are preliminary and are subject to reclassification according to the rules and regulations of the FBI's Uniform Crime Reporting (UCR). These crime statistics are collected for inclusion in the FBI's Uniform Crime Reports program to document crime trends over time and include murder, rape, robbery, aggravated assault, burglary, theft, motor vehicle theft, and arson.

The FBI will publish all agencies offense data in June 2014 in a report titled, "Preliminary Annual Uniform Crime Report, January - December 2013".

The final offense data will be published in October 2014 in a report titled, "Crime in the United States, 2013".

Questions?

# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Officer Involved Shooting Report: 2003-2014**

On Monday, October 27, 2014, you will be briefed on the Officer Involved Shooting Report: 2003-2014. The briefing materials are attached for your review.



Eric D. Campbell  
Assistant City Manager

## Attachment

cc: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
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# Officer Involved Shooting Report

## 2003-2014

Public Safety Committee  
October 27, 2014



[www.dallaspolice.net](http://www.dallaspolice.net)

David O. Brown  
Chief Of Police

# Purpose and Goal

Demonstrate commitment to the citizens of Dallas through the sharing of key information about Officer Involved Shooting Incident (OIS) Website Report

- Be transparent wherever possible to provide insight into investigative process
- Strengthen understanding into what our officers' encounter, the training and equipment given to prepare them for these instances, and the measures of accountability taken throughout



# Definition and Investigation

**Officer Involved Shooting (OIS):** An incident where an officer on or off duty discharges a firearm at another person while acting as a police officer

## OIS Investigations

- Each OIS incident is investigated by the Special Investigations Unit, comprised of experienced homicide detectives and supervisors
- Average of 16.5 incidents per year over the past twelve years
- January 2014 – October 2014: 19 OIS incidents

# OIS Website Report

## Posting

- The report will be posted on [www.dallaspolice.net](http://www.dallaspolice.net) and [www.dpdbeat.com](http://www.dpdbeat.com)
- DPD is currently working with CIS to place the information onto these sites during November 2014
- Information on the report will be updated quarterly

# OIS Website Report

## Format and Sequence of Information

- Message from the Chief of Police
  - Contains actions recently implemented as the Department continuously reviews these incidents and works proactively to improve our responses
- Explanation of why DPD provides OIS information
  - Includes a description of the Department's organizational commitment to the protection of human life
- Description of what is an OIS and the Investigative Process
- Posting of General Order 906.00
  - “Use of Deadly Force”

# OIS Website

## Format and Sequence of Information continued

- OIS summaries from 2003 to present
  - Excel format with key information such as date, location, suspect disposition/ethnicity/gender/weapon, and Grand Jury action
  - Expanded summary connected via hyperlink
- Line Graph depicting number of OIS incidents 2003-14
- Bar Chart showing Disposition of Suspects 2003-14
  - Killed, injured or shoot miss incidents
- Discussion of how the Department is Reducing Deadly Force Incidents
  - Policy, training and equipment

# Summary

The trust of the citizens of Dallas is hard to earn but easy to lose, therefore, the Department will continue to:

- Demonstrate a commitment to the preservation of life as a guiding principle in policy and training
- Be open and forthright regarding incidents of deadly force
- Adopt policies, training and investigative procedures reflecting nationally recognized best practices
- Ensure the legitimacy of the public's interest in the actions and expectations of its Police Department are understood

# Questions?

# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Communicable Diseases General Orders 438.00**

On Monday, October 27, 2014, you will be briefed on the Communicable Diseases General Orders 438.00. The briefing materials are attached for your review.



Eric D. Campbell  
Assistant City Manager

## Attachment

cc: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
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# Communicable Diseases

## General Orders 438.00

Public Safety Committee

October 27, 2014



[www.dallaspolice.net](http://www.dallaspolice.net)

David O. Brown  
Chief Of Police



# Communicable Disease: Definition & Purpose

**Communicable Disease:** Any disease transmitted by either direct or indirect contact

**Purpose:** To establish Departmental guidelines regarding the reporting of exposure to certain communicable diseases

- To prevent, to the extent possible, the contamination of any communicable diseases to ALL of our employees

# Bloodborne Pathogens

The Department has a Bloodborne Pathogens Exposure Control Plan as required by the Texas Health and Safety Code – Chapter 81.034

The plan is in place to establish the following:

- minimize exposure
- insure immediate medical treatment
- a post exposure evaluation
- follow up evaluation

# Blood Exposures

- Can occur where another person's blood is somehow introduced into another, such as:
  - A human bite which breaks the skin
  - Puncture wounds with a bloody object
  - Blood splashes to the eyes, nose, or mouth (bloodborne pathogens are not carried in saliva)
  - Blood splashed into an open wound

# Bloodborne Pathogens

- HIV
- HEPATITIS B, C & D
- SYPHILIS – normally sexually transmitted, but can be transmitted by blood exposures.

