

Selah Police Department



2015 Year End Report

Prepared By:
Richard Hayes

From the Chief of Police



SO, WHAT ABOUT 2015

In 2015, we saw crimes of opportunity continue at the same level as the last couple of years. Crimes of opportunity are crimes that might not have happened if the property was put away, the vehicle was locked or the garage door closed. With the economy still suffering; these crimes will probably continue to be our largest call for service. Drug trafficking and usage is another factor facing not only our community, but also the entire Yakima Valley. The criminal element of today is a very “mobile element” that has no boundaries. Criminals that prey on our citizens may very well be preying on Sunnyside’s or Ellensburg’s. They will steal anything that is not locked up or out of sight. Committing property crimes is how they “feed” or support their habit. Fortunately, our violent crime in Selah has remained well below the rates of Yakima, Yakima County and the State. So you may ask, “What is Selah Police Department doing about the crime in Selah?” Well, let me tell you.

In January of 2012 we changed our shifts to ten hour and forty minute shifts (10-40’s). This allows an overlap of all shifts during the peak “calls for service” hours and reduces overtime. This also puts the officers into two squads that work together year in and year out, building a team concept. They train together, have days off together and work together. We selected these squads so that each squad has its own Spanish speaking officer, taser instructor, firearms instructor, defensive tactics instructor and sergeant. The squad concept has already helped to increase morale and build a camaraderie that we haven’t seen in a while. Officers are now more visible and “Out There” and the facts already show that the more visible the police are, less crime you will have.

Law Enforcement is the government’s most visible public agency. The best way to enhance our agency’s reputation and increase respect is with sound, defensible, up-to-date policies coupled with daily policy training. So, in the last part of 2014 we were introduced to Lexipol. Lexipol is a company that offers digital Law Enforcement policy manual management, regular policy updates, and certifiable daily training against policy.

In 2015 we purchased Lexipol and began the transition from our antiquated Standard Operating Procedures (SOP) to a Lexipol digital SOP that offers; State-Specific Policies, Law Enforcement Practices and Easy Customization. Customizing and maintaining Lexipol’s policies take only a fraction of an officer’s time, compared to outside policy management and it’s proven to reduce the Number of Claims Paid. Lexipol’s policy and training system has also been proven to reduce the number of claims paid. In a recent study, Lexipol users saw fewer litigated claims, when compared to pre-Lexipol implementation.

The “BEAST” (evidence and property software) was purchased. Though the purchase of this software has not changed evidence collection, it has changed the manner in which it is recorded and tracked while in the care and custody of the Selah Police Department. This system is light years ahead of keeping record by hand, which we used to do. Since the implementation of this software keeping track of evidence, it’s location within the property room, and the release of found / recovered property has vastly improved.

Complete conversion of evidence and property stored in the evidence room into the new system is still an ongoing project. It is being done as priorities allow.

2016 will be the 5th Citizen’s Academy. The graduates have become excellent goodwill ambassadors within the community that have assisted the department by teaching others about crime prevention and taking responsibility for one’s own well-being and property. Our National Night Out event continues to grow and has become a yearly staple in our community. Our chaplaincy program has grown from one to three (3) chaplains. All of these programs educate citizens to what we do and what they can and need to do as citizens. The people that involve themselves in these programs are more likely to call the police when they see an incident that needs reported.

Selah continues to be one of the safest communities in the state to work and raise our children. I am very proud of the men and women of this department for their hard work and dedication in keeping Selah safe. But more importantly, I am very fortunate and humbled to serve as your police chief.

Thank you for your continued support.

