

For comments or suggestions concerning this grant proposal please email William Taylor at [William.Taylor@charlottefl.com](mailto:William.Taylor@charlottefl.com) , call 941-743-1540 or write to William Taylor, Charlotte County Budget and Administrative Services Department, 18500 Murdock Circle, Port Charlotte, FL 33948-1068.

### **Program Narrative:**

The Charlotte County Board of County Commissioners (CCBCC) grant proposal is designed to significantly enhance the effectiveness of our Criminal Justice System as well as to create and retain jobs. This will be accomplished through the purpose areas of planning, evaluation, and technology improvement programs as well as prevention and education programs.

The CCBCC will be totally responsible for all funds received and expended from this grant. All funds received will remain with the CCBCC and all expenditures will be paid directly by the CCBCC. Funds will be requested from this grant on a reimbursement basis only. All related accounting records will be received and maintained by the CCBCC. A unique and totally separate project will be set up in the CCBCC project accounting system to track all receipt and expenditures of funds for this grant so they are not commingled with funds from any other source.

The **first part** of this grant proposal relates to the purpose area of ***Planning, Evaluation, and Technology Improvement Programs***. The need to properly identify potential suspects, either through intelligence gathering or through the matching of fingerprints, has become essential to the successful prosecution of criminal offenders. With the advent of improved information technologies, law enforcement officials have been able to process information and data more efficiently than ever before. In order to process this information and make positive hits from data obtained, the Charlotte County Sheriff's Office seeks to implement two pieces of equipment which shall improve the efficiency of data processing; 1) AFIX Tracker/Motorola Live-Scan Interface Software and equipment and 2) Veriplate License Plate Recognition Equipment and Software. Also the Punta Gorda Police Department seeks to purchase digital recording equipment for patrol cars (five units).

#### 1) AFIX Tracker/Motorola Live-Scan Interface Software and Equipment

Establishing a local fingerprint database has become a major priority for law enforcement agencies throughout the country. Agencies in our jurisdictional region and around the state have established their own local databases whereby fingerprints and latent prints can be stored locally, uploaded to a data warehouse where regional jurisdictions can query suspect prints to those housed in the data warehouse. Agencies like Lee County Sheriff's Office, Fort Myers Police Department, Collier County Sheriff's Office, and Cape Coral Police Department are among those agencies who currently share their fingerprint data in a consortium. Going to a regional data consortium provides many benefits to the

Sheriff's Office; a) it is affordable for the agency to implement, b) the quality of the prints are much better than those sent to the Florida Department of Law Enforcement (FDLE), c) results of the query can be received faster than when they are sent to FDLE, and d) a newly designed comprehensive palm print can be examined. As more fingerprint and latent print data are entered into the data warehouse, the probability of making a positive match with local suspects becomes greater. An example of AFIX Software success is that in one year, the Cape Coral Police Department received 98 positive hits with the system which, by contrast, they only received 4 positive hits when using conventional systems.

The Charlotte County Sheriff's Office has a fully functional Crime Scene/Forensics Unit whose responsibilities are to collect and process forensic evidence in criminal cases. Dr. Ivan Kiselev, the Crime Scene Supervisor, has over 20 years of experience in crime scene, laboratory, and fingerprint processing. In calendar year 2008, the Crime Scene Unit processed 2,375 crime scenes and vehicles, with 119 positive identifications stemming from laboratory processing.

Upon approval of this application, the Crime Scene Unit shall request a purchase order for the AFIX Fingerprint Recognition equipment. Upon receipt, usually within six weeks, and after acclimatization to the new equipment, the Crime Scene Unit will begin submitting pieces of fingerprint evidence to AFIX for comparisons.

