



# Supervisor BWC Training



# BWC P&P Review

6.131

- Deputies can review their own BWC videos for writing reports and prior to any interview
- Document the viewing of video's in the narrative of your report
- Can only review another deputies' videos to write a report with supervisor permission



# BWC P&P Review

Should circumstances require the immediate retrieval of a digital recording (e.g., department shootings and department involved accidents with serious injury), a supervisor **shall** ensure that the BWC system is secured and maintain chain of custody.

*-Following a safety statement, the on-scene sergeant will collect the BWC system of any involved deputies for the investigators.*



# BWC P&P Review

“Deputies/community service officers are not required to give notice that they are recording, whether in public areas or private residences. However, if asked, the deputy/community service officer may advise citizens they are being recorded.

When recording interviews, employees shall ensure they record any admonishments prior to the start of an interview.

Deputies and Sheriff's supervisors involved in an administrative investigation of a complaint against a member of the Sheriff's Department must inform complainants and witnesses they are being recorded.” –SDSO P&P

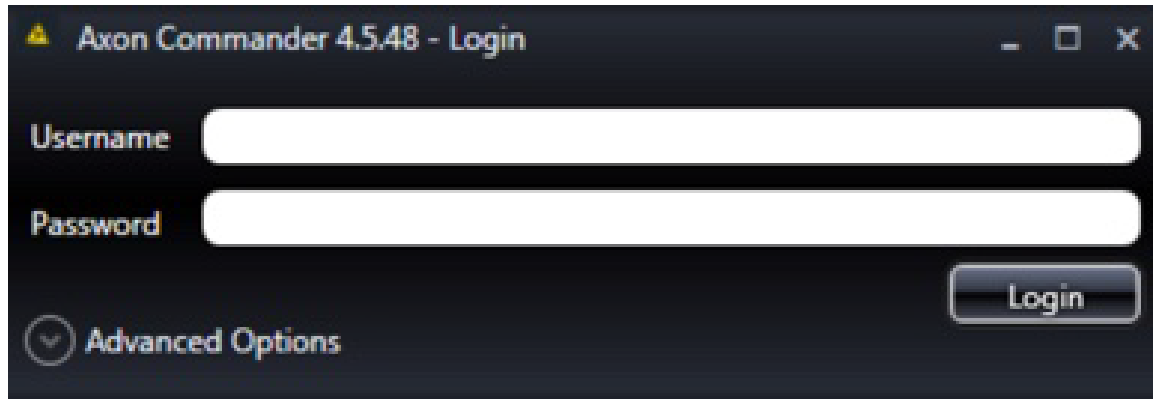


# Commander Program Supervisor Responsibilities

- Assigning POOL BWCs to deputies
- Tagging Case numbers for videos associated with Arrest Reports for 148 PC and 69 PC
- Sharing BWC video for 148 PC and 69 PC Arrests to the DA (Because the DA wants the video within 72 hours)
- Adding/changing users to a BWC video.
- Monitoring the PowerBI tagging error report and ensuring corrections are made.
- Detective Sgt's team responsible for CN tags and DA Sharing for arrest reports



# Launching Commander



- Launch Commander from Shortcut Icon on Desktop
- Commander Client Login screen appears
- Type in your Username and Password
- This will be your Sheriff's Desktop username and password

\*\*\*If you are receiving error messages, restart computer\*\*\*



# Assigning Cameras in Commander

1. Click the arrow symbol by your name in top right corner and then click **'Administration'**
2. A Management box will appear, select **'Cameras'** on the left side
3. Enter the serial number of the BWC you are assigning in the serial number field and click 'Search'
4. You will see the serial number and BWC information appear below.
5. Click on the blue link below the section titled 'Assigned To'
6. A text box will appear. In the 'Filter' search field, search for the name of the deputy you wish to assign the BWC to and select their name.
7. **Once you have assigned the camera, remove and re-dock**



# Assigning Cameras



Locate the camera serial number here





# Assigning Cameras

The screenshot displays the Axon Commander 4.26.1 interface. On the left is a navigation sidebar with sections for Search, Geo-fence, Time and Date, and Filters. The main area shows the 'Administration' window with the 'Inventory' tab selected. Within 'Inventory', the 'Cameras' sub-tab is active, showing a 'Cameras Search' form and a results table. The search form has 'Serial No.' set to 'XB1176648'. The results table contains one entry:

Model	Serial No	Camera Nam	Last Upload	Assigned To	Firmware
Axon Body 2	XB1176648	XB1176648	04/08/2021 16:32	<a href="#">Christy, Ryan (SDSHERIFF.COMRCHR125H)</a>	1.22.8

At the bottom of the table, it states '1 of 2246 cameras are displayed.' The interface also includes a bottom toolbar with buttons for Verify, Export, Convert, Burn, Reports, and Tag.



# Tagging

1. Click on the video on the 'Assets' page, which will highlight the video in blue
2. Right-click on the video and select the 'Tag' option OR click on the 'Tag' button at the bottom of the page
3. Click 'Add'
4. In the 'Tag' drop down, select a tag type (Event number, Misc, NetRMS Case number, etc.)
5. In the 'Value' box, enter the event number or info you want to tag
6. Click 'OK' and then 'Apply'



# Tagging

The screenshot displays the AXON Commander interface with a grid of video thumbnails. A 'Tags' window is open, showing a table of tags:

Tag	Value
Categories	ARREST MISD
Event Number	E7043154-CAD
Event Number	E7043154

An 'Add tag' dialog is also open, showing a search for 'Event Number' and a 'Count: 0 (Max: 0)'.

The interface includes a search bar, filters, and a sidebar with navigation options. The bottom of the screen shows a toolbar with buttons for Verify, Export, Convert, Run, Report, and Tag.



# Sharing BWC video to DA's Office

- Select/highlight the videos you wish to send
- Right-click on the file(s) and click 'Tag' OR click 'Tag' at the bottom of the results pane
- Select 'Add' (Tag box will appear)
- Ensure there is a NetRMS Case Number 'tag' applied
- Click on Tag and select 'Share'. Select 'DA' from the dropdown.
- Once the DA tag is applied, copies of the video will be sent to a "bucket" which the DA can access

\*\*\*Tagging Order Matters\*\*\*



# Sharing BWC video to the DA's Office

The screenshot displays the AXON Commander web interface. The top right corner shows a user greeting: "Welcome, Juliet Dias" with links for "Import" and "Management". The main area is titled "Assets" and shows a grid of video thumbnails for the month of April 2016. Each thumbnail includes a date, time, duration, and file name. A "Tags" dialog box is open over the assets, displaying a table with the following content:

Tag	Value
Case ID	E3272241
Category	CONTACT ONLY - NO ACTION

Below the table is an "Add tag" dialog box with two input fields: "Tag:" with a dropdown menu showing "Share" and "Value:" with a dropdown menu showing "DA". The dialog has "OK" and "Cancel" buttons. At the bottom of the interface, there are buttons for "Verify", "Export", "Convert", "Burn", "Report", and "Tag". The status bar at the bottom indicates "Showing 1 - 24 of 24 items" and "Search results: 24 asset(s) found."



# Adding / Changing a User

- Sergeants can give permission for one deputy to view another deputy's video for a law enforcement purpose (i.e. writing a report, completing an SO-120)
- Deputies do not have access to other deputy's videos (detectives, supervisors, other investigators do)
- To grant a deputy access to another deputy's video you must add a user



# Adding/Changing a User

1. Highlight the desired file(s)
2. Right Click and select 'Properties'
3. The Properties window will appear with a drop down for Primary and Secondary User
4. The primary user should have the user that made the recording
5. In the secondary user field, find the user you wish to grant access to the file(s)
6. Once the secondary user has completed viewing and no longer needs access you can remove them from secondary user field and return to "None"



# Adding/Changing a User

The screenshot displays the Axon Commander 4.6.1.4 software interface. On the left is a navigation sidebar with search and filter options. The main area shows a grid of video assets from April 2016. A 'Asset Properties' dialog box is open, showing details for the asset 'X78005169-clip0349.mp4'. The 'Secondary User' field is highlighted, indicating the process of adding or changing a user.