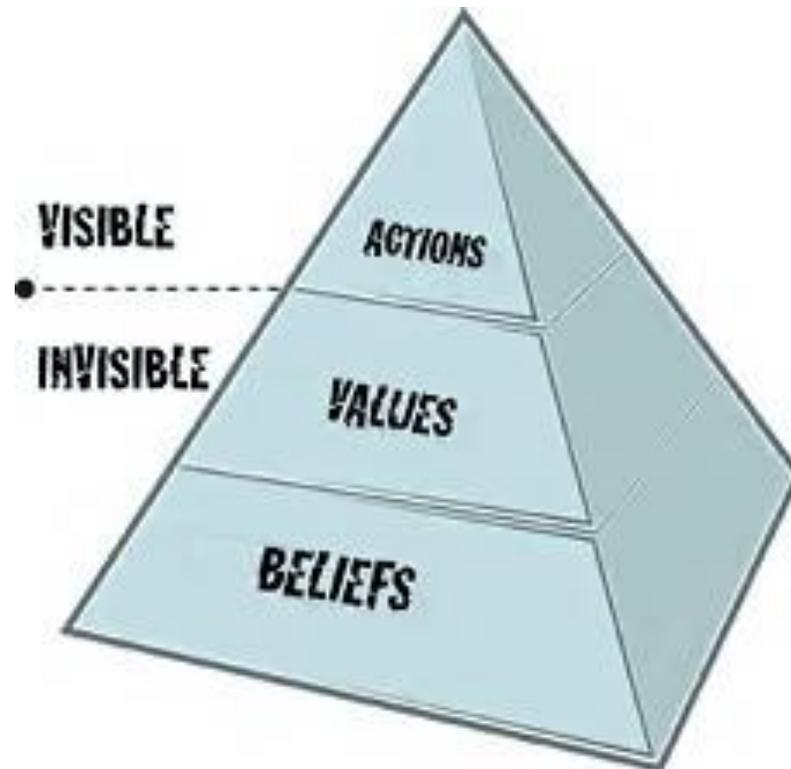
Richard D. Hayes
Chief of Police

Our Mission has not changed since it was written and it is lived by today. It's important enough to us, that it is on the back of all of our business cards.

Our Mission Statement

The Mission of the Selah Police Department is to coordinate and form partnerships within the community. To preserve the public peace, protect persons and property, to protect the rights of all persons. Prevent crime and provide assistance to all citizens. We are "Committed to Excellence".

Our Philosophy Statement



The dictionary defines a “Philosophy Statement” to be what you “Believe In” or your “Motto”. A Philosophy Statement Serves as an introduction to you, or for a business, it is written to define the businesses reason to exist. With that being said, this is our reason for existing or our philosophy statement.

Selah Police Department’s Philosophy Statement

We the members of the Selah Police Department:

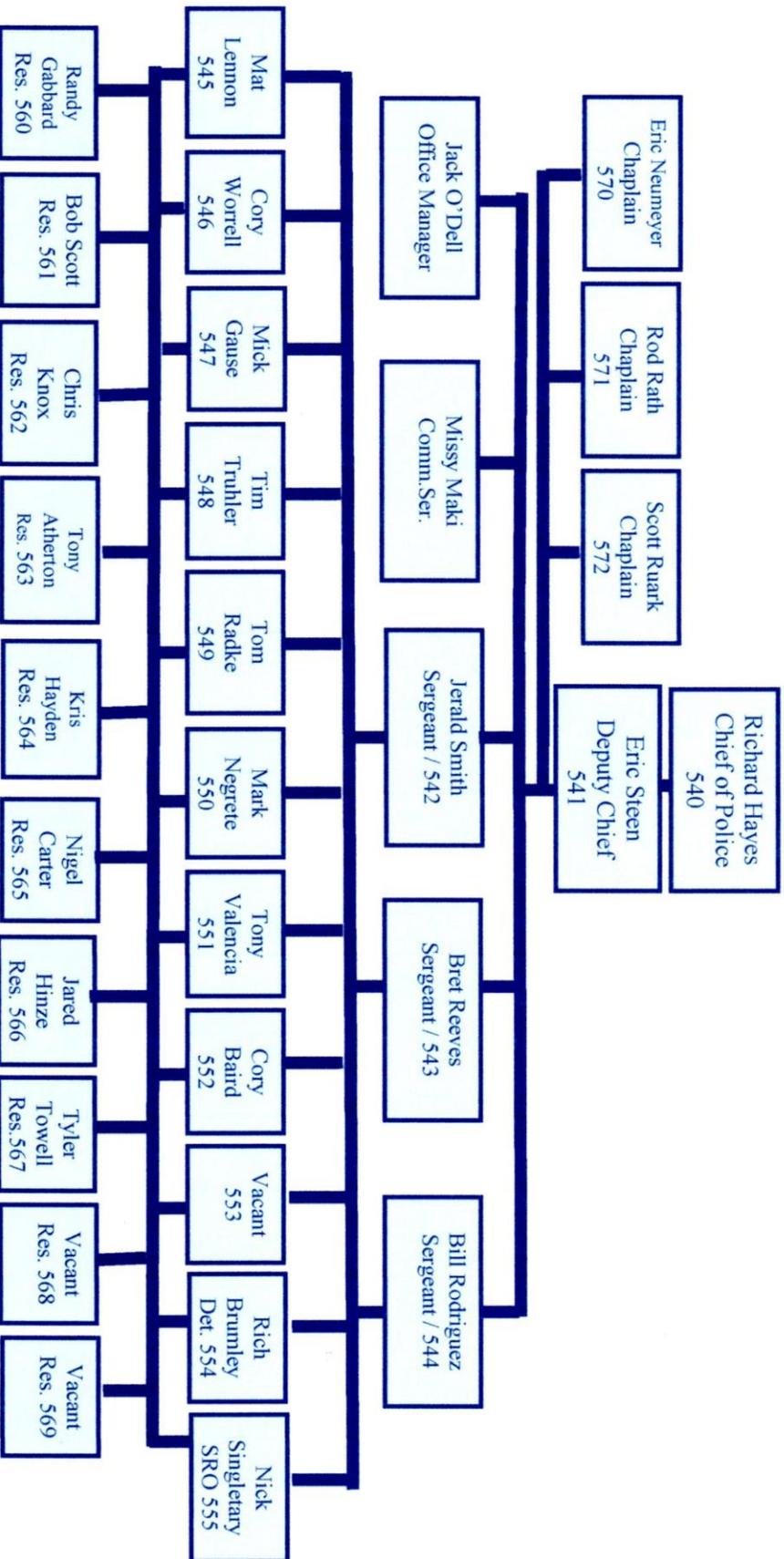
- *Believe that the protection of life and property is our highest priority.*
- *Will respect and protect the rights and dignity of all persons and conduct all citizen contacts with courtesy and compassion.*
- *Will strive for excellence in the delivery of police service and will utilize training, technology and innovation to achieve this goal.*
- *Recognize the department’s interdependent relationship with the community it serves and will remain sensitive to the community’s priorities and needs.*
- *Believe that Selah has a unique community spirit and that we are an important part of our community’s success.*
- *Believe that crime prevention, problem solving and intervention are normally preferred to strict enforcement, but when enforcement is called for, the enforcement is done impartially throughout the community.*
- *Recognize the individual worth of each of its members and will strive to support, develop and encourage every member to their full potential.*

Organizational Chart





SELAH POLICE DEPARTMENT COMMAND STRUCTURE



AWARDS & COMMENDATIONS



Prepared By:
Richard Hayes

In 2015 Sergeant Rodriguez was awarded the Department's "Life Saving" Award / Medal for an incident that occurred on March 30th. See letter below:



Selah Police Department

617 South 1st Street • Selah, Washington 98942
Business (509) 698-7347 • Fax (509) 698-7362



Mayor John Gawlik and City Council,

Wednesday, April 1, 2015

On March 30th, 2015 at approximately 2:12pm, Sergeant Bill Rodriguez observed a female jogging west in the 1000 Block of W. Fremont Avenue. As he was driving past the female he noticed that she stopped suddenly and then staggered ahead for two more steps before collapsing, face first, onto the sidewalk.