# Other Communicable Diseases

- Other communicable diseases are spread through bodily fluids such as saliva which is commonly projected by cough or sneeze
- Examples:
  - Tuberculosis
  - Measles
  - Pertussis
  - Meningococcal infections
  - Rubella
  - Diphtheria
  - Viral hemorrhagic fever

# Precautionary Measures to Minimize the Exposure

- Wear disposable surgical gloves
- Wash hands with warm water and soap
- Use antiseptic wipes- follow with washing hands
- Bandage open wounds or cuts to avoid any direct contact
- Conduct searches of persons & vehicles cautiously

# Protective Equipment

- The Department provides protective equipment for officers, such as:
  - CPR resuscitation masks
  - Medical masks
  - Hand sanitizer
  - Latex gloves
  - Limited amount of protective suits

# If Exposure Occurs

1. Immediately report the incident to a supervisor
2. Post Exposure Evaluation at Baylor Hospital
3. Follow up Evaluations



# If Exposure Occurs

- A follow up examination will be offered to the employee for medical evaluation, testing, and treatment
- Testing must be done no later than 10 days after the exposure
- Employees & supervisors may also contact Communications Division to have the On-Call Medical Officer notified to provide guidance and direction

# Questions?



## Dallas Police Department General Order

### 438.00 Communicable Diseases

DAVID O. BROWN  
CHIEF OF POLICE

Revised 10/28/11

#### 438.00 COMMUNICABLE DISEASES

A communicable disease is any disease transmitted by either direct or indirect contact. The purpose of this order is to establish Departmental guidelines regarding the reporting of exposure to certain communicable diseases. Exposure to common diseases, such as colds and flu, are not covered by the scope of this policy.

#### 438.01 Bloodborne Pathogens Exposure Control Plan

Exposure to a Bloodborne Pathogen is the greatest communicable disease health risk officers face. The purpose of this order is to implement the Bloodborne Pathogens Exposure Control Plan required in Chapter 81.304 of the Health and Safety Code. The plan establishes Departmental guidelines to minimize exposure, and insure immediate medical treatment, a post exposure evaluation, and follow up is provided to employees who experience a blood exposure.

#### 438.02 Blood Exposures

Exposures to bloodborne pathogens can occur in the following ways:

- A. A human bite where the skin is broken
- B. Puncture wounds with a bloody object
- C. Blood or certain body fluid splashes to the eyes, nose, and mouth (bloodborne pathogens are not carried in saliva)
- D. Blood splashed to an open wound or non-intact skin
- E. Needle sticks
- F. Mouth to mouth resuscitation where blood is present
- G. Exposure of intact skin to a large amount of blood or over a large area of the body for several minutes.

#### 438.03 Bloodborne Pathogens

- A. **HIV**, Human Immunodeficiency virus, which develops into AIDS, Acquired Immune Deficiency Syndrome, an infectious, viral disease that weakens the body's immune system. It causes the person to be susceptible to a variety of opportunistic infections, certain rare forms of cancer and pneumonia, and other diseases. Because of the lack of a cure or vaccine, this disease represents a serious public health problem. It is preventable if certain precautions are taken. Most exposures do not result in infection.
- B. **HEPATITIS B** is caused by a virus, which attacks the liver. The liver is essential to metabolize fats, proteins, and medications. People who develop Hepatitis B are more likely to develop cirrhosis or cancer of the liver later in life, and may be the cause of 80% of liver cancer cases worldwide. **Hepatitis B is extremely contagious and can live in dried blood for as long as 7 days. Hepatitis B can be prevented by a Hepatitis B vaccine.**
- C. **HEPATITIS C** is currently considered to be the second highest health risk from bloodborne pathogens. There is no vaccine or preventative medicine for Hepatitis C. Currently the treatment for Hepatitis C is only 40% effective. A high percentage of infected individuals do not show symptoms of Hepatitis C, but become chronic (develop cirrhosis or cancer of the liver) years later. 85% of IV drug users become infected with Hepatitis C within 6 months.
- D. **HEPATITIS D** – a defective virus that causes infection only in the presence of Hepatitis B.
- E. **SYPHILIS** – normally sexually transmitted, but can be transmitted by blood exposures.

