AGENDA ITEM: 24-23
COUNCIL MTG OF: March 5, 2024
FROM: David Caron, Town Administrator
OFFERED BY: Chief George R. Feole
PREPARED BY: Captain David M. Michaud
SUBJECT: Transfer of Funds for Software Purchases

Derry
NEW HAMPSHIRE

STAFF REPORT

PURPOSE: Consider utilizing the Police Detail Revolving Fund to cover the cost of software purchases for the Police Department.

TOWN ADMINISTRATOR COMMENTS: The Council is urged to support this request to use surplus funds to further support the accreditation program underway within the Police Department.

BACKGROUND: The Police Department seeks to purchase several different software platforms to enhance our daily operations and to comply with NH law enforcement accreditation standards. Utilizing revenue funds, we aim to offset the costs with the Police Detail Revolving Fund for the initial year's setup and implementation fees. A recent check of the balance for this account indicated we have $258,975 available to us. Below is a list of software, descriptions, and costs. IT has agreed to add the yearly maintenance fees to their FY25 budget request.

Watchguard Redaction Software

This software will allow staff to efficiently redact audio/video evidence prior to release right here at the police department. We have a trial version of this software in use today and it is very effective. Previous to obtaining the trial version we relied on Derry Community Access Media to assist with the process of redacting video evidence. The finished product we get from DCAM, while functionally useful, was somewhat clunky and could lead a recipient to believe the video was altered to the point that we were trying to hide or alter the original video. The proposed software purchase alleviates that problem. This solution also provides a more efficient response time to RTK and discovery requests.

Power Engage Community Engagement Software

This software allows the police department to engage the community during our day-to-day functions. This is accomplished through obtaining surveys from residents after they have an interaction with DPD, communicating directly with citizens during an investigation they have filed, and even letting the reporting party know when police have arrived on scene of a call. This software would link with our CAD system to do so. Lastly, this would assist with accreditation requirements, which require having a system in place to receive feedback from citizens, etc.

Guardian Tracking System

Guardian Tracking Software is a tool that is used to track a variety of aspects of personnel management. These include use of force reports, performance evaluations, and the overall

well-being/mental health of our staff. Once built, this system would act as an early intervention program. NH accreditation standards require such a system.

Convey 911 Translation Software

Recently, we were made aware that the DESC (E-911) will no longer provide language translation services for first response agencies unless there is an actual nexus to a 911 call. Up to this point we would simply call the E911 supervisor for whatever reason, when we needed language translation services, and it was provided. The costs incurred by the DESC, drive that decision to curtail the availability of that service. We have researched software options and discovered several agencies around us are using Convey911. This software will allow for direct translation, including American Sign Language via video, through our dispatch center, as well as a cell phone app, which would provide officers on the street with a tool for translation purposes. In addition to the cost noted above the company also charges a per minute fee for actual usage. The fees differ for telephone use, $1.25/minute and a live video session via the app, $2.25/minute.

DISCUSSION: Costs for the project are anticipated to be;
- Watchguard Redaction Software - $4,995
- Power Engage Community Engagement Software – $10,640
- Guardian Tracking System - $6,926
- Convey 911 Translation Software - $6,130

Total cost for 4 items - $28,691

Does not include translation service use fees.

FISCAL IMPACT: All the funds needed to facilitate these purchases are requested from the Police Detail Revolving Fund. Those funds are not raised via tax dollars, but by a revenue stream from police details. The project, as laid out, will have no effect on the tax rate.

RECOMMENDED ACTION BY COUNCIL: Authorize the Town Administrator to expend funds from the Police Detail Revolving Fund to facilitate the acquisition of the software noted.

RECOMMENDED MOTION: See Resolution Number 24-013

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Derry
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RESOLUTION
Number 2024-013

To Authorize Expenditures from the Police Revolving Fund

WHEREAS, Section 5.1 of the Town Charter designates the Town Council as the governing and legislative body of the Town and, as such, it is empowered to adopt resolutions and ordinances, including the appropriation of funds; and

WHEREAS, the Derry Police Department provides special detail services for businesses, groups and individuals requiring specialized traffic control, crowd control and other security; and,

WHEREAS, the Town Council under Resolution #2017-020 authorized the creation of a Police Detail Revolving Fund pursuant to RSA 31:95-h to separately account for and expend funds for this purpose; and,

WHEREAS, a surplus now exists in this fund and the Police Department is in need of acquiring software which would assist with the law enforcement accreditation program, which ensures compliance with standards and best practices;

NOW, THEREFORE, BE IT RESOLVED IN COUNCIL that the Town Council hereby authorizes the withdrawal of $28,691 from the Police Detail Revolving Fund for the purchase software programs associated with the accreditation program.

This Resolution shall take effect immediately upon its passage.

Adopted: March 5, 2024.

Attest:

X_____
Charles Foote, Council Chair
Date: _____

X_____
Cristina Guilford, Town Clerk
Date: _____