Sergeant Rodriguez turned his vehicle around and returned to the female, who was sitting up on the sidewalk. Sergeant Rodriguez asked if she was alright and the female did not respond. Sgt. Rodriguez requested the fire department and an ambulance come to the scene and exited his vehicle.

Sgt. Rodriguez knelt beside the female and again asked if she was alright. The female still did not respond and began to fall. Sgt. Rodriguez caught the female and lowered her to the concrete. Sgt. Rodriguez then checked and found that the female had no pulse and was not breathing.

Sgt. Rodriguez began performing CPR. A Mr. Travis Lamb stopped and assisted Sgt. Rodriguez with CPR. Both Sgt. Rodriguez and Mr. Lamb continued CPR until they were relieved by both the Selah Fire Department and the ambulance crew.

One of the ambulance crew told Sgt. Rodriguez that the female would probably would have died had he not taken such quick action.

It is a great pleasure to recognize Sergeant Rodriguez and Mr. Lamb with the Selah Police Department's Life Saving Award.

Richard D. Hayes
Chief of Police
Selah Police Department

Cc: Personnel File - Rodriguez

We also recognized two employees for Officer / Employee of the Year and Reserve Officer of the Year.

2015 OFFICER OF THE YEAR

In 2015 the employees of the police department selected Officer **Nick Singletary** as the 2015 Police Officer of the Year. Ofc. Singletary has a very positive attitude and highly respected by other officers. Ofc. Singletary exudes a lot of energy that others seem to be able to tap into. Ofc. Singletary takes the safety of our children very serious and works very hard to make sure that all that can be done for their safety, is being done. Ofc. Singletary has done an outstanding job as a patrol officer and School Resource Officer.



2015 RESERVE OFFICER OF THE YEAR

In 2015 the employees also selected Reserve Officer Chris Knox as the 2015 Reserve Police Officer of the Year. Res. Ofc. Knox is a full time city employee, working for Public Works, but was still able to be the main driving force for 2015's Citizen's Academy and National Night Out Event. Ofc. Knox has quickly become a "Go to Guy" when you need something done or some help doing something.



Calls for Service & Crime Statistics



Prepared By:
Richard Hayes

During 2015, Selah Officers responded to:

3020 Calls for Service. **3037** Reports Written.

CALLS BY THE MONTH	2015	2014	2013
JANUARY	210	234	259
FEBRUARY	221	192	233
MARCH	248	260	232
APRIL	248	266	225
MAY	306	238	283
JUNE	279	266	256
JULY	291	278	294
AUGUST	257	271	275
SEPTEMBER	270	262	248
OCTOBER	272	275	242
NOVEMBER	200	224	231
DECEMBER	218	256	195
TOTALS	3020	3022	2973

TRAFFIC STOPS BY THE MONTH	2015	2014	2013
JANUARY	386	245	241
FEBRUARY	477	245	255
MARCH	314	220	211
APRIL	320	276	223
MAY	483	268	201
JUNE	348	226	167
JULY	302	394	148
AUGUST	326	312	170
SEPTEMBER	286	405	215
OCTOBER	276	339	319
NOVEMBER	187	393	299
DECEMBER	147	307	282
TOTALS	3852	3630	2731

TICKETS	2015	2014	2013
CRIMINAL NON-TRAFFIC	106	91	118
CRIMINAL TRAFFIC	210	163	344
CIVIL INFRACTION TRAFFIC	577	497	643
CIVIL INFRACTION NON-TRAFFIC	2	8	3
PARKING	2	15	11
TOTALS	897	774	1119