#### 438.04 Other Communicable Diseases

Other communicable diseases include diphtheria, measles, pertussis, meningococcal infections, plague, rubella, TB, and viral hemorrhagic fever. Possible exposures to these diseases can occur through mouth to mouth resuscitation or from close contact (in the same room, enclosed area, or vehicle) with an infected person. The length of time necessary for an airborne exposure depends on the disease.

- A. Employees who suspect they have had a work exposure to one of these diseases will immediately report the incident to a supervisor for submission of the City of Dallas Supervisor's Injury Investigation Report in accordance with Section 207.00.
- B. It is not necessary to seek immediate medical attention unless notified by the Dallas County Health Department or another medical professional (usually an Emergency Room Physician.)
- C. A follow up examination will be offered to the employee for medical evaluation, testing, and treatment.
- D. Testing must be done no later than 10 days after the exposure, (per G.O. 438.08(D)).

#### 438.05 Hepatitis B Vaccination

- A. To provide immunity to Hepatitis B infection, the Dallas Police Department will make the hepatitis B vaccination series available on a voluntary basis to all sworn and non-sworn employees, where the exposure to blood or other potentially infectious materials can be reasonably anticipated.
- B. The hepatitis B vaccination series will be made available to all recruits during their academy training. All other employees may request the vaccination series at any time and will be notified within ten days by the Safety Team when the series will be scheduled unless any of the following apply:
  1. The employee has previously received the complete hepatitis B vaccination series.
  2. Antibody testing reveals that the employee is immune.
  3. Medical reasons prevent the employee from being vaccinated.

# Dallas Police Department General Order

## 438.00 Communicable Diseases

Revised 10/28/11

- C. Any prescreening for the hepatitis B virus to determine immunity, including all medical evaluations and procedures performed, will be at the employee's expense.
- D. Vaccinations will be provided even if the employee initially declines but later request treatment while covered by this standard. Employees who decline the hepatitis B vaccination series must sign a declination form. The signed forms will be forwarded to the Safety Team, Personnel and Development Division.
- E. Immunization Procedures
  - 1. Departmental personnel interested in participating in the Hepatitis B Immunization Program will contact the Safety Team to schedule their initial inoculation.
  - 2. The Academy Supervisor of the Curriculum Team will be notified by the Safety Team as to the date and time the vaccination series will be offered to the recruit classes.
  - 3. Departmental personnel participating in the hepatitis B vaccination series will receive the following document when reporting to the designated location:
    - a. Information Statement on Hepatitis B.
    - b. Acceptance Form.
    - c. Declination Form.
  - 4. After reading the information statement, employees will be required to sign an acceptance or declination form. All documents will be completed before the vaccine is administered.

### 438.06 Precautionary Measures for Officers to Minimize Exposure to Bloodborne Pathogens

The following is a list of procedures to be followed in situations where there is a likely chance of a blood exposure.

- A. Wear disposable surgical gloves when there is contact or potential contact with blood or other body fluids, regardless of whether the fluids are wet or dry.
- B. Wash hands immediately and thoroughly with warm water and soap following contact with blood, other bodily fluids or any other possible source of infection. Hand washing is recommended even if gloves are worn. If handwashing facilities are not immediately accessible, use either an antiseptic cleanser in conjunction with a clean cloth/paper towels, antiseptic towelettes or waterless disinfectant. If these alternatives are used, then the hands are to be washed with soap and running water as soon as feasible.
- C. Bandage open wounds or cuts to avoid any direct contact with contaminated body fluids. Bandages should be sealed on all sides and changed when they become wet or soiled.
- D. When searching persons or vehicles, never blindly place hands in areas where there may be sharp objects that could puncture the skin. Use extreme care when handling needles and syringes.
- E. Use the Mouth-to-Mask Resuscitators when giving CPR.
- F. Exercise caution when investigating crime scenes contaminated with blood or body fluids (i.e., wear a surgical facemask, protective clothing, gloves).
- G. Minimize the chances of becoming infected with communicable diseases by careful observation and awareness of subjects being dealt with, adequate sleep and nutrition, and practicing good personal hygiene habits.