**Asset Properties Dialog Box:**

- Title: X78005169-clip0349.mp4
- Description: (empty)
- Primary User: (none)
- Secondary User: (none)
- Start Time: 2016/04/07 11:34:20
- End Time: 2016/04/07 11:43:50
- Ingested At: 2017/08/07 10:16:57
- Area: taser axon bcie
- Source: taser axon bcie - X78005169
- Camera: X78005169
- Server: BWCPRVM01

**Asset Grid (Visible Assets):**

Asset ID	Date	Time	Duration	Format	Thumbnail
X78005169-clip0350.mp4	2016-04-07	11:45:00	6m	MP4	[Thumbnail]
X78005169-clip0349.mp4	2016-04-07	11:34:20	9m20s	MP4	[Thumbnail]
X78005169-clip0348.mp4	2016-04-07	10:31:30	10m31s	MP4	[Thumbnail]
X78005169-clip0347.mp4	2016-04-07	10:31:18	10m31s	MP4	[Thumbnail]
X78005169-clip0346.mp4	2016-04-07	07:14:44	7m10s	MP4	[Thumbnail]
5150 WELCK	2016-04-07	01:21:14	5m41s	MP4	[Thumbnail]
ATC	2016-04-07	01:19:46	1m48s	MP4	[Thumbnail]
Susp	2016-04-06	22:01:28	3m6s	MP4	[Thumbnail]
647	2016-04-06	15:02:21	3m17s	MP4	[Thumbnail]
Warrants	2016-04-06	14:53:30	5m21s	MP4	[Thumbnail]
X78023035-clip0190.mp4	2016-04-06	14:33:40	2m2s	MP4	[Thumbnail]
X78031872-clip0442.mp4	2016-04-06	13:38:44	46s	MP4	[Thumbnail]
X78031872-clip0441.mp4	2016-04-06	08:14:13	1m34s	MP4	[Thumbnail]
Tro	2016-04-06	07:50:44	2m19s	MP4	[Thumbnail]
X81003234-1086849026	2016-04-06	01:22:47	6m8s	MP4	[Thumbnail]
X81002992-1086849026	2016-04-06	02:01:54	10m23s	MP4	[Thumbnail]
415c Deli every Bill Dispute	2016-04-06	02:01:54	10m23s	MP4	[Thumbnail]





# Checking PowerBI Errors

- Sergeants should check PowerBI every shift for errors from the previous shift

The screenshot shows a Power BI report titled "BWC Video Deputy Tag Error Report" with a last update of 4/28/21 07:55 and 181 errors. The report includes a table with columns for Name, CADEventTags, DeputyEventTa..., Start Time, End Time, CAD Link, CALL TYPE, and CALLDISPO. The table lists various errors such as "EventNoTagError", "MismatchEventNo", and "MissingEventNo" for different deputies and events. Explanatory text on the left side of the report provides details for each error type, such as "EventNoTagError - This error is caused by an incorrect format being used for the deputy entered event number." and "MissingEventNo - The Deputy Event Tag was left blank. To Correct errors of this type, the deputy must enter the correct event number for the corresponding video." The report also includes a "DEPUTY NAME" filter set to "All" and a "USER DEPT/STATION" filter set to "45 RANCH SUBSTATION".