Types of Calls

TYPE OF CALLS	2015	2014	2013
AGENCY ASSISTS	342	306	265
ALARMS	180	135	138
ANIMAL PROBLEMS	179	202	128
ARRESTS - ADULT	360	336	531
ARRESTS - JUVENILE	30	27	35
ASSAULTS	30	41	36
BURGLARIES	33	45	47
CITIZEN ASSISTS	210	206	252
DOMESTICS	80	119	142
DUI	26	21	18
KIDNAPPINGS	0	0	1
MALICIOUS MISCHIEFS	64	104	95
MURDER / HOMICIDES	0	0	1
NOISE COMPLAINTS	71	90	61
RAPES	0	1	0
ROBBERIES	1	2	1
SUSPICIOUS CIRCUMSTANCES	375	380	386
THEFTS	118	120	113
THEFTS - VEHICLE	22	9	18
TRAFFIC ACCIDENTS	109	128	133
TRESPASSING	19	22	36

Investigations



Prepared By:
Det. Rich Brumley

Selah Police Department

2015 Detective End of Year Report

Chief Hayes,

Per your request here is a summary of my activity for 2015. My time was primarily spent investigating the typical and consistent flow of child abuse/neglect reports from Child Protective Services, assisting patrol with criminal investigations and working major criminal investigations. Some of the 2015 major criminal investigations include but are not limited to the following summaries.

A reported rape incident occurred on New Year's Eve at a Selah home. The incident wasn't reported to law enforcement for several months which created some difficulty with the investigation. I conducted an extensive, multi-month, criminal investigation which resulted in the submission of criminal charges to the Prosecuting Attorney.

In 2013 and again in 2015 a Selah resident reported that his home had been burglarized and numerous items stolen. An in depth criminal investigation revealed that the two incidents were related and had been committed by the same suspect who was arrested and convicted of numerous felony crimes. Most of the stolen property from the second burglary was recovered and returned to the victim.

Two burglaries were reported at a Selah grocery store. Alcohol and misc. other items were stolen during each burglary. An in depth criminal investigation resulted in the arrest of two juvenile males.

A man armed with a knife robbed a Selah convenience store leaving little evidence to follow up on. Great team effort of the Selah Police Department led to the apprehension and conviction of the suspect.

An employee at a local fruit warehouse stole a payroll check from a coworker. The suspect forged the victim's name and negotiated the check at a local convenience store. This investigation not only led to an arrest and conviction of the suspect but I discovered that the suspect had committed an almost identical crime a fruit warehouse in Moxee approximately two years prior to this incident.

A reported voyeurism incident occurred at a Selah home in November. A time consuming, detailed investigation eventually led to the arrest of a suspect who is currently pending a criminal trial.

I currently have 3 active Felony investigations which are all pending criminal trial.

In May of 2015 Selah Police Officer Pauli Martin and I were asked to present the 1997 cold case murder investigation of Carolyn Clift at the Washington State Homicide Investigators seminar in Shelton Washington. Later that month we, along with Sergeant Bill Rodriguez, were asked to participate in the filming of an episode of "On the Case with Paula Zahn," a nationally broadcasted television series dedicated to the victims of cold case murders. The episode depicted the Carolyn Clift cold case murder investigation that led to the arrest of two suspects who were convicted of her murder in 2011. It was a great honor to represent our agency and a greater honor to bring justice to an innocent and vulnerable victim silenced so many years ago.

Respectfully submitted,

Detective Richard Brumley

School Resource Officer



Prepared By:
MPO Nick Singletary

**School Resource Officer
End of Year Report**

2014-2015 School Year

Incidents – 134

Juvenile Arrests – 10

Adult Arrests – 1

Juveniles taken into Protective Custody – 15

Non-Injury Accidents – 4

Located Runaways – 2

Traffic Stops (between 09/2015 and 12/2015) – 163 with 41 citations issued

Major Incidents

<u>Date</u>	<u>Case #</u>	<u>Incident</u>
09/02	15H2156	Drug Paraphernalia
09/23	15H2264	Disrupting School Activities
09/23	15H2269	Assault
10/01	15H2350	Theft
10/12	15H2446	Drugs
10/15	15H2470	Accident Non-Injury
10/21	15H2527	Juvenile Problem
11/05	15H2648	Drugs
11/10	15H2678	Theft
11/10	15H2684	Assault
12/09	15H2885	Burglary

Summary: I (Ofc Singletary) was assigned as the SRO starting on 09/01/2015, until then it was Ofc Martin. Since the assignment I have assisted with several trainings and monitored drills in order to better prepare staff and students for incidents. I assisted with (2) Safety Day events and several school events (such as Read & Treat). I have been giving presentations for students that I have not completed yet, these presentations are related to careers in the Law Enforcement Field and student safety. As the SRO, I am now involved with all CPS referrals and investigations.