### 438.07 Procedures to be Taken if Possibly Exposed to Bloodborne Pathogens

Immediately following an exposure to blood:

- A. Wash the affected area with soap and water
- B. Flush exposed mucous membranes with water
- C. Eyes should be irrigated with water
- D. Immediately report the exposure to a supervisor for treatment and follow-up

### 438.08 Reporting Procedures for Possible Exposure to Communicable Diseases

- A. Employees who suspect they have been exposed to communicable diseases should immediately notify their supervisor for submission of the City of Dallas Supervisor's Injury Investigation Report in accordance with Section 207.00. (Exposure to colds and flu is not covered in the scope of this policy.)
  - 1. The Supervisor will obtain an Exposure Packet, which includes:
    - a. A Records Release Form
    - b. Affidavit form for source testing
    - c. A PEP Consent Form
    - d. A PEP Declination Form
    - e. General Information and Instructions
    - f. A copy of General Order 438.00
  - 2. Exposure Packet forms are on the shared "N" drive and will be available at the Baylor Emergency Room.
- B. In the case of a **blood** exposure, the supervisor will:
  - 1. Immediately accompany the employee to the Baylor Hospital Emergency Room for a Post Exposure Evaluation.
  - 2. Insure the sworn affidavit required for the testing of a blood exposure source (outlined in G.O. 438.09) is completed and signed by the officer and notarized. The original affidavit must be sent to the Safety Team and a copy either faxed or taken to the Dallas County Health Department.
  - 3. Insure all consent and/or waiver forms are properly completed and the original is sent to the Workers Compensation Team.
- C. Employees who incur an exposure incident will be offered a confidential medical evaluation and follow up as follows:
  - 1. Documentation of the route of exposure and the circumstances related to the incident.
  - 2. The employee will be advised of their risk of infection based on the type of exposure and will be offered post exposure prophylaxis in accordance with the current recommendations of the U.S. Public Health Service.
  - 3. The employee will be offered the option of having his/her blood collected for testing of the employee's HIV/HBV serological status. Baylor Hospital will not test the employee for HIV, Hepatitis B or Hepatitis C. That testing

# Dallas Police Department General Order

## 438.00 Communicable Diseases

Revised 10/28/11

- will be done the following business day during a follow up visit to a recommended physician specializing in communicable diseases. If the employee wishes, he/she may use another physician of his/her own choosing.
4. The follow-up will include the results of the testing of the source individual being made available to the exposed employee with the employee informed about the applicable laws and regulations concerning disclosure of the identity and infectivity of the source individual. The employee will also be given appropriate counseling concerning infection status, results and interpretations of tests, and precautions to take during the period after the exposure incident. The employee will be informed about what potential illnesses can develop and to seek early medical evaluation and subsequent treatment.
  - D. According to Texas Workers' Compensation Commission Rule 110.106, in order to qualify for Workers' Compensation Benefits, employees claiming a possible work-related exposure to a reportable disease, including HIV, must be tested for the disease not later than 10 days after exposure. Employees must provide documentation of the testing to the Department.
  - E. The Workers Compensation Team will keep a log of all reported sharps injuries (needle sticks) and complete the required Sharps Reporting Form and forward it to the Dallas County Department of Health.
  - F. Officers who believe a suspect has exposed them to any communicable disease will follow the procedures outlined in 438.09 B for reporting the incident to the Dallas County Health Department and to request testing of the suspect.