## 2) Veriplate License Plate Recognition Equipment and Software

With an increase in the number of offenders and subjects who reside outside of Charlotte County, the Sheriff's Office needs to gather and analyze critical intelligence information more efficiently. By implementing and utilizing the Veriplate License Plate Recognition Software and Equipment, members of the Sheriff's Office's Intelligence Unit, along with other key stakeholders, can gather intelligence information on vehicles and their registered owners who frequent problematic areas of concern and criminal activity. Historically, this type of operation was conducted on an as needed basis, with coordinated teams gathering and processing the intelligence. By using the Veriplate License Plate Recognition Software and Equipment, the strain on manpower and resources should be diminished while simultaneously making the operations and data gathering more efficient. Veriplate License Plate Recognition Software and Equipment can be used to target specific vehicles of interest and wanted persons associated with that vehicle whereby the system will alert the user to a positive hit. If this equipment is utilized to its maximum potential, the Sheriff's Office should see an increase in intelligence gathering, higher quality and accuracy of information being processed, and a reduction in manpower.

As of 2004, the Charlotte County Sheriff's Office has implemented a Traffic Safety Unit to monitor and enforce Florida traffic laws throughout the County

along with a Criminal Intelligence Unit whose purpose is to process and analyze intelligence information and data for operational units. Sergeants Ken Roguska and Michael Casarella, veterans of the Sheriff's Office with a combined 30 years of law enforcement experience, will utilize the license plate recognition equipment for both traffic enforcement and data/intelligence gathering in support of organizational goals and objectives.

Upon approval of this application, the Law Enforcement Bureau shall request a purchase order for the Veriplate License Plate Recognition Equipment and Software. Upon receipt, usually within six weeks and after acclimatization to the new equipment, the Criminal Intelligence Unit will begin operations in intelligence gathering utilizing this equipment.

### 3) Digital Audio/Video Recording Systems for Marked Police Patrol Units.

Over the last 42 months of the Punta Gorda Police Department's In-Car Video/Audio program, the use of analog videotapes has become increasingly problematic. As the videotapes were recycled back into use, a consistent degradation of quality was observed. Upon playback, analog videotapes have shown signs of shadowing, a phenomenon which produces ghost images on tapes that are recycled consistently. The inability to produce effective recordings has been a factor in several recent cases that could have had a more favorable outcome or at least been easier to prove had digital in-car video recorders been available. The State Attorney's Office of the 20th Judicial Circuit strongly urges the collection of video evidence in criminal prosecutions. Adequate electronic tape erasure devices cost thousands of dollars, new tapes are expensive, and with the continued law enforcement migration to digital technology, fewer vendors are willing to service analog video systems using 20-year-old analog technology. Additionally, daily administration and management of the analog videotape system has become cumbersome and inefficient. The rotating cycle of analog tapes has resulted in continued depositing, logging in, transferring, erasing, and recycling of these tapes by various agency personnel. For management to access and view a recording, the actual tape must be retrieved from evidence manually and the Evidence Custodian must either sign-out the tape or copy it for administrative review. This labor-intensive system is both inefficient and unnecessary when compared to digital technology, and in a time when resources are extremely thin, increasingly problematic.

With the conversion to digital recording technology, officers making traffic stops and responding to in-progress calls will be able to record details of their activities more accurately and create a lasting record of events that will ultimately protect the officer and the municipality. Current digital systems provide a platform for individual officers to upload the recorded data to a designated network server. The server then provides a virtual storage system in which administrators with authorized access can retrieve and view the recording immediately. The digital recording is pristine, clear, and can be transmitted within seconds.

In 2007, the Punta Gorda Police Department embarked upon a project to convert from an analog in-car audio/video recording format to a digital audio/video recording format for marked police patrol units that is made in the United States of America. The project has continued but has been hampered by lack of available general revenue funding and a reduction in sales tax revenue. Approval of grant funding for this project will help to stabilize the local government budget, in order to minimize and avoid reductions in essential services and counterproductive local tax increases.

This project will continue to provide for the Punta Gorda Police Department's conversion from an analog in-car audio/video recording format to a digital audio/video recording format for marked police patrol units. The conversion program was begun in 2007 and this project will continue department efforts. The project will provide for the purchase and installation of five (5) digital in-car video systems which, when coupled with previous purchases will result in 40% of the department's marked police vehicle fleet being equipped with digital in-car video systems.

The hardware will provide digital audio/video recording capability and is fully compatible with software that was previously purchased as part of the conversion program. The project will also enable the department to seek funding sources for the future acquisition of digital recording equipment for uniformed patrol personnel.