Also I have completed several tours of the Police Department with included a presentation on careers in Law Enforcement for the Boy Scouts and other organizations.

The following is a list of activities in the works: High School Citizens Academy (1 day per week/8 weeks); Distracted Driving Presentation; (4) additional careers in Law Enforcement Presentations; participated with the Selah School Districts Transportation Safety Video; Training for Selah School District Employees on safety; and tours of the Police Department.

Training / Scheduling 2015



Prepared By:
Deputy Chief Steen

Training

Annually the Criminal Justice Training Commission (CJTC) requires every police officer in the State of Washington to receive twenty-four (24) hours of training annually. The training is limited to what pertains to the function and role of what every law enforcement officer is responsible for understanding and putting in to action.

At the start of 2012, the Selah Police Department received a written reprimand from CJTC because officers in this department were not given the minimum amount of mandated annual training. This reprimand still hangs in my cabinet as a reminder of two things, first that it is our responsibility to effectively train and equip SPD Officers to perform with confidence their duty to the community. The second reason is simply a reminder of where we never want to be again.

Since 2012 training hours for all SPD employees has increased steadily. 2015 training included classes in three categories: CJTC classes, Instructor certification courses and in-service training. Listed below are some of the training SPD personnel received.

Criminal Justice Training Courses:

- FBI Executive Leadership
- Crime Scene Investigation
- Interview & Interrogation
- Emotional Body Armor
- Social Media Methods
- Property & Evidence
- Animal Control Officer Academy
- Crisis Intervention Training

Instructor Certification Courses

- Defensive Tactics - level 2
- Blue Courage

In-service Training

- Firearms
- Defensive Tactics
- Emergency Vehicle Operation
- Death Notification
- Various Other recertification's, such as, but not limited to: BAC, Access training, CPR and First Aide.

Total Training Hours by Year

<u>Year</u>	<u>Hours</u>
2012:	954
2013:	1325
2014:	1650
2015:	2073

One of the most notable training conferences was the 2015 Annual Washington Homicide Investigators conference. The conference offers detectives from around the state to meet and share innovative ways to solve

homicides. This year one of the guest speakers was Selah's Detective Rich Brumley. He was given the ability to share some of his tactics in solving a cold homicide case that occurred here in Selah. Shortly after speaking at this event, he and other officers from Selah were asked to be showcased in a national television program hosted by Paula Zahn. This is an honor for both Detective Brumley and the Selah Police Department.

Scheduling

Regarding scheduling, the department's officers have been divided into two separate squads. Each squad works a ten-hour and forty minute (10:40) shift. Since the retirement of an officer, we have had the need to put the dayshift Sergeant onto a squad to fill a gap in the daily schedule. By doing this one squad has had two Sergeants – one sergeant during dayshift hours, the other on night shift hours. This is ideal for each squad. However, the reality is the other squad only had one night shift Sergeant for supervision. During the dayshift hours both Chief Hayes and I have been filling the gap with first line supervision.

Having said this, the hiring of a new officer in 2016 will allow us to put the dayshift sergeant back on his assigned shift to ensure adequate first line supervision for day shift officers.

Annually, I create the tentative schedule for the year. Once the schedule is complete, Sergeants maintain responsibility of ensuring adequate shift coverage during time of sick and vacation usage.