### 438.09 Procedure for Testing Suspects for Communicable Diseases

- A. Subjects may be requested to take a blood test when they may have exposed a law enforcement officer, fire fighter, emergency medical service employee or paramedical, or a correctional officer to a reportable disease, including HIV infection. Officers may request testing for exposure to reportable diseases experienced in the course of their employment. Officers must believe the exposure places them at risk for a reportable disease and must present the required affidavit to the appropriate health authority.
- B. Officers having good reason to believe they have been exposed to a communicable disease during the course of employment will call the Dallas County Health Department at (214) 819-2004 to request testing of the suspect. This number will be answered Monday through Friday, between the hours of 8:00 a.m. - 5:00 p.m. The after hours number is (214) 819-2009. The after hours phone number is a voice mail recording. The after hours notification will include the employee's name, badge number, a work phone contact number, the name and date of birth of the exposure source, and the present location of the source (Example: Parkland, Sterrett, or Detox) or their home address. The officer must submit a sworn affidavit, either in person or postmarked, within 72 hours of the occurrence.
  1. The sworn, written affidavit must contain the following information:
    - a. The requester's name, home address, work telephone number, home telephone number, and an emergency telephone number.
    - b. The name and address of the emergency agency, (Dallas Police Department, 1400 S. Lamar St., Dallas, Texas 75201).
    - c. The date and time of exposure.
    - d. The circumstances of the exposure.
    - e. The suspect symptoms, if known (e.g. rash, fever, chills, jaundice, productive cough, diarrhea, nausea/vomiting, neuralgic signs, coryza, hemorrhage, other).
    - f. Transport designation of the suspect.
    - g. The suspect's name, and if known, the suspect's address, preliminary diagnosis, and probable present location.
  2. After completion the affidavit must be notarized by a departmental notary. Mailed affidavits must be postmarked within 72 hours and addressed to:  
Communicable Disease  
Dallas County Department of Health and Human Services  
2377 Stemmons Freeway, Suite 500-LB 12  
Dallas, Texas 75207-2710
  3. If the suspect refuses the Health Department's request, that agency will confer with the exposed employee and then decide whether to ask the District Attorney to file a petition in District Court requesting court-ordered testing.
- C. According to the Code of Criminal Procedure, suspects indicted for or who waive indictment for charges of Sexual Assault, Aggravated Sexual Assault, or Indecency With a Child may be directed by the courts (either by its own motion or at the request of the victim of the alleged offense) to submit to testing to show whether the subject has a sexually transmitted disease, AIDS, or HIV.
- D. A court order for a blood sample may be obtained from a Municipal Judge of the City of Dallas or a County or District Judge of Dallas County. Should any questions arise related to obtaining such a court order, officers will contact an attorney from the Criminal Law & Police Unit at (214) 670-5471.
- E. Suspects consenting to testing or compelled by court order to submit to testing and presently housed at the Lew Sterrett Criminal Justice Center will be tested at that facility as soon as the Dallas County Health Department can send a qualified tester.

### 438.10 Evidence Handling

- A. Wear disposable surgical gloves when handling property or evidence contaminated with blood or other bodily fluids.
- B. Procedures for Handling
  1. Place all syringes in puncture-resistant plastic tubes prior to submission as property or evidence.
  2. Double bag clothing and similar items in a paper sack.

# Dallas Police Department General Order

## 438.00 Communicable Diseases

Revised 10/28/11

3. Place sharp instruments such as knives, straightedge razors, and box cutters that have been contaminated with blood or other bodily fluids in puncture-resistant plastic cylinders, which are available in HIV kits or at the Property Section.
  4. Unload firearms and place in a sealed plastic bag, double-bagged paper sack, or wrap in brown paper, depending on the size.
  5. Double bag all PES/lab evidence in paper sacks prior to submission to either SWIFS or the Property Room.
- C. Warning Labels
1. Tag all items of PES/lab evidence considered a biohazard with a biohazard warning label prior to submission.
  2. Tag any property/evidence contaminated with blood or bodily fluids with the appropriate warning label. The warning labels will be available at all deposit sites and in the HIV kits.
  3. Apply a warning label to large, bulky contaminated items such as doors, large pieces of wood, automobile parts, etc. Apply the warning label to an area that will not contaminate any physical evidence.
  4. In the *Additional Description* field of the property tag indicate any items that have been contaminated with blood or other body fluid.
  5. Note on the wrecker driver's receipt, prior to impoundment, if an impounded vehicle constitutes a biohazard due to contamination with blood or other bodily fluids on its interior. An example of *Biohazard* is: *Blood on front driver's seat.*
- D. Disposal Procedures
1. Use an approved biohazard disposal container when disposing of any protective equipment or other related equipment used in the handling, processing, or storage of biohazard property or evidence.
  2. Disposal of biohazard property/evidence will be done in accordance with procedures outlined in the Property Section Standard Operating Procedures.