Upon approval of this grant application the five (5) digital in-car video systems can be purchased and installed within 180 days. This timeframe can be met as the department and the manufacturer/vendor have a pre-existing relationship from the earlier system purchases, the procurement process already accommodates this manufacturer/vendor, and the manufacturer/vendor is an American company thereby facilitating rapid customer service response and enabling the department to meet one of the stated goals of the Recovery Act; namely "preserve jobs and promote economic recovery".

The **second part** of our grant proposal relates to the purpose area of ***Prevention and Education Programs***. Funds will also create/save two jobs.

#### 1) Neighborhood Accountability Board (NAB)

Charlotte County has over 23,000 youth, and the youth population is growing at an annual rate of approximately 5.2%. Most of Charlotte County youth will not commit delinquent acts; however, in 2006 alone there were 1,009 juvenile arrests in Charlotte County. Priority risk factors to be addressed in the Charlotte County NAB include lack of commitment to school and favorable attitudes toward problem behaviors. The Charlotte County NAB will target the three communities identified by the Florida Department of Juvenile Justice as high delinquency

referral areas (zip codes 33952, 33948 and 33954). The demographics of these neighborhoods resemble our overall county demographics which is comprised of 90% Non-Hispanic white, 4.9% Non-Hispanic black, 3.7% Hispanic, and 1.4% other races. The Charlotte County NAB will target juvenile offenders that are between ten years old and seventeen years old that have committed non-violent delinquent acts.

The Charlotte County Neighborhood Accountability Program will divert approximately 10% of the juvenile cases from the court system in FY 2009, 2010, and 2011 which will alleviate the already congested court dockets. Utilizing funds received from the Justice Assistance Grant (JAG) program in coordination with state prevention funding (license plate funds) and local funding we will be able to preserve the role of the NAB Coordinator. The foundation of the NAB is the coordination, networking and case management of needed services to an individual and / or family.

A juvenile offender is referred to the NAB coordinator from the local Department of Juvenile Justice (DJJ) office. The initial pre-conference includes conducting home visits to complete the Social History which will provide the coordinator the opportunities to identify any other factors or issues that need to be addressed that the DJJ intake interview did not identify. The Restorative Justice conference, also called the Neighborhood Accountability Board Meeting is facilitated by the coordinator, who is a trained restorative group conferencing facilitator and includes participation from the victim, the offending juvenile and his/her family, and the community. The ultimate goal is to address the harm caused by the crime and to repair the damage that crime has caused all parties involved in a comprehensive Case Plan. Substance abuse issues, when appropriate, will be addressed as a part of the Case plan. As a part of the Case Plan, participants and/or family members will be referred to community service providers to meet the needs identified during the conference. Case Plans are based on input and needs of the victim, participating youth and his/her parents or guardians, and the community, and are generally completed within a 90 day period. Each Case Plan is individualized based on each participant and can include letters of apology, restitution, community service or other appropriate activities. Families will be integrated or reintegrated into their community and community assets will be identified as part of the development of the Case Plan. Services (hours of operation) will be provided around the schedules of the victim, family, and volunteers, which may include evening and weekend conferences. An offender will be considered a successful program completer upon completion of all items or tasks illustrated in the Case Plan and by remaining crime free for the duration of the program. Upon completion both DJJ and the State Attorney's office will be notified of successful completion of the NAB program.

In addition, since the NAB program is primarily driven by citizen-volunteers, the program helps to reduce the amount of taxpayer dollars needed to address these juvenile cases. The Neighborhood Accountability Board Model is based on the

concepts of Restorative Justice which are to address the harm and repair to the victim(s), community, and others identified that were impacted by the crime. Restorative Justice conferencing is a strength-based approach to not only address the harm and repair to the victim but to provide opportunities for skill building for the youth. A youth taking responsibility for their actions, given the opportunity to enhance their skills based on their strengths and interests, will encourage better decision making in the future. A Case plan is created at the end of the NAB conference to document what needs to be accomplished in a set time period to address accountability, competency development, and community safety.

