

III-535 BODY WORN CAMERAS

Body Worn Camera systems (BWC) will be issued to officers whose primary duties include responding to calls for service, traffic enforcement, and members of SWAT, Public Order and other units as determined by the department.

Only those officers who have completed approved training will be allowed to operate the BWC. It is the responsibility of those officers who have been issued a BWC, to be trained as soon as practical and to stay proficient in any training update or extended training as needed. This will be coordinated through the training unit, working with the Body Camera System Administrator.

Officers who have been issued the BWC shall wear it at all times the officer may become involved in an enforcement encounter, including secondary employment, and comply with all Utah laws governing the use of Body Worn Cameras. A Law enforcement encounter means any of the following, but is not limited to:

- An enforcement stop
- A dispatched call
- A field interrogation or interview
- Use of force
- Execution of a warrant
- A traffic stop, including a traffic violation, stranded motorist assistance, and any crime interdictions stop

Body Worn Camera Recordings

The BWC is utilized to record law enforcement encounters, as defined above and to include but not be limited to other examples of events such as; traffic stops; pursuits; vehicle searches; confrontational citizen contacts; use of force situations; statements made by subjects, victims, and witnesses, advising an individual of his or her Miranda rights, interrogations, and arrest checks done by supervisors.

In order to capture the above types of contacts and events, officers wearing a camera shall activate the BWC whenever they interact with the public and/or at the time dispatched to a call for service. A best practice for activation would be turning on the camera after acknowledgement of acceptance of a call.

An officer who is found to have purposely failed to activate the BWC during an interaction with a member of the public, or who has a pattern of not recording interactions with the public will be subject to disciplinary action.

Exceptions to Recording Requirement

Officers have the discretion to turn off the camera for only those reasons listed in Utah State Code Chapter 77-7a- 104(9). Officers should be mindful of the protections a video would provide against unwarranted accusations of misconduct. Any decision to turn off the camera and reasons why should be documented in the written report.

Camera Use Procedures

Once activated, the body camera shall remain in recording mode until the conclusion of the incident/encounter, the officer has left the scene or a supervisor has authorized that a recording may cease. The authorizing supervisor must be identified on camera or in a written report.

An officer may place the body camera into **Privacy Mode**, during a law enforcement encounter, in the following situations.

- To consult with a supervisor or another officer
- During a significant period of inactivity
- During a conversation with a sensitive victim of a crime, a witness of a crime, or an individual who wishes to report or discuss criminal activity, if;
 - The individual who is the subject of the recording requests that the officer deactivate the officer's body camera; and
 - The officer believes that the value of the information outweighs the value of the potential recording and records the request by the individual to deactivate the body camera

The intention to stop the recording will be noted by the officer verbally on the video and as soon as the private conversation has ended the camera will be returned to **Event Mode**. Officers will verbally note the date and time the video is reinitiated. The officer

shall also document the reason for placing the camera into **Privacy Mode** in a written report.

Officers are reminded that all conversations recorded with the BWC, intentional or not, may be released as public record and may be provided to defense counsel as part of the discovery process. Therefore, officers are reminded to keep conversations professional and reflect the departments CORE values and within its policies.

The BWC will be worn in the following locations so that it is clearly visible to the person being recorded, and maximum effectiveness:

- Glasses Mount
- Epaulet/TAC Vest Mount
- Collar Mount
- Helmet Mount
- Cap Mount
- Shirt Mount
- Headband Mount

Officers will inspect the BWC for any physical damage and to ensure the device is in working order at the beginning of their shift. Any problems noticed at any time during the officer shift will be immediately reported to their supervisor.

Officers will immediately report the loss of or damage to any part of the BWC to their supervisor and the Department Quartermaster. If available, a replacement camera will be issued, once the necessary reports and paperwork has been completed.