### 438.11 Procedures for Cleaning Contaminated Equipment, Uniforms, and Vehicles

- A. Wear disposable surgical gloves when handling or cleaning any equipment or vehicle soiled with bodily fluids.
- B. Change any uniform that is soiled with blood or other bodily fluids as soon as possible. Handle the contaminated uniform as little as possible and with a minimum of agitation. Place the uniform in a biohazard bag, seal the bag, and notify the immediate supervisor that the uniform has been contaminated.
- C. The immediate supervisor will write a memorandum to the Quartermaster Unit explaining why the uniform was discarded and that a replacement uniform should be issued. The soiled uniform will be handled and processed as disposable equipment per Section 438.10.
- D. Vehicles and other equipment soiled by blood or other bodily fluids will be promptly and thoroughly cleaned with an approved germicidal detergent.

### 438.12 Procedures for Discarding of Personal Protective Equipment/Uniforms

- A. Anytime disposable equipment or supplies are utilized, the presence of communicable disease will be presumed. Do not indiscriminately discard such supplies or equipment at the scene or dispose of them in a way that may cause casual contact by another person.
- B. After using personal protective equipment (HIV kits), place all contaminated items in the provided biohazard bag, seal, and secure for transport to an approved disposal site. This procedure also applies to all uniforms that are to be discarded as a result of contamination.
- C. Approved sites for the disposal of contaminated material/uniforms will be located at each Patrol Operations Division, the Crime Scene Response Section, and the Property Section.
- D. It will be the responsibility of the employee utilizing the equipment to ensure that it is disposed of properly. Without exception, disposal of the contaminated material/uniform must be completed before the end of the employee's tour of duty.
- E. The Commander at each designated disposal site is responsible for ensuring the site is properly maintained and that a sufficient supply of replacement personal protective equipment (HIV kits) is available.
- F. The Commander or a representative will contact the City Contractor when a disposal site is full. The City Contractor will remove the contaminated material and replace the biohazard bag or container.

### 438.13 Annual Training

- A. Training will be conducted for all recruits during their Academy Training. All employees will also receive annual refresher training within one year of the employee's previous training.
- B. The training will include an explanation of the following:
  1. OSHA Bloodborne Pathogen Final Rule
  2. Epidemiology and symptomatology of bloodborne diseases.
  3. Modes of transmission of bloodborne pathogens.
  4. The Department's Exposure Control Plan
  5. An explanation of incidents which might cause exposure to blood or other potentially infectious materials.
  6. Procedures to be observed to control exposure to blood or other potentially infectious materials.
  7. Personal protective equipment available. (gloves, mouth to mouth resuscitators)
  8. Hepatitis B vaccine program
  9. Procedures to follow in an emergency involving blood or other potentially infectious materials.
  10. Procedures to follow if an exposure incident occurs, to include U.S. Public Health Service Post Exposure Prophylaxis Guidelines
  11. Post Exposure evaluation and follow up.

**Upcoming  
Council Agenda Items**

# Memorandum



CITY OF DALLAS

DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Internet Crimes Against Children Grant Award Acceptance and Allocation**

The City of Dallas has been awarded continuation funding in the amount of \$480,233 for the Internet Crimes Against Children (ICAC) program from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Grant award 2013-MC-FX-K036, an increase in appropriations from \$477,337 to \$957,570. In this supplemental Grant, \$166,028 is also awarded for cooperative working agreements, increasing the amount awarded to cooperative agreements from \$156,151 to \$322,179. This grant does not require a match from the City of Dallas.

This funding will pay for cooperative working agreements with the District Attorney's Offices in Dallas, Tarrant, and Potter Counties, the Sheriff's offices in Collin, Taylor, and Wichita Counties, the police departments in Arlington, Garland, Longview and Lubbock, and the Dallas Children's Advocacy Center. Financial support from this on-going Grant program has allowed the satellite agencies to purchase equipment, send officers to advanced training classes and pay for undercover operations in their respective jurisdictions across north Texas to address the growing problem of web-based exploitation of children. The Grant also pays for full salary and benefits for two Dallas Police detectives/officers, equipment, travel and training and undercover expenses for the Police Department's ICAC Squad.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of the FY2014-15 Internet Crimes Against Children Grant Award and allocate a portion of this award to our sub-grantees from the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention. This item will be placed on the November 12, 2014 City Council Agenda.

A handwritten signature in black ink that reads "Eric D. Campbell".