CHAPLAINCY PROGRAM



Prepared By:
Chaplain Eric Neumeyer



Selah Police Department Chaplains were utilized in 2015 within our community and beyond at 4 unattended deaths, 1 suicide and 2 death notifications. We helped out with Citizens academy, National Night Out, Reserve Academy with talks on Ethics and involvement in the opening prayer at the Reserve Academy graduation. We were also requested on two different family visits where SPD "unofficially" wanted to support and facilitate families. We have made connections with the Selah Ministerial Association in an attempt to help stay connected with others in the faith community and have contact names and numbers for each religious establishment in the Selah Community. We have also made connections with neighboring city Chaplaincy programs and have begun a worthwhile relationship with WSP/WDFW, Yakima FD, Selah FD, Yakima County, EMS and YPD and their Chaplains.

We have completed at least 4 ride "alongs" with officers and hope to increase these numbers for the 2016 year. These numbers do not reflect the time we place in prayer for our officers and Department leaders but be comforted in knowing it is a constant.

Thank you,

Chaplain Eric "Chap E" Neumeyer

VEHICLES & VEHICLE MAINTENANCE



Prepared By:
Sgt. Bret Reeves

As of 01/27/16 the department has spent \$17,457.82 on documented vehicle repairs. The Budget (financials) reflects that we have spent closer to \$25,000. This figure includes Fleet charges for fluid etc. As in the past I believe that invoices are not being left for me to document the costs.

For fiscal year 2017 I would like to see us continue to move away from the Expedition Fleet. For 2016 we have ordered 2 of the new Ford Interceptor Utilities to be outfitted for Patrol and a Supervisor, to replace a retired patrol car and a current supervisor vehicle.

In future years I hope that we will be able to increase the vehicle allotment, short term, to replace the remaining 4 (four) Expeditions. Based on prior year's vehicle maintenance costs for the Expeditions, I foresee high costs to keep these aging vehicles patrol ready. Another consideration in this is fuel savings. The new Ford Interceptors have an average EPA fuel rating that is nearly double that of the Expeditions.

The interceptors, both sedan and utility use the "remaining oil life" functions. This monitors the oils viscosity and the ability of the filter to deliver lubrication. Vehicle 552 did not require an oil change until it had in excess of 6000 miles. The oil changes on these new vehicles are considerably more expensive. The average oil change costs are approx. \$75.00.

With the start of a New Year I want to begin working (once again) on moving our maintenance records into the Spillman vehicle maintenance files. This will allow us to track maintenance scheduling and costs more effectively.

I included the cost breakdown per vehicle with this report if needed.

2015	Documented maintenance cost by vehicle
1) 540	\$53.02
2) 541	\$636.19
3) 542	\$2956.35
4) 543	\$138.77
5) 544	\$276.18
6) 545 (new)	\$107.20
7) 546/555	\$468.76
8) 547	\$1338.48
9) 548	\$2479.53
10) 549 (retired)	\$51.61
11) 549 (new)	\$13.72
12) 550	\$75.28
13) 551 (retired)	\$2269.28
14) 552	\$1117.46
15) 554	\$816.22
16) 555	\$3309.81
17) CSS	\$952.73
18) 1P	\$264.50
19) Jail Van	none shown
20) Fleet	\$132.73
TOTAL	\$17457.82

Selah Police Reserve Unit



Prepared By:
Sgt. Jerald Smith

For the 2015 year our reserve unit consisted of eight reserve officers; Randy Gabbard, Bob Scott, Chris Knox, Tony Atherton, Nigel Carter, Jared Hinze, Chris Hayden and Tyler Towell.

Towel was hired this year and previously worked as a reserve officer for the Tieton Police Department.

Hinze who volunteered 3 years with department left at the end of the year and was hired by the Yakima County Sheriff's Office as a reserve officer.

Carter who volunteered 2 1/2 years with department left at the end of the year and was hired the by Wapato Police Department as a full time officer.

Reserve officers and volunteered a total of 2000.5 hours which consisted of patrol duties, traffic control for the Community Days Parade and Army Base Race. As well as being involved and organizing the Citizen's Academy and National Night Out.

The total combined hours of the reserve unit totaled 2000.5 hours for 2015.