Prohibited Body Worn Camera Recordings

The body camera shall not be used to record non-work related personal activity and will not be activated in places where a reasonable expectation of privacy exists, such as locker rooms, dressing rooms or restrooms. The body camera will not be intentionally activated to record the conversations of fellow employees without their knowledge during routine, non-enforcement related activities. Officers will not record undercover officers or confidential informants.

Officers shall not use privately owned body cameras.

Reporting and Documentation

Whenever a BWC recording is made of an event that results in a police report, the reporting officer must

note in a G.O or Supplemental report that the recording exists, if known.

If an officer **fails** to record an incident or activity that is required to be recorded, the officer shall articulate on camera or in a written report, the reason for the failure to record.

In a critical incident (such as officer involved shootings, in-custody death, or other officer involved incident that results in serious injury or death), a supervisor may immediately take custody of the BWC and, in such case, will be responsible for the download. A chain of custody must be kept in this case, and passed along to the detective/liaison of the investigating agency.

Supervisors may view recordings in the field in order to review reported uses of force and to mitigate citizen complaints.

While it is understood that the use of the body camera will capture scenes of evidentiary value, these video recordings will not be used in lieu of Crime Lab personnel for photo or video-graphic incident documentation.

All BWC recordings must be downloaded by the officer at the end of his or her assigned shift, unless an exception is authorized by a supervisor. The officer will be responsible for properly categorizing and “tagging” the recording with the correct case number at the time of the download. Recorded media captured by the camera will be retained according to the Department’s retention schedule below:

- Arrests - 1 year, unless categorized as evidence
- Contacts and Detentions - 1 year
- Critical Incidents (non-arrest) - 2 years
- Evidence - Until adjudication of final disposition (Case agent or Initial officer responsible to ensure)
- Pursuits (non-arrest) - 1 Year
- Traffic Stops/no Citation issued - 1 Year
- Use of force - 1 Year
- Miscellaneous - 1 Year
- Video footage of interactions only - 1 year
- Accidental activations - 6 Months
- When an IA Complaint or Notice of Claim against the City is received by the Internal Affairs Unit, the IA Lieutenant is responsible to change the video category to retain the evidence.

Body Worn Cameras in Private Residences

When an officer with a body-worn camera enters a private residence, the officer shall give notice, when reasonable under the circumstances, to the occupants of the residence that a body-worn camera is in use either by, wearing the body-worn camera in a clearly visible manner, or, giving an audible notice that the officer is using a body worn camera.

Review of Body Worn Camera Media

Officers should use captured media to assist with investigations and in the completion of reports. Officers involved in any significant use of force incident or accident resulting in injuries will be permitted to review their own camera video or audio recordings prior to completing a report or interview.

All other access to body camera media will be governed by Salt Lake City Police Department Policy **IV-320 Records (Guidelines for Accessing Official Records)**.

Release of Body Worn Camera Media to Third Parties

The release of media captured by BWC to defense counsel in pending criminal proceedings will be processed like any other discovery request. Detective/Investigators will be assigned to the investigator user group in Evidence.Com. Detectives/Investigators shall provide discovery access to prosecutorial agencies as requested. The Department Body Camera System Administrator shall assist Detective/Investigators, when needed, in facilitation these request. Request for body camera video from the news media and other third parties must be made in writing and will be routed to the Records Unit Government Records Access and Management Act (GRAMA) Coordinator. Once granted the GRAMA coordinator will notify the Department Body Camera System Administrator to facilitate access for the person/entity making the request.

Copies of Video

The media captured will only be uploaded to Evidence.com and will only be used for official purposes. Officers will not make copies of any audio or video recordings for personal use and are prohibited from using a recording device such as a telephone camera or secondary video camera to record media

from Evidence.com or the MDT if video is viewed through the sync system.

Definitions

Audio recording: The electronic recording of sounds, conversation, or other spoken words.

Body Worn Camera: A digital video camera and recorder, which may be worn in various mounting configurations on an officer's uniform.