Eric D. Campbell  
Assistant City Manager

cc: Honorable Mayor and Members of the City Council  
A.C. Gonzalez, City Manager  
Warren M.S. Ernst, City Attorney  
Craig D. Kinton, City Auditor  
Rosa A. Rios, City Secretary  
Daniel F. Solis, Administrative Judge  
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Mark McDaniel, Assistant City Manager  
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Jeanne Chipperfield, Chief Financial Officer  
Sana Syed, Public Information Officer  
Elsa Cantu, Assistant to the City Manager – Mayor & Council



# Memorandum



CITY OF DALLAS

DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Authorize Payments for parking fees at Frank Crowley Court Building**

This agenda item will provide for payment of parking fees incurred by Dallas Police personnel who appear for court at the Dallas County Frank Crowley Court House.

The Dallas County owned parking lots located at the Frank Crowley Courts Building are currently managed by ACE Parking Management Inc. Dallas County selected ACE Parking through a formal procurement process for the contract which is effective until August 31, 2016 with two one-year extensions ending on August 31, 2018.

The current fee structure for Frank Crowley parking garages is \$3.00 for 0-30 min; \$4.00 for 31-60min; \$5.00 for 61-90min; and \$6.00 for 91min or over. An average of 1,200 Police personnel report for court during any given month.

This Council Action would eliminate thousands of Dallas Police employee parking reimbursement requests and reduce the amount of staff time required to reimburse officers for out of pocket expenses for court appearances.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee to authorize the payments for services. This item will be placed on the November 12, 2014 City Council Agenda.

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Eric D. Campbell  
Assistant City Manager

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Elsa Cantu, Assistant to the City Manager – Mayor & Council

# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Acceptance of the Dallas Police Victim Services Grant from the Criminal Justice Division**

The Office of the Governor, Criminal Justice Division has awarded \$47,040 for the Dallas Police Department Victim Services for the period of September 1, 2014 through August 31, 2015 (Grant Number 1578114). The grant requires the City of Dallas to provide a cash match of \$15,680. The total grant awarded to City of Dallas \$62,720.

This grant will provide fourteenth-year funding for the salaries, benefits, and training for one full-time victim advocate and one part-time victim advocate. These advocates provide crime victim compensation application assistance, follow-up, information and referral, crisis counseling, personal advocacy and court advocacy for victims/family survivors of homicides, sexual assaults, robbery, aggravated assaults, traffic fatalities or injuries due to failure to stop and render aid and driving while intoxicated. The Office of the Governor, Criminal Justice Division specifically requires governing body approval for acceptance of this grant.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of the Victim Services Grant for Criminal Justice. This item will be placed on the November 12, 2014 City Council Agenda.



Eric D. Campbell  
Assistant City Manager

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# Memorandum



CITY OF DALLAS

DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Acceptance of the City of Dallas Digital Evidence Asset Management Grant**

The Criminal Justice Division of the Office of the Governor has awarded \$76,769 for the Digital Evidence Management System to the Dallas Police Department for the period of October 1, 2014 through March 31, 2015. The grant provides for video management hardware, software and training. There is no Cash Match required of this grant.

Police departments are increasingly relying on digital evidence to prevent, enforce, apprehend, investigate, and prosecute crimes. Video recordings have an ever-increasing value of providing great insight during investigations. The Dallas Police Department (DPD) is unable to effectively process the large volume of seized and/or captured video in a timely manner and provide adequate reporting in order to solve crimes and provide assistance during trials. The DPD has a pivotal need for equipment that can store and duplicate video from a myriad of formats; while maintaining proprietary protocol. In order to continue DPD's success in combatting crime and ensure adequate resources are available to investigate all crimes properly, it is critical that the DPD update their digital evidence management system.

The DPD proposes the acquisition of software for at least eight workstations and at least one storage upgrade to begin the technological enhancement. The overall project goal is to enhance the capability of the DPD and advance digital evidence management system. The focus will integrate video and audio captures in order for the DPD to secure evidence storage, search, and digital transfer capabilities. This digital evidence management project will enhance the DPD's digital video capabilities to provide more effective analysis and improve preventive and apprehension efforts. The DPD does not currently have an analysis tool with the capability to store and retrieve digital evidence in an easily usable format. The purchase of this equipment will improve DPD's technology used during investigations and prosecutorial cases and thereby impacting crime rates.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of the City of Dallas Digital Evidence Asset Management Grant. This item will be placed on the November 12, 2014 City Council Agenda.