Restorative justice is three-dimensional in its view of crime and focus on the needs of the victims, the community and the offender. The results of the restorative approach to juvenile crime is that participants will have a better understanding and awareness of how crime affects the community, a person's quality of life, and others in the community, resulting in the reduction of likelihood of future offenses. In addition, the community will have ownership of the justice system through this process.

## 2) Diversion Programs: Drug Court and Mental Health Court

Charlotte County Court Administration is requesting funding for an adult Specialty Court Coordinator. The Charlotte County Drug Court and Mental Health Court Programs are court supervised comprehensive treatment programs for non-violent defendants. The Drug Court program has been in operation since 1999, and the Mental Health Court since 2002. The courts are a combined effort of the State's Attorney's Office, the Public Defender's Office, Court Administration, the Department of Corrections, and Charlotte Behavioral Health Care, the local comprehensive substance abuse and mental health services provider.

The target population of the Charlotte County Drug Court includes adult offenders who are charged with a non-violent felony or drug-related charge, and for whom drug abuse or addiction is one of the motivating factors in the commission of the crime. The Mental Health Court target population includes offenders whose crimes were committed due in part to active symptoms of a mental illness. The structure of both courts involves a special docket in which only those cases are heard at the same time and day each week. The defendants are identified in the screening process at first appearance by Pretrial Services or through referrals by the Public Defender's Office. The potential Specialty Court referral is provided to the State's Attorney's Office for an opinion on the admission. The State's Attorney's Office has the 'right of first refusal' regarding admissions to each court.. The Charlotte Behavioral Health Care staff then complete a substance abuse and mental health assessment, to determine the nature and the history of the problems, and create a treatment plan according to individual needs.

Drug Court and Mental Health Court service delivery is provided through a team approach including the county Probation Office and Charlotte Behavioral Health Care treatment staff. Depending, in part, on the assessment, individuals will be admitted to a residential treatment or a multi-component outpatient program which includes an individual treatment plan, group and individual counseling, and case management. Case management includes an assessment of housing, employment, transportation, family and general living needs to assist with the development of the treatment plan. Depending on each individual treatment plan, the person may also receive psychiatric care, parenting classes that relate the impact of substance abuse on children and families, or participation in adult basic education, vocational readiness and employment training.

Each person admitted to the Drug and Mental Health Courts is required to attend court appearances for direct judicial supervision weekly, bi-weekly or monthly. The Judge reviews progress reports on each participant regarding progress in treatment, including abstinence from drugs or alcohol. Supervision also includes mandatory reporting to an assigned probation officer or pretrial case manager, unannounced home visits, and random drug screenings when indicated. The program length is determined by each participant's progress. Each of the treatment phases includes case management, recreation/fellowship ongoing review and update of the individual treatment plan, and monthly reporting to the probation officer. The final phase also encourages attainment of gainful employment or involvement in a vocational/academic training program. Advancement through the Drug Court phases depends upon results of the drug tests, attendance records for counseling, twelve- step meetings, and commitment to leading a drug-free life. Participants are required to pay \$1,500 per year to offset treatment costs, and/ or to fund restitution costs, but no one is denied access due to inability to pay. Community service is sometimes offered in lieu of payment.

Participants, the State's Attorney, the Public Defender and the Drug Court judge collectively sign a contract that states the defendant agrees to enter a plea of nolo contendere with a suspended sentence. Upon successful completion of the Specialty Court, the defendant is allowed to withdraw the previously entered plea and the State's Attorney will dismiss the charges. Failure to comply with the Specialty Court Program may lead to an order for imposition of sanctions.

Specialty Court enhancement was cited by the Charlotte County Criminal Justice & Behavioral Health Advisory Council in April of 2008 as a priority strategy for improving the local criminal justice diversion system. According to information obtained in a System & Sequential Intercept Mapping exercise in April, 2008, a wait list for Drug Court admissions (average 60 days, and up to 3 months) contributes to unnecessarily prolonged incarceration for individuals who might otherwise be residing and working productively in the community. In addition, the Court has been active for almost 10 years-- without infusion of new treatment funds, a dedicated coordinator, or an evaluation to determine its effectiveness.

The Specialty Court administrative functions have historically been completed by members of the Drug Court team who each have other roles they must fill, thereby leaving the program with spotty coordination.

