

IACP TECHNOLOGY CLEARINGHOUSE



Law Enforcement Technology Program Survey

Projects:

- [Mobile Data Terminals](#)
 - [Investigations Master Log](#)
 - [Computer Aided-Dispatch](#)
 - [Automated Property Control Program](#)
 - [Pawnshop Management Program](#)
-

Agency Name: Lakewood, Colorado Police Department

Technology Program Name: Mobile Data Terminals

Contact: Steven Kabelis

Address: 445 South Allison Parkway, Lakewood, CO 80226

Primary Telephone: 303/987-7354

Alternate Telephone:

Fax Number: 303/987-7362

E-mail Address: wilankh@aol.com

Home Page Address: n/a

Agency Size: Total Sworn: 219; Total Civilian: 118

Agency Type: Municipal Police

Technology Program Status: Permanent Program

Mobile Hardware Type and Quantity: Laptop: 118

Printer: n/a

How is data transmitted from the Field to the Station? Wireless

How is data transmitted from the Station to State and Data Collection Authorities? Tape

Funding: Seizure Funds

Hardware Manufacturers: [Panasonic CF-25](#) - Laptop; [Ericsson EDACS](#) - Radio;

Software Manufacturers: [PacketCluster](#) - Communications, In-House - Report writing

Important Technology Lessons Learned: 1. Training users is essential 2. Had to develop typing class for a small number of users.

Program Narrative Overview: Place laptops in cars for automated report writing. Establish communications (digital) between car and mainframe computer to upload reports via RF. Provide NCIC, E-mail, Dispatch communications on a per person basis. Train users and modify system to be user friendly as defined by the users.

Law Enforcement Technology Program Survey

Agency Name: Lakewood, Colorado Police Department

Technology Program Name: Investigations Master Log

Contact: Burdell Burch

Address: 445 South Allison Parkway, Lakewood, CO 80226

Primary Telephone: 303/987-7202

Alternate Telephone:

Fax Number: 303/987-7206

E-mail Address: n/a

Home Page Address: n/a

Agency Size: Total Sworn: 219; Total Civilian: 118

Agency Type: Municipal Police

Technology Program Status: Permanent Program

Mobile Hardware Type and Quantity: n/a

Printer: n/a

How is data transmitted from the Field to the Station? n/a

How is data transmitted from the Station to State and Data Collection Authorities? n/a

Funding: In-house budgeted funds

Hardware Manufacturers: Sequoia - Mainframe

Software Manufacturers: PICK programming language - In-house custom design

Important Technology Lessons Learned: The custom programming has met our needs, however, program revisions and support is limited by the availability of the City programmer. An off-the-shelf program would provide quicker updates and better support, however, might not meet our exact needs.

Program Narrative Overview: In order to track and statistically measure cases received by the Investigation Division, the Investigation Master Log was created. In-house computer programmers using the PICK programming system developed the program. Cases received, their initial status, pertinent MO's, and team sergeants log the assigned investigator. This provides case status tracking and trace date information. The system allows the tracking of several MO's for each individual case to increase our ability to analyze the cases received. Example: the most

serious crime becomes the main MO and the system allows us to track lesser included offenses or categories such as an assault case that is domestic violence related. We can then run statistical listings of both assaults and/or domestic violence cases. Another example might be a vehicle stolen out of a garage. The main crime is burglary, however, the alternate MO would be auto theft and we can track both of the MO's as needed.

Detectives must complete reports on cases within a certain time period. The IML lets the sergeant know which cases are behind. The IML tells us how many cases and of what type are received and assigned. It measures how many cases are closed and by what criteria they are closed, i.e. closed by arrest, exceptionally cleared, administratively cleared, or unfounded.

Law Enforcement Technology Program Survey

Agency Name: Lakewood, Colorado Police Department

Technology Program Name: Computer Aided-Dispatch

Contact: John Patterson

Address: 445 South Allison Parkway, Lakewood, CO 80226

Primary Telephone: 303/987-7142

Alternate Telephone:

Fax Number: 303/987-7121

E-mail Address: n/a

Home Page Address: n/a

Agency Size: Total Sworn: 219, Total Civilian: 118

Agency Type: Municipal Police

Technology Program Status: Department Wide, Permanent Program

Mobile Hardware Type and Quantity: Dumb Terminal - 40 approx.

