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**Date:** May 15, 2024  
**To:** Police Department  
**From:** Alyssa Bostrom, Lieutenant  
**Subject:** FLOCK Safety Hot List Training

Flock Safety's **Hot List** feature automatically alerts on stolen vehicles, known felony vehicles, and Amber/Silver Alerts for missing persons. The feature is integrated into the NCIC federal database, which creates these automatic alerts.

Flock users also have the ability to create their own individual, **custom** Hot List. Users can place desired license plates on a *custom* Hot List that alerts:

- department wide,
- privately (just to the individual user), and/or
- to a select, specified group of users

The *custom* Hot List feature is a useful investigative tool. However, in order to improve oversight and ensure proper use of the Flock ALPR System, **requests to create a custom Hot List shall be reviewed and approved by the ALPR Coordinator.**

When creating a *custom* Hot List, the following fields shall be filled in:

- Type a P number or CFS number in the *Case Number* box (Do not use a call type in the box, i.e. "GTA," "923," etc. You need a P or CFS number.)
- List the reason for wanting to track this vehicle in the *Reason Text* box (i.e. vehicle of interest or looking to identify).
- Type the approving supervisor's name in the *Notes and Images* box.
- Set the *Expiration* for 30 days.
- You will need DB Sergeant approval to keep a vehicle on a *custom* Hot List for more than 30 days. Homicide, Robbery, 290s, and Sex Crimes are examples of cases that can be approved for longer than 30 days.

Flock will be regularly audited and missing info means your *custom* Hot List will be deleted.

As a reminder:

- Any ALPR alert should be verified through CLETS prior to taking enforcement action.
- ALPR use is for legitimate law enforcement purposes only, such as when the data sought relates to a specific criminal investigation.

The Lexipol policy related to ALPRs and the department procedure are also in the process of being revised.

If you have any questions about what is authorized or allowed, you can always reach out to me or one of the Flock Administrators (Cpl. Lucifora or Det. Johnson).

### Edit Hot Plate ✕

**Plate #**

**Filter State:**

**Case Number**


**Reason Text**

**Notes and Images**

Drop a file here or click to browse files.

(Only .PNG, .JPG and .PDF files accepted; 100MB limit for all files combined)

**Created At:**

**Expiration**  
 

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<b>Approved by:</b>	Sgt. Paulson