

Application for Federal Assistance SF-424		Version 02
* 1. Type of Submission:		* 2. Type of Application:
<input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision
		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify) <input type="text"/>
* 3. Date Received:	4. Applicant Identifier:	
<input type="text" value="02/08/2011"/>	<input type="text" value="OR02602"/>	
5a. Federal Entity Identifier:		* 5b. Federal Award Identifier:
<input type="text"/>		<input type="text"/>
<b>State Use Only:</b>		
6. Date Received by State:	7. State Application Identifier:	
<input type="text"/>	<input type="text"/>	
<b>8. APPLICANT INFORMATION:</b>		
* a. Legal Name: <input type="text" value="City of Portland"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN):		* c. Organizational DUNS:
<input type="text" value="936002236"/>		<input type="text" value="054971197"/>
<b>d. Address:</b>		
* Street1:	<input type="text" value="1120 SW Fifth Ave., Room 1250"/>	
Street2:	<input type="text"/>	
* City:	<input type="text" value="Portland"/>	
County:	<input type="text" value="Multnomah"/>	
* State:	<input type="text" value="Oregon"/>	
Province:	<input type="text"/>	
* Country:	<input type="text" value="US"/>	
* Zip / Postal Code:	<input type="text" value="97204"/>	
<b>e. Organizational Unit:</b>		
Department Name:		Division Name:
<input type="text" value="Portland Police Bureau"/>		<input type="text" value="Detective Division"/>
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
Prefix:	<input type="text"/>	* First Name: <input type="text" value="DeeDee"/>
Middle Name:	<input type="text"/>	
* Last Name:	<input type="text" value="Baldwin"/>	
Suffix:	<input type="text"/>	
Title:	<input type="text" value="Financial Planning Analyst"/>	
Organizational Affiliation:		
<input type="text"/>		
* Telephone Number:	<input type="text" value="503-823-5512"/>	Fax Number: <input type="text"/>
* Email:	<input type="text" value="deedee.baldwin@portlandoregon.gov"/>	

**Application for Federal Assistance SF-424**

Version 02

**9. Type of Applicant 1: Select Applicant Type:**

C. City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Office of Justice Programs

**11. Catalog of Federal Domestic Assistance Number:**

16.752

CFDA Title:

Intellectual Property Crime Enforcement Program FY 2011 Competitive Grant

**\* 12. Funding Opportunity Number:**

BJA-2011-2869

\* Title:

FY 11 Intellectual Property Crime Enforcement Program

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

City of Portland; Counties of Multnomah, Washington and Clackamas; State of Oregon

**\* 15. Descriptive Title of Applicant's Project:**

City of Portland, Oregon Police Bureau Intellectual Property Crime Enforcement Program

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16. Congressional Districts Of:

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

\* a. Start Date:

\* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="\$199,883"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="\$199,883"/>

\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes", provide explanation.)

Yes  No

21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed:

**Application for Federal Assistance SF-424**

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**\* Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt. Maximum number of characters that can be entered is 4,000. Try and avoid extra spaces and carriage returns to maximize the availability of space.

## Disclosure of Lobbying Activities

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse side for instructions.)

Public Reporting Burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. Initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="" type="checkbox"/> a. Initial filing <input type="checkbox"/> b. Material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee    Tier _____, if known:  City of Portland 1120 SW 5th Ave., Room 1250 Portland, OR 97204  Congressional District, if known:	<b>5. If Reporting Entity in No. 4 is Subawardee, enter Name and Address of Prime:</b>   Congressional District, if known:	
<b>6. Federal Department/Agency:</b> USDOJ OJP BJA	<b>7. Federal Program Name/Description:</b> Intellectual Property Crime Enforcement Program FY 2011 Competitive Grant  CFDA Number, if applicable: 16.752	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$	
<b>10a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI):  N/A	<b>b. Individuals Performing Services</b> (including address if different from No. 10a.) (last name, first name, MI):	

11. Information requested through this form is authorized by Sec. 319, Pub. L. 101-121, 103 Stat. 750, as amended by sec. 10; Pub. L. 104-65, Stat. 700 (31 U.S.C. 1352). This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: 

Print Name: Sam Adams

Title:

Mayor

Telephone No.: (503) 823-4120

Date: 2-7-11

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Standard Form-LLL (1/96)

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**Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities**

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.  
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.



### STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§ 1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); *see* Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity—
  - a) it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
  - b) it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Signature Date

Date

Sam Adams, Mayor

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
FY 2011 Intellectual Property Crime Enforcement Program  
City of Portland, Oregon Police Bureau  
Program Abstract  
Application Attachment 1

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Applicant name: City of Portland, Oregon, Police Bureau

Project title: Intellectual Property Crime Enforcement Grant

Monetary request: \$200,000

**Project goals:** 1) Identify, investigate and prosecute individuals and/or criminal organizations violating the Prioritizing Resources and Organization for Intellectual Property Act of 2008 (PROIP) and Oregon State Statutes Chapter 647 throughout the Portland-Metropolitan Area; 2) Collaborate with partnered federal and local law enforcement agencies; and 3) Work to interrupt criminal violations of Intellectual Property Crime (IPC) laws through public and law enforcement education.

**Strategies:** 1) Investigate IPC laws in partnership with the Port of Portland, Homeland Security, U.S. Postal Inspectors and other law enforcement agencies; 2) Monitor identified locations that sell counterfeit products and websites such as Yahoo!®, craigslist and eBay® for IPC violations; and 3) Conduct investigations, which will include controlled buys, search warrants, evidence seizures and prosecution.

**Deliverables:** Program performance measures will be reported quarterly to the federal grant manager.

**Coordination plans:** 1) Host monthly informational-sharing meetings for federal, state and local agencies working IPC in the metropolitan area; and 2) Hire a 0.5 FTE Multnomah County Deputy District Attorney (DDA) to assist in investigations, warrant preparation, legal advice and prosecution of IPC offenders per ORS Chapter 647.



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**Statement of Problem**

According to the International Counterfeiting Coalition, counterfeiting costs businesses approximately 200 to 250 billion dollars annually. Since 1982, global trade in counterfeit goods has grown from 5.5 billion to 600 billion dollars annually. Counterfeit merchandise has a major impact on the U.S. economy and is responsible for the loss of 750,000 American jobs, which has a direct effect on the economy through the loss of revenue for private business as well as for state and federal governments. Counterfeiters do not pay taxes. People employed by counterfeiters do not benefit from fair labor laws. Counterfeiting supports illegal activities such as organized crime, narcotics and child labor. And finally, counterfeit merchandise is not subject to federal regulation, which would ensure the goods do not pose a danger to consumers.

Currently, the Portland Police Bureau (PPB) does not address the problem of Intellectual Property Crimes (IPC) due to multi-year budget reductions and a lack of specialized training. In the past two years the bureau's White Collar Crime Detail (WCCD) has encountered cases of IPC with increasing frequency. In 2010 the WCCD sergeant was contacted by outside agencies looking for assistance to work IPC cases in the greater Portland-Metropolitan area. The following are two examples of recent IPC cases.

Early in 2010 a New York private investigator, working for BMW, called asking for assistance with a cargo container of counterfeit property coming into the Marine Port of Portland. The WCCD sergeant had to refer the investigator to a detective from a smaller local police agency with experience working IPC cases. Later in 2010 a detective from another smaller area police agency contacted the WCCD sergeant for assistance in arresting a store

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owner for selling counterfeit property in the City of Portland. In an effort to determine the scale of IPC in Portland, two detectives from the WCCD visited five locations in Portland and found evidence of suspected counterfeit merchandise in four of the five locations.

The WCCD sergeant next contacted Assistant Special Agent-in-Charge, Kelley Slaughter and Senior Special Agent, Glenn Karabeika, of the U.S. Department of Homeland Security in an effort to further identify the scope of the IPC problem in the Portland-Metropolitan Area. Agent Karabeika indicated there is a great need for IPC investigations at the state and local levels. He further indicated his agents usually only have the ability to interrupt counterfeiting by seizing the products. They are not able to conduct investigations on all seizures. Homeland Security estimates they receive approximately four IPC cases per month and cannot investigate all of them. He further indicated his desire to partner with PPB WCCD.

The WCCD sergeant also contacted Detective Sergeant Joe Colistro of the Port of Portland Police Department. Sergeant Colistro is in charge of all criminal investigations stemming from the Portland International Airport. He indicated his unit handles IPC cases and he would welcome PPB into the IPC fray. He offered to partner in investigations and provide training. The marine division of the Port of Portland handles 13 million tons of commercial cargo each year and is the third largest commercial port on the west coast. The bureau would assist Customs/Homeland Security with IPC interdiction at the port.