BWC: Short for "Body Worn Camera"

Battery Controller Pack: Enables control of the body camera through simple commands to place the camera in the various operational modes.

Body Camera System Administrator: Department employee with authority to:

- Maintain/assign Department user groups in video storage system;
- Conduct appropriate training for user groups within the Department;
- Address network and hardware issues with the City IMS team; and
- Interface with vendor on hardware/software performance issues

Camera Dock: A docking station, which simultaneously recharges the controller and uploads all data captured on the camera to Evidence.com.

Event Mode: The mode of operation in which the body camera captures the buffered video and is recording video images with an audio component.

Evidence.com: An on-line web-based media storage facility which stores digitally encrypted data such as photographs and video recordings and which is accessible to authorized personnel based upon a security clearance and which maintains an audit trail of user activity.

Normal (buffering) Mode: The mode of operation in which the Camera continuously loops video without an audio component for 30 Seconds.

Privacy Mode: The mode of operation in which the Camera is not recording at all.

Sync: A computer program, which allows officers to view but not alter video recordings captured by the Camera on the MDT screen. The program also allows

officers to attach meta-data such as a video title and the incident case number.

III-540 NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)

The National Incident Management System is a modular and scalable system designed to enable effective and efficient incident management. All tactical operations will be managed via the National Incident Management System. These types of incidents may require large amounts of resources and may require the use of an expanded NIMS. Elements in NIMS and ICS may apply for incidents ranging in scope from small incidents to tactical alerts.

The NIMS / ICS component can be found in the ICS organization tab of the Field Operations Guide.

III-545 NALOXONE (NARCAN) ADMINISTRATION PROTOCOLS

Purpose:

To establish guidelines regarding the utilization of nasal Naloxone in order to reduce the number of fatalities which occur as a result of opiate overdose by the proper pre-hospital administration of nasal Naloxone (brand named NARCAN).

Scope:

The Salt Lake City Police Department will train and equip select members to prepare for opiate overdose emergencies. The Department will keep and maintain a professional affiliation with a Medical Review Physician (referred as the MRP), for medical oversight for the use and emergency administration of Naloxone. The Medical Review Physician shall be licensed to practice medicine within the State of Utah. The Medical Review Physician, at his or her discretion may make recommendations to the policy.

Definitions:

Opiate – An opiate is any controlled substance containing or compounded to be a derivative of morphine, morphine sulfate. The term opiate

describes any of the narcotic opioid alkaloids found as natural products in the opium poppy plant, *Papaver Somniferum*. Commonly encountered opiates in police service include heroin, morphine, OxyContin, Percocet, and Percodan.

Naloxone -Naloxone is an opioid antagonist drug. Naloxone is a drug used to counter the effects of opiate overdose, for example, a heroin or morphine overdose. Naloxone is specifically used to counteract life threatening depression of the central nervous system and respiratory system. It is marketed under various trademarks including NARCAN, Nalone, and Narcanti, and has sometimes been mistakenly called "naltrexate". It is not to be confused with naltrexone, an opioid receptor antagonist with qualitatively different effects, used for dependence treatment rather than emergency overdose treatment.

Medical Control Physician – The Medical Control Physician, herein after referred to as MCP, shall be a designated Medical Doctor who is licensed to practiced medicine in Utah. The Salt Lake City Police department shall maintain an affiliation with the MCP. The Chief of Police or his designee shall periodically consult with the MCP to review overall training, equipment, procedures, changes to applicable laws and regulations and/or the review of specific medical cases. At their discretion, the MCP may participate in training members of the Salt Lake City Police Department.

Legal Premises for Implementation:

Salt Lake City Police department relies upon the following;

The Department shall approve training programs for select Police Officers in the use of Naloxone or other opioid antagonist approved by the Department that meet the following requirements:

- A. A Medical Review Physician has approved the specific training program; and
- B. The training program meets the minimum standards established by the Department.

Also;

UCA 26-55-104 (1) (a) which states in part "a person