We submit this request for JAG funding for the Court Coordinator position. The Coordinator's activities, including researching past legal and treatment history, will expedite Specialty Court cases through the system to ensure that people are out of jail and into treatment as quickly as possible after arrest. The new position will also meet the performance objective of creating one full time employee. Preference for applicants will be current county employees, with applicable expertise, who are facing lay-off due to county budget shortfalls.

Charlotte County has been operating Drug Court for nearly 10 years, and Mental Health Court for 6 years. The Court Administrator has been in his position for over 10 years, was directly involved with the initial creation of both Mental Health Court and Drug Court, and is an active member of both court teams. The Charlotte County Court Administrator is supervised by the Circuit 20 Court Administrator who, in turn, reports to the Chief Judge of the Circuit. The Court Coordinator position will be directly supervised by the Pre Trial Services Director, who has a Master's Degree in Criminal Justice and who reports to the Charlotte County Court Administrator. Both the Court Administrator and the Pretrial Services Director are active members in the Charlotte County Criminal Justice & Behavioral Health Advisory Council and the Public Safety Coordinating Council, as are the other members of the Specialty Court Teams.

It is our plan to complete a job description for the Court Coordinator by 8/01/09 and recruit and hire a Court Coordinator within 30 days of the start of the JAG grant cycle. We will then collect data on performance measures, compile information in report format to be presented monthly to the Criminal Justice & Behavioral Health Advisory Council, and quarterly to the Public Safety Coordinating Council. JAG Grant reporting will be completed within first 10 days of each calendar quarter.

**Part three** of this application is for administrative expenses which include filing four quarterly reports, monitoring project progress, setting up project accounting, monitoring project accounting and record keeping.

### **Budget Narrative:**

#### **Grant Part 1:**

##### Equipment:

1) AFIX Technologies Automated Fingerprint & Palm ID System

Quantity: 1

Unit cost: \$47,150.00 approximately

Total Cost: \$47,150.00 approximately

Allows for improved quality in the processing of fingerprint, latent print, and palm print captured at a crime scene to be uploaded to a data sharing consortium within the Sheriff's Office's regional jurisdiction. With improved quality control in the processing of evidence, querying suspect information should be improved.

2) Motorola LiveScan Modification of existing software

Quantity: 1

Unit Cost: \$3,900.00 approximately

Total Cost: \$3,900.00 approximately

The LiveScan Modification allows for the modification of existing LiveScan data to export NIST data into a directory for retrieval. By doing so, the NIST data file will be the identical NIST packet generated by the LiveScan which is submitted to FDLE.

3) AFIX Mobile Identification Units

Quantity: 3

Unit Cost: \$2,700.00 approximately

Total Cost: \$8,100.00 approximately

These mobile units allow investigators and forensic practitioners to scan fingerprints at a crime scene location and have the data wirelessly sent to the AFIX central server for comparisons.

4) Veriplate License Plate Recognition Equipment & Software (Unit 1 of 2)

Quantity: 1

Unit Cost: \$41,600.00 approximately

Total Cost: \$41,600.00 approximately

This equipment and software will allow members of the Intelligence Unit and other end users the ability to capture and chronicle license plate data from all directions during routine patrols and for special operations. This equipment includes a three-year system support for repair and replacement. Installation and training are also included in this estimate.

5) Veriplate License Plate Recognition Equipment & Software (Unit 2 of 2)

Quantity: 1

Unit Cost: \$26,540.00 approximately

Total Cost: \$26,540.00 approximately

This equipment and software will allow members of the Intelligence Unit and other end users the ability to capture and chronicle license plate data from all directions during routine patrols and for special operations. By purchasing a second unit, which will be placed on an unmarked Sheriff's Office vehicle, the

vendor provided a discount. Installation and training are also included in this estimate.

6) Dell Toughbook Laptops

Quantity: 2

Unit Cost: \$4,250.00 approximately

Total Cost: \$8,500.00 approximately

These laptops will be used in each of the vehicles where the Veriplate License Plate Recognition equipment will be installed. These laptops will interface the equipment and the Sheriff's Office's Computer Aided Dispatch to provide the end user with data and intelligence gathering capabilities while also giving the end user information on calls for service data.