The greater Portland-Metropolitan area has an estimated population of 1.5 million people and is the largest urban and economic center in Oregon. The Portland Police Bureau is the largest law enforcement agency in the state with over 700 sworn officers. The WCCD is located in the bureau's Detective Division and is comprised of a supervisory sergeant, six detectives and

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one forensic examiner. The WCCD has a close working relationship with the FBI, IRS, Social Security Administration, the U.S. Postal Inspectors and the private sector. The WCCD is an active member of the Metro Area Financial Intelligence Association (MAFIA). MAFIA is comprised of banks and lending institution investigators partnered with local, state and federal law enforcement to share information on suspects, cases and financial crime trends and schemes. The WCCD sergeant is in regular contact with Supervisory Special Agent Joe Boyer of the FBI's Northwest Region of White Collar Crime. They regularly share information for the purposes of investigation and deconfliction. The agencies plan to work together for a unified effort against IPC in the Portland-Metropolitan area.

Since the highest concentration of population in the state is located in the Portland-Metropolitan area, it would be cost effective to train two detectives and deploy them as Intellectual Property Crime Enforcement Team (IPCET) detectives within the Portland Police Bureau. This training would be possible with grant funding. The bureau has frozen spending on fee-for-trainings and travel for three years due to budget reductions. The WCCD sergeant would be part of the IPCET as the Supervising Sergeant. The team will address all IPC cases in which they have attained expertise to identify counterfeit products as well as be informed and cognizant of the growth of IPC in Portland. The team will also be available to assist other agencies and provide training to PPB officers and other law enforcement agencies as they gain expertise in IPC, which will sustain the IPC project after the grant period ends.

#### **Project Design and Implementation**

The main component of this program is the Intellectual Property Crime Enforcement Team (IPCET) detectives, both whom are seasoned bureau detectives. They conducted the

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fieldwork to determine the scope of the IPC problem in Portland.

With grant funding, the IPCET detectives will begin investigating IPC cases with the intent of prosecuting each one. The team anticipates it will identify and investigate approximately 80 IPC cases during the grant period. The purchase of two grant-funded laptops will allow for full mobility when contacting potential online IPC suspects in the field independent of City of Portland Internet Protocol addresses. The detectives will also be able to expedite processing seized evidence.

The IPCET will create and host a Monthly Intelligence Information Exchange (MIIE). The MIIE will reach out to all the local, state, and federal law enforcement agencies for the purpose of information sharing, deconfliction and identifying IPC targets. The MIIE will focus on investigations, on-going prosecutions, best practices and trends. Security personnel from private sector victim companies will be included in these meetings.

Additionally, the MIIE will use the Regional Information Sharing Systems program (RISS) as well as the Oregon State Intelligence Network (OSIN), the Financial Crimes Enforcement Network (FINCEN) and the Narcotics and Dangerous Drugs Information System (NADDIS) for deconfliction. The WCCD sergeant will identify appropriate training for the IPCET. If awarded grant funding, the IPCET will attend the International Anti-Counterfeiting Coalition (IACC) Conference in the spring of 2010. Additional training specific to IPC will be identified.

In order to educate the public, IPCET will create and deploy several web links on the bureau's public website that will educate the public about IPC. The IPCET detectives will also attend PPB patrol Roll Calls once a month and a community meeting quarterly. This will

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educate both groups in the location and identification of counterfeit products and the availability of specialized IPCET detectives to follow leads. This will be achieved as much as possible during the detectives' regular work hours but the WCCD sergeant may authorize overtime as needed. The bureau anticipates the two IPCET detectives will work approximately 10 hours a week on overtime on IPC cases due to their regular White Collar Crime Detail case load. Overtime monies paid with grant funds will be directly tied to IP cases. Overtime will be paid only at the end of an hourly shift (8 or 10 hours) or over 40 hours in a week.

The creation of the IPCET alone would not be successful without the availability and support of a dedicated Deputy District Attorney (DDA) to handle IPC prosecutions for the bureau. Multnomah County's funding/budgets have suffered more than the City's in the past three years. The Multnomah County District Attorney's Office has been able to retain several DDAs with Recovery Act grant money but that revenue source is at an end. The bureau's grant proposal provides funding for a 0.5 FTE DDA Level III for 12-months. The Level III designation ensures a higher level of expertise in prosecutions. The DDA will become an expert in IPC and handle all IPCET cases presented for prosecution.