Name	CADEventTags	DeputyEventTa...	Start Time	End Time	CAD Link	CALL TYPE	CALLDISPO
Miskulin, Chad	E1234567		09/06/17 15:06:39	09/06/17 15:07:26	http://cad.sdshe.../09/06/17 15:07:26		
Miskulin, Chad	E1234567		09/06/17 15:07:46	09/06/17 15:09:00	http://cad.sdshe.../09/06/17 15:09:00		
Miskulin, Chad	E1234567		09/06/17 15:09:11	09/06/17 15:50:34	http://cad.sdshe.../09/06/17 15:50:34		
Miskulin, Chad	E1234567		09/06/17 15:44:38	09/06/17 15:45:22	http://cad.sdshe.../09/06/17 15:45:22		
Miskulin, Chad	E1234567		09/06/17 15:49:56	09/06/17 15:50:34	http://cad.sdshe.../09/06/17 15:50:34		
Tomechak, Matthew	NO TAG		03/13/18 08:52:28	03/13/18 08:55:44	http://cad.sdshe.../03/13/18 08:55:44		
Tomechak, Matthew	NO TAG		03/13/18 09:00:56	03/13/18 09:03:23	http://cad.sdshe.../03/13/18 09:03:23		
Baltz, Jose	2128		06/29/18 09:23:31	06/29/18 09:27:13	http://cad.sdshe.../06/29/18 09:27:13		
Boegler, Kevin	NO TAG		07/29/18 00:59:48	07/29/18 01:03:03	http://cad.sdshe.../07/29/18 01:03:03		
Hicks, Michael	R5203712		09/03/18 10:07:02	09/03/18 11:13:48	http://cad.sdshe.../09/03/18 11:13:48		
Hildreth, Spencer	EUNKOWN		09/11/18 17:51:27	09/11/18 18:03:48	http://cad.sdshe.../09/11/18 18:03:48		
Baltz, Jose	2128		09/13/18 07:05:32	09/13/18 07:59:56	http://cad.sdshe.../09/13/18 07:59:56		
Tomechak, Matthew	NO TAG		09/20/18 07:16:51	09/20/18 09:03:47	http://cad.sdshe.../09/20/18 09:03:47		
Boegler, Kevin	NO TAG		11/28/18 03:23:57	11/28/18 03:34:53	http://cad.sdshe.../11/28/18 03:34:53		
Miskulin, Chad	E1234567		03/01/19 13:18:33	03/01/19 13:24:24	http://cad.sdshe.../03/01/19 13:24:24		
Boegler, Kevin	E56606352		03/11/19 23:53:53	03/12/19 00:11:41	http://cad.sdshe.../03/12/19 00:11:41		
Boegler, Kevin	NO TAG		09/23/19 22:01:50	09/23/19 22:28:47	http://cad.sdshe.../09/23/19 22:28:47		
Boegler, Kevin	NO TAG		09/24/19 05:56:10	09/24/19 06:18:44	http://cad.sdshe.../09/24/19 06:18:44		
Boegler, Kevin	NO TAG		09/25/19 01:03:39	09/25/19 01:30:48	http://cad.sdshe.../09/25/19 01:30:48		
Hildreth, Spencer	E63422037		02/18/20 11:02:10	02/18/20 11:11:51	http://cad.sdshe.../02/18/20 11:11:51		
Boegler, Kevin	TEST		03/22/20 07:23:06	03/22/20 07:23:43	http://cad.sdshe.../03/22/20 07:23:43		
Tomechak, Matthew	NO TAG		09/12/20 23:47:46	09/12/20 23:50:17	http://cad.sdshe.../09/12/20 23:50:17		
Tomechak, Matthew	NO TAG		09/13/20 00:24:15	09/13/20 00:29:03	http://cad.sdshe.../09/13/20 00:29:03		
Tomechak, Matthew	NO TAG		12/04/20 13:58:48	12/04/20 14:13:36	http://cad.sdshe.../12/04/20 14:13:36		
Santalo Jr., Joaquin	NO TAG		04/15/21 16:56:08	04/15/21 17:02:33	http://cad.sdshe.../04/15/21 17:02:33		
Santalo Jr., Joaquin	NO TAG		04/15/21 17:41:23	04/15/21 18:03:36	http://cad.sdshe.../04/15/21 18:03:36		
Hildreth, Spencer	E6753979	E6754113	10/04/20 16:10:24	10/04/20 16:14:28	http://cad.sdshe.../10/04/20 16:14:28	ADMINISTRATIVE DUTIES	INFORMATION
Hicks, Michael	F4847811	F4847827	03/26/18 18:30:53	03/26/18 18:49:48	http://cad.sdshe.../03/26/18 18:49:48	ASSISTANCE NEEDED	INFORMATION

# BWC troubleshooting/FAQs/Resources

- Commander errors-Restart Computer
- Sheriff's Intranet Page→Resources→Video Analysis Unit
  - Includes steps to obtain cameras for new deputies



# Video Analysis Unit

Sgt. Robert Samuels 760-533-1701  
Deputy Ryan Christy 619-992-6550  
Deputy Chad Kelly 760-759-0477  
Deputy Tyler Muzic 619-857-3854

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