A handwritten signature in cursive script that reads "Eric D. Campbell".

Eric D. Campbell  
Assistant City Manager

cc: Honorable Mayor and Members of the City Council  
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# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Acceptance of the City of Dallas NIBIN Program Grant**

The Criminal Justice Division of the Office of the Governor has awarded \$80,000 for the National Integrated Ballistics Information Network (NIBIN) program to the Dallas Police Department for the period October 1, 2014 through September 30, 2015 to partially fund one sworn officer for the performance of NIBIN duties. The City will contribute an in-kind donation of the officer's remaining salary, pension, FICA, and benefits of \$51,230.

The NIBIN program is administrated by the Bureau of Alcohol, Tobacco, Firearms, and Explosives (ATF) for federal, state and local law enforcement agency partners. Forensically trained personnel enter digital images of the markings made on recovered spent cartridge casings from fired weapons, providing a link to criminal offenses. The images are correlated and searched in local, regional and national databases; potential matches are confirmed by a forensic specialist and the intelligence is provided to detectives in a timely manner. To date, the Dallas Police Department's NIBIN Team has acquisitioned about 25,746 casing images and made 758 case identifications.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of the FY 2014-2015 NIBIN Program grant from the Office of the Governor. This item will be placed on the November 12, 2014 City Council Agenda.



Eric D. Campbell  
Assistant City Manager

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# Memorandum



DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Forensic Analysis of Criminal Evidence - Southwestern Institute of Forensic Sciences at Dallas Interlocal Agreement**

The City has utilized the services of Southwestern Institute of Forensic Sciences (SWIFS) at Dallas by mutual agreement since the inception of the Institute in 1969 and paid for the service by direct payment. The first interlocal agreement was entered and effective January 2000. The agreement provides for annual renewal by the City.

SWIFS' services include analyses of drug evidence, DNA analysis and comparison, microscopic (trace) evidence analyses, examination of firearms and tool marks (matching bullets to weapons that fired them), and identification of fire accelerants. These services are vital to the successful investigation and prosecution of crime.

The proposed interlocal agreement will provide services from October 1, 2014 through September 30, 2015. The cost is estimated to be the same as the previous year at \$3,800,000. Fire shares \$5,000 in the total cost.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of the Forensic Analysis of Criminal Evidence - Southwestern Institute of Forensic Sciences at Dallas Interlocal Agreement. This item will be placed on the November 12, 2014 City Council Agenda.



Eric D. Campbell  
Assistant City Manager

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# Memorandum



CITY OF DALLAS

DATE: October 24, 2014

TO: Honorable Members of the Public Safety Committee: Sheffie Kadane (Chair), Adam Medrano (Vice Chair), Dwaine R. Caraway, Jennifer S. Gates, Sandy Greyson, Scott Griggs

SUBJECT: **Authorize Acceptance of the Intellectual Property Taskforce Grant and enter into a Memorandum of Understanding with other agencies (MOU)**

The Dallas Police Department was awarded a grant in the amount of \$400,000 by the U. S. Department of Justice from the Bureau of Justice Assistance (BJA) and seeks the authorization to accept these grant funds. In addition, the City is seeking approval to enter into a Memorandum of Understanding with the City of Grand Prairie, Department of Homeland Security's Immigrations and Customs (ICE), and the Dallas County Sheriff's Office. This MOU will assist in uniting our forces and resources to combat and alleviate some of the inter-jurisdictional problems in enforcing intellectual property theft. The grant period will be from October 1, 2014 through September 30, 2016.

Once accepted, these monies will provide funding to the intellectual property task force to curb the illegal sale of piracy and counterfeit items in the City of Dallas and the county. The grant will enhance information sharing with other local and federal agencies along with the private sector. The grant also intends to increase public awareness and education. The number of personnel fully funded by the grant is one for a two-year period. The department will commit two detectives to the task force. The Major Crimes Unit will provide undercover operations to pinpoint and identify the offenders related to these crimes.

The Dallas Police Department is seeking the support and recommendation of the Public Safety Committee for the acceptance of this grant and start this proactive approach to combat the Intellectual Property Crimes in the City of Dallas. This item will be placed on the November 12, 2014 City Council Agenda.

A handwritten signature in black ink that reads "Eric D. Campbell".

Eric D. Campbell  
Assistant City Manager

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