7) Microsoft SQL Server License for the Veriplate Software

Quantity: 1

Unit Cost: \$2,120.00 approximately

Total Cost: \$2,120.00 approximately

The license will be used on a SQL server dedicated to the installation of the Veriplate License Plate Recognition Software. In order for the software to run at optimum efficiency, the Sheriff's Office plans on dedicating a SQL server for this project. The request for the license shall be for the purpose of installing SQL Server on the dedicated server.

8) Purchase five (5) digital in-car video systems which will significantly increase the quality of police videos for use in prosecutions.

Operating Capital Outlay:

- Five (5) digital audio/video recorders
- Front and rear seat cameras
- Wireless microphones with cases
- Rear seat microphones
- Antennas
- Compact Flash storage media
- Two-year hardware warranty

Total for Operating Capital Outlay: approximately \$23,875.00

Expenses:

System Installation - \$625.00 approximately

Shipping & Handling - \$150.00 approximately

Additional Compact Flash storage media - \$100.00 approximately

Project Total - \$24,750.00 approximately

Total covered by award - \$24,750.00

**SUBTOTAL FOR PART ONE – \$162,660.00**

**Grant Part 2: Neighborhood Accountability Board and Specialty Court Coordinator**

A. The Neighborhood Accountability Board (NAB) Program is a Juvenile Prevention Program aimed at reducing recidivism among juvenile offenders. The grant presently funding this position expires June 30, 2009 and will not be reinstated. This will preserve that position and make it full-time (it was part-time).

**YEAR ONE:**

<b>Item</b>	<b>Description</b>	<b>Cost</b>
<b>Salary</b>	\$15 / hr for 2,080 hours	\$31,200
<b>Fringe</b>	FICA 7.65%	\$ 2,387
	Pension 9.85%	\$ 3,073
	Health Insurance	\$ 14,450
	Accidental death & dismemb	\$ 120
	Employee Assistance Plan	\$ 24
<b>Office Supplies</b>	Various Office Supplies	\$20,054 \$ 354
<b>TOTAL NAB</b>		\$51,608

**TOTAL NAB: \$51,608**

B. Charlotte County Drug Court and Mental Health Court Programs are court supervised comprehensive treatment programs for non-violent defendants. The Coordinator's activities, including researching past legal and treatment history, will expedite Specialty Court cases through the system to ensure that people are out of jail and into treatment as quickly as possible after arrest. The new position will also meet the performance objective of creating one full-time employee.

<b>Item</b>	<b>Description</b>	<b>Cost</b>
<b>Salary</b>		
Court Coordinator. Incumbent not yet selected	1.0 FTE Salary.. Starting salary same paygrade as Pretrial Services	\$ 36,264

<b>Fringe</b>	FICA (6.2%)	\$	2,248
	Medicare (1.45%)		526
	Accidental death & Dismemb		15
	Basic Life Insurance		120
	Employee Assistance Plan		24
	FRS Pension (9.85%)		3,572
	Insurance (HMO 11/pretax)		14,450
<b>Total Fringe</b>			<u>\$ 20,955</u>

**Travel**

Conference	In State 2-3 day drug/mental health court conference costs for Court Coordinator and Supervisor. 2 nights hotel @ \$476(\$119/2 nights/2 staff), per diem @ \$270( \$45 x3 x2), Mileage @ \$275 (500 miles x.55 county reimbursement rate). Conference fees @\$ 250 (\$125/person)	\$	1,271
In County Mileage	In County mileage for Court Coordinator @ \$363 (55 mi/month x12 months x .55)	\$	363

<b>Total for Court Admin</b>	Laptop Computer and Software for Court Coordinator	\$	960
		<u>\$</u>	<u>59,813</u>

**SUBTOTAL FOR PART 2: \$111,421**

**Part 3 Administration**

5 hrs X 4 quarters = 20 hours for gathering information and filing quarterly reports  
8 hrs X 4 quarters = 32 hours for monitoring project progress, setting up project accounting, monitoring project accounting and record keeping.

**Total Administration: \$1,550**

**GRAND TOTAL: \$275,631**