Printer: n/a

How is data transmitted from the Field to the Station? Wireless

How is data transmitted from the Station to State and Data Collection Authorities? Tape

Funding: City Funds

Hardware Manufacturers: [WYSE](#) - Monitors; QUME - Monitors; Sequoia - Mainframe

Software Manufacturers: n/a

Important Technology Lessons Learned: n/a

Program Narrative Overview: In-house program developed in 1987. Many features have been added to increase the efficiency of the system. The system is one used to gather the police department's data for reports to evaluate response time, high criminal activity and many other operational needs. The program was interfaced with E911, state and national crime systems (CCIC/NCIC) and booking of prisoners at the county jail.

Law Enforcement Technology Program Survey

Agency Name: Lakewood, Colorado Police Department

Technology Program Name: Automated Property Control Program

Contact: Bob Huestis

Address: 445 South Allison Parkway, Lakewood, CO 80226

Primary Telephone: 303/987-7322

Alternate Telephone: 303/987-7320

Fax Number: 303/987-7206

E-mail Address: n/a

Home Page Address: n/a

Agency Size: Total Sworn: 219, Total Civilian: 118

Agency Type: Municipal Police

Technology Program Status: Permanent Program

Mobile Hardware Type and Quantity: n/a

Printer: n/a

How is data transmitted from the Field to the Station? Mainframe

How is data transmitted from the Station to State and Data Collection Authorities? n/a

Funding: n/a

Hardware Manufacturers: Sequoia Mainframe

Software Manufacturers: n/a

Important Technology Lessons Learned: n/a

Program Narrative Overview: The Automated Property Control System was custom designed for the Lakewood Police Department in 1986 for use in the Property Control Unit. In 1997, the Property Unit handled over 41,000 items of which nearly 27,000 of these were inventoried within a six-month period through the use of optical scanners and a bar code system.

Bar codes provide the mechanism to assign a unique key, or number, to each item received. Physical inventory is accomplished by scanning all bar codes and corresponding bin locations with a portable optical scanner. The automated system checks the validity of the current location against the assigned bin location as well as the chain of custody for that evidence and a report is generated noting any discrepancies. Additionally, the system generated report identifies missing items for further research and reconciliation by Property personnel. The time expended in the automated physical inventory process is only a fraction of that required for a manual count. The automated physical inventory provides meaningful management statistics referencing past and current inventory, as well as, providing an expedient means to accomplish partial inventories or selected audits of specific items stored.

PROPERTY CONTROL SYSTEM USER DOCUMENTATION SYSTEM DESIGN FEATURES

1. *Automate logging in/out of evidence and property.*

Property in logged in and out on-line. Items are entered in the computer as they are initially booked. A bar-code is printed for each item at this time. During subsequent logging

in/out, the chain of custody is updated as it occurs. This is accomplished using the bar-code scanners to identify the item being transferred, and scanning the chain of custody information to update the records for this item.

2. *Provide for an audit trail for money and drugs booked into the property room.*

Several reports are available to help track items booked. These vary from printing periodic logs showing items booked during a given period to printing lists showing complete chain of custody activity.

3. *Assist citizens in locating lost and found property utilizing the computer's search capabilities.*

There are several cross-reference files available to aid the search for lost items. Items are indexed by name, type of property, serial #, location, name of owner, finder of arrestee.

4. *Prepare letters to citizens advising them to claim property.*

The computer on a daily basis generates letters to finders and owners. Window envelopes are used to avoid addressing envelopes. If items are not claimed within a specified time, the items will automatically be transferred to a disposition list.

5. *Interface to Municipal Court files when a case disposition has been reached and property is on file.*

Property control notices are generated that include detail regarding the court's disposition. Officers assigned to the case can then easily determine whether the property can be released or not.

6. *Print "Property Control Notices" directed to police agents who book in property.*

Property Control Notices serve two purposes. The first is to assist agents in determining which times no longer need storage and may be disposed of or destroyed. The second purpose of these notices is to encourage timely return of property.

7. *Print disposition logs.*

Disposition logs are printed for all items. Some items are grouped on these lists. Bikes, drugs, money, and weapons all appear on separate lists for ease of validation. Every other property code is combined on an "all other" list. The items that appear on these lists are available for release or destruction. Chain of custody for items on these lists is updated automatically.

8. *Print management and audit reports.*

The system will print a variety of reports to aid management. A "profile" report is available to print various statistics, aging of items, number of items released, etc. A master log may be printed to show booking information. Reports showing categories of items taken into custody are available. Complete activity lists are available.