The IPCET's proposed program implementation will allow for the success of their goals and objectives.

*Goals and Objectives*

Goal 1: The PPB IPCET will identify and investigate 80 IPC Cases in the Portland-Metropolitan Area.

Objective 1: IPCET will identify store, strip malls and flea markets in the Portland-Metropolitan Area that are involved in IPC by performing bi-weekly walk-throughs for counterfeit

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merchandise.

Objective 2: IPCET will identify IPC cases, which stem from organized crime or gang affiliation, and work with the FBI, the PPB Gang Enforcement Team (GET), and the U.S Attorney's Office to investigate and prosecute IPC crimes. The IPCET detectives will take the lead in the IPC portion of these investigations.

Objective 3: The two IPCET detectives will surf internet auction websites such as Yahoo!®, Craig's List, and ebay® to identify possible subjects trafficking in IPC products. This activity is planned for approximately five hours a week for each IPCET detective.

Objective 4: The two IPCET detectives will continually communicate with partners in the Port of Portland, Marine Division and the U.S. Customs/Homeland Security. The detectives will investigate the leads provided by these partners for new IPC cases.

Objective 5: IPCET will follow up leads provided by the private sector partners.

Objective 6: The two IPCET Detectives will conduct controlled buys of verified IPC products found in stores or online.

Objective 7: The IPCET detectives will follow through on all cases stemming from controlled buys, investigations or tips by making arrests and preparing the cases for prosecution.

Goal 2: The IPCET will share information with federal and local law enforcement to ensure deconfliction of cases.

Objective 1: The IPCET will ensure deconfliction by using RISS and all other law enforcement databases currently available to bureau members.

Objective 2: IPCET will host monthly meetings of local, state and federal agencies involved in IPC for information sharing and further deconfliction.

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Goal 3: Hire a 0.5 FTE Deputy District Attorney.

Objective 1: Multnomah County will hire a 0.5 FTE Deputy District Attorney Level III for 12-months to work on IPC cases. This will ensure review and prosecution of IPC cases.

Objective 2: Attend specialized IPC training as a member of the IPCET.

Goal 4: Train the IPCET in specialized IPC training. Training for the team, which will be accomplished with grant funding, will lead to sharing IPC knowledge with community members.

Objective 1: The WCCD sergeant will send the IPCET members and the assigned Deputy District Attorney (DDA) to the annual International Anti-Counterfeiting Coalition Conference in the spring of 2011.

Objective 2: The WCCD sergeant will identify and send the IPCET members and assigned Deputy District Attorney (DDA) to two additional IPC Trainings.

Objective 3: The IPCET will create web links off the bureau's public website to help citizens identify counterfeit products and to better understand applicable crimes.

Objective 4: The IPCET detectives will attend PPB patrol Roll Calls once a month and attend one community meeting a quarter. This will allow the Team to inform and educate patrol officers in the identification of counterfeit products, to educate the community about IPC and notify both groups of the availability of the specialized IPCET detectives to assist them with IPC cases.

*Performance Measures*

The WCCD sergeant will collect and track all data related to the IPCET's program work. The data will include the number of offenders arrested for violation of intellectual property laws,

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the number of local intellectual property-related search warrants served and the number of intellectual property-related tips/leads received.

**Capabilities and Competencies**

As described in Chapter 647 of the Oregon Revised Statutes the Portland Police Bureau, as a law enforcement agency in the State of Oregon, is authorized to investigate crimes relating to IPC and arrest perpetrators involved in such crimes.

The WCCD sergeant will be designated as the grant program manager for the grant period. The sergeant will be responsible for the day-to-day decisions regarding IPCET field activities and federal grant reporting. The current WCCD sergeant has 26 years as a sworn PPB member; a B.S. from Portland State University; 22 years as an investigator/detective and three years as a detective sergeant in charge of WCCD. The current WCCD detective has 12 years as a sworn PPB member; a B.A. from California State University; six years as a detective; and is a member of the Innocent Images FBI Taskforce. The second WCCD detective has 23 years as a sworn PPB member with seven years as a detective, three of which have been investigating financial crimes. The WCCD is, and the IPCET will be, under the direction of the Property Crimes Lieutenant and the Detective Division Commander.