Reserve Hours 2015													
OFFICER	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
GABBARD / 560	20	19.5	29.5	35	23.5	15	17.5	15.5	11	16	17	15.5	235
SCOTT / 561	41.5	28.5	40.5	42.5	25	23	12	26	46	14	0	0	299
KNOX / 562	14	29.5	21	23	1.5	18	0	0	6	0	0	2	115
ATHERTON / 563	16	22.5	19	15	1.5	0	0	6	28.5	6	0	2	116.5
HAYDEN / 564	19	13	15.5	20.5	17	0	16.5	18	20	0	0	0	139.5
CARTER / 565	57.5	55.5	77	42	42.5	47	37	61	61	92	24.5	NA	597
HINZE / 566	38	42	36	33.5	86	25	38.5	16	28	41	NA	NA	384
TOWELL / 567	NA	NA	NA	NA	9	20	21	23	20	0	17.5	4	114.5
VACANT / 568													0
VACANT / 569													0
TOTALS	206	211	239	212	206	148	143	166	221	169	59	23.5	2000.5

Community Services & Evidence



POLICE • COMMUNITY PARTNERSHIPS



CITIZENS ACADEMY



Prepared By:
Missy Maki

2015 National Night Out

The Selah Police Departments “National Night Out” was organized and put on by the Community Service Specialist and the Reserve Unit. There was a great turnout by the Selah Community. The featured participants were the Blue Nights motorcycle club, the Valley Mustang car club, the local Volkswagen club, Smile Dental clinic, Selah Kiwanis Club, EOD from the training center, the National Guard brought out their decontamination trailer, kids activities and the big attraction was the Selah Police department escorting a Tank from the Training Center through town to Wixon Park for the kids to climb on and look around.

Once again, Poor Boys auto wrecking donated a car to be destroyed, and the participants had a great time taking swings at it.

Kings Row drive-in donated 500 hot dogs, buns, and condiments. Next year we will need to increase that amount since there were more people in attendance. These were cooked and served by the Selah Valley Lions club. Fiesta Foods donated two large sheet cakes and put the Selah Police Department patch on them, Selah’s local royalty cut and served the cake.

Treetop donated several cases of juice, and a Pepsi Cola trailer was hired by the police department.

For 2016 we plan to include more of the same and add more activities for the kids. We will work on getting the National Guard to bring out their Rock Climbing Wall and talk to Swat about bringing out one of their vehicles.

2015 Citizens Academy

The 2015 Citizens Academy was planned and conducted by the Officers of the reserve unit. There were 21 citizens that participated in the academy and they all received training and classes in subjects ranging from the County’s sex offenders program to traffic stops. There were multiple agencies from the valley that participated in the academy. Presenters from the Sheriff’s department, Superior Judge, the Yakima Police Gang Unit, Selah Police Department and the Washington State Patrol.

The academy was once again a great success with many prior students attending for the second and third time. Many classes were memorable, but the class particularly enjoyed being trained in Fire Arms safety and then being taken out the Range to shoot, some for the first time. The class was impressed by all the presenters that spoke at each class and grateful to all that came out to the range to help instruct them in safely using a firearm.

2015 Beast Evidence Management System

In 2015 we purchased and had the Beast Evidence Management System installed. The Beast (Bar Coded Evidence Analysis Statistics and Tracking) software program provider Forensic Laboratory Information Management System (LIMS) for crime labs and Evidence Management Systems (EMS) for police agencies. The products are integrated with Symbols Technologies PDF417 bar code to speed up evidence check-in. User defined Report Wizards are included to assist in report writing and statistical data analysis. Database

information may be stored on Oracle servers. Porter Lee Corporation provides Software, Hardware, Installation, Training and Support for the Beast.

The transition for the department/Officers to the Beast has been a smooth one. In 2016 we are looking forward to having the Beast connect with Spillman. This will allow the information input into Spillman to be loaded into the Beast automatically. This will save time and steps for the officers when initially adding evidence to a new case in the Beast.