9. *Assist the property control unit with the inventory process by using bar-codes attached to the items.*

The inventory process consists of wandling all the bar-codes on the items, along with the bin they are located in. The computer matches the current bin location with the assigned bin location and notes any variations. A printout lists all of the discrepancies, showing where the item currently is, and where it should be.

10. *Interface to the District Attorney's files when a disposition has been reached.*

Tapes from the District Attorney's Office are loaded into the Lakewood computer and Property Control Notices are generated detailing the disposition, date, change and defendant's names.

11. *Interface to other LPD systems.*

Other police departments within the City can access the property database for viewing purposes.

Law Enforcement Technology Program Survey

Agency Name: Lakewood, Colorado Police Department

Technology Program Name: Pawnshop Management Program

Contact: Mike Becker/ Roger Hardesty (Computer Analyst)

Address: 445 South Allison Parkway, Lakewood, CO 80226

Primary Telephone: 303/987-7241

Alternate Telephone: 303/987-7240

Fax Number: 303/987-7206

E-mail Address: lpdpawn1@aol.com

Home Page Address: n/a

Agency Size: Total Sworn: 219; Total Civilian: 118

Agency Type: Municipal Police

Technology Program Status: Special Unit Program, and Permanent Program

Mobile Hardware Type and Quantity: Personal Computers with Internet Access

Printer: HP LaserJet 5MP / DeskJet HP 1600C

How is data transmitted from the Field to the Station? GroupWise and [AOL](#) e-mail with attached files.

How is data transmitted from the Station to State and Data Collection Authorities? Wireless, mainframe interface direct line to CBI

Funding: Annual business fees, transaction fees from customers, background checks for new managers, etc., police department operating budget

Hardware Manufacturers: Personal Computers - [Compaq](#); Printers - [Hewlett Packard](#)

Software Manufacturers: [Microsoft Internet Explorer](#); [AOL](#) e-mail; [GroupWise](#) e-mail; [MS Windows](#); [MS Windows NT](#)

Important Technology Lessons Learned: If needed, we will provide a copy of the enacted ordinances once they are in place, sometime in April 1998.

Program Narrative Overview:

PROBLEM:

Pawnshops arrived in our city in 1991. As a mixed urban and suburban city, we expected one or maybe two pawn businesses generating eight hundred pawn transactions a month. Given this prediction, our investigative resources were adequate to address the pawn needs. However, by 1997, the city had eleven pawnshops generating eighteen thousand transactions a month. Due to a static budget situation, there were no additional resources available to handle this tremendous increase. Consequently, pawn investigation and administrative actions declined to near zero.

ANALYSIS:

Informal national, regional, and local surveys were undertaken looking for different methods departments had developed for similar situations. What we found were several courses of action:

1. Infusion of money and manpower to manually handle the workload
2. Ordinance or zoning regulation changes that prohibited or severely restricted pawn businesses.
3. Creation of private revenue sources to fund the administrative and criminal investigations.
4. Differing degrees of cut-back on what departments could accomplish, from minimal record gathering to handling pawn violations on an as available basis.
5. Doing nothing.

Overall, what we found was that our situation was quite common and had been dealt with in various ways depending on the priority the agency had placed on pawn management.

When we met with local and national representatives of the pawn businesses, we found that they were willing to work with us in solving this problem. The ownership were willing to provide financial and technology support to resolve the issue.

SOLUTION:

After months of meetings between the City's Financial, City Clerks, City Attorney's Office, and the pawn owner's the following plan emerged. The concept of this plan is to have the users of the pawn businesses pay for administrative and criminal follow-up required by state statute. To accomplish this the annual operating fees were increased and a per ticket transaction fee was established. These two actions will generate enough funds for the department to hire several civilian pawn technicians to process the transaction slips, a programmer analyst to develop an automated computer transmittal system from the pawnshop to the department, and the computer equipment to support this operation. In addition, the department dedicated two full time pawn detectives for the expected high volume of cases. In a two month experiment in early 1997, two agents generated one hundred seventy-four cases by manually processing pawn slips.

In addition, several other areas of concern were identified and addressed. They include the development of a property rights hearing process, set hours of operation to decrease the risk of robbery, video taping of transactions for prosecution purposes, right index fingerprinting on each transaction, and implementation of a computer disc pawn reporting system.

UPDATE:

Pawn transactions are transmitted by e-mail with attached files on the next business day. The transactions are processed and stored in the city mainframe database and transmitted in batch mode through a direct line interface with Colorado Bureau of Investigation (CCIC). Every pawn transaction in Lakewood is available for state query within 24 hours of receipt of ASCII file databases from pawn shops.