



Item No. {{item.number}} Town of Atherton

CITY COUNCIL STAFF REPORT – STUDY SESSION

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

FROM: STEVEN D. MCCULLEY, POLICE CHIEF

DATE: APRIL 5, 2023

**SUBJECT: REVIEW AND COMMENT ON THE POLICE DEPARTMENT
INTERNAL AUDIT AND INSPECTION REPORTS**

RECOMMENDATION

It is recommended that the Council review the annual audit and inspection reports and provide staff with feedback.

BACKGROUND

Annual audits and inspections are conducted by the Chief of Police to ensure that procedures, practices, and members of the Department adhere to policy and the shared mission and goals. This is a critical administrative function which ensures readiness with a focus on improving officer safety and reducing mitigating risk and liability.

ANALYSIS

Annual audits/inspections are conducted to ensure objective review of department facilities, property, evidence items/storage, equipment, personnel, administrative, and operational activities outside the normal supervisory and line inspection procedures and the chain of command. These include:

- Automated License Plate Reader (ALPR) Camera Audit
- ALPR System Analysis Report
- Body Worn Camera Audit
- Evidence and Property Audit
- Firearms Audit and Weapons Inspections
- K-9 Program Audit
- Officer Inspections
- Reserve Officer Unit Audit
- Taser Audit
- Vehicle Inspection Audit

- Administrative Investigations Review
- Racial and Identity Profiling Act (RIPA) Compliance Audit
- Residential Alarm Monitoring Program Report
- Video Surveillance System Audit

FISCAL IMPACT

None.

GOAL ALIGNMENT

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal Area E – Strengthen Community Engagement and Transparency
- Goal Area F – Be Forward-Thinking, Well-Managed, and Well-Planned

POLICY FOCUS

The Policy Focus of this item is ensuring that the Town's established policies and practices are being followed.

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town's electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town's electronic News Flash publications. Subscribers include residents as well as stakeholders –to include, but be not limited to, media outlets, school districts, Menlo Park Fire Protection District, service providers (water, power, and sewer), and regional elected officials.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item has not been before a Town Committee or Commission

ATTACHMENTS

- A. Automated License Plate Reader (ALPR) Camera Audit
- B. ALPR System Analysis Report
- C. Body Worn Camera Audit
- D. Evidence and Property Audit
- E. Firearms Audit and Weapons Inspections
- F. K-9 Program Audit
- G. Officer Inspections
- H. Reserve Officer Unit Audit

Annual Police Department Audit Reports

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- I. Taser Audit
- J. Vehicle Inspection Audit
- K. Administrative Investigations Review
- L. Racial and Identity Profiling Act (RIPA) Compliance Audit
- M. Residential Alarm Monitoring Program Report
- O. Video Surveillance System Audit