The Detective Division has four awarded grants: The Bureau of Justice Assistance FY08 Edward Byrne Memorial Justice Assistance Grant (JAG) Program; the National Institute of Justice (NIJ) FY08 "Solving Cold Cases with DNA;" the NIJ FY10 "Solving Cold Cases with DNA;" and the Office of Community Oriented Policing Services FY10 Child Sexual Predator Program.

The WCCD sergeant will generate a two semi-annual progress reports that demonstrate



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the Detail's Performance Measures. The City's Office of Management and Finance will complete the online Quarterly Financial Status Reports on behalf of the Bureau. All performance measure data will be kept for a minimum of three years after the close of the grant period and be available for review as required by the Office of Justice Programs 2009 Financial Guide.

**Performance, Evaluations, Sustainability**

*Impact & Outcomes and Evaluation*

The WCCD sergeant will review and evaluate the IPCET's program work quarterly in order to determine which cases are the most cost effective and have the biggest result impacting IPC through arrests, property seized and the level of interruption to trafficked goods. This evaluation will direct the focus of IPCET activities for the next quarter.

*Plan for Collecting Data for Performance Measures*

The IPCET will enter all IPC cases into the bureau's case management system (PPDS). A special code will be assigned to the grant project for all written documents to ensure accurate reporting within PPB and to the grantor. The WCCD sergeant will also create a spreadsheet to track pertinent statistics such as number of offenders arrested, search warrants served, number of tips/leads and number of cases presented for prosecution. This spreadsheet will also capture the performance data mentioned in the PRO IP Act Annual Report FY 2010, which includes the number of defendants involved in each prosecution, the conviction rate, the number of investigations completed and the average sentence for each crime.

*Sustainability*

The knowledge, training and IPCET program work gained during the grant period will be incorporated into the Detective Division's WCCD policies and protocols. Intellectual Property

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Crime knowledge and training materials will be made available to bureau members and the community thus ensuring the continuation of the program's work after the grant period ends. Also, the working relationships with the bureau's partners will be stronger, more productive, and therefore, more likely to continue their IPC collaboration. The DDA will have the expertise and knowledge to incorporate IPC case prosecutions into their daily caseload beyond the grant period. The bureau's WCCD has the structure, staffing, expertise and commitment to meet all goals stated in this proposal.

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**Budget Detail**

**A. Personnel: \$83,457.07**

<u>Position</u>	<u>Computation</u>	<u>Cost</u>
Supervising Detective Sergeant - overtime rate for 12-month program \$40.75 x 0.02 FY12 contract raise = \$41.56 x 1.5	\$62.35/hour x 325 hours	\$20,263.75
Detective - overtime rate Two detectives working 522 OT hours each for 12-month program \$39.56 x 0.02 FY12 contract raise = \$40.35 x 1.5	\$60.53/hour x 1,044 hours	<u>\$63,193.32</u>

**B. Fringe Benefits: \$1,210.13**

Fringe benefits on overtime hours are limited to FICA, Workman's Compensation and Unemployment Compensation.

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Medicare	1.45% x \$83,457.07	1,210.13

**C. Travel: \$22,962.00**

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
International Anti-Counterfeiting Coalition Conference Washington, DC Four Detail members	Air - 4 tickets x \$500 each Lodging - 4 x 3 days x \$211/day Per diem - 4 x 3 days x \$71/day Rental car - 3 days x \$90/day Conference fees - 4 x \$500/person	\$2,000 2,532 852 270 <u>2,000</u> \$7,654.00
Two additional out-of-town trainings To be determined Four Detail members at each training	Air - 2(4 tickets x \$500) Lodging - 2(4 x 3 days x \$211/day) Per diem - 2(4 x 3 days x \$71/day) Rental car - 3 days x \$90/day Conference fees - 4 x \$500/person	\$4,000 5,064 1,704 540 <u>4,000</u> \$15,308.00

**D. Equipment: Not applicable**

**E. Supplies: \$6,589.44**

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
Laptop computers per city standard	2 x \$1,400.73 each	\$2,801.46
Wireless mouse	2 x 30.00 each	60.00

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Microsoft Office Suite software packages per city standard	2 x	323.99 each	647.98
NetMotion Client Purchase	2 x	300.00 each	600.00
Cost of Access Point	2 x	600.00 each	1,200.00
Verizon Aircards (Wi Fi) for 12 months	2 x	45.00/month	1,080.00
Carrying cases for laptop computers	2 x	100.00 each	<u>200.00</u>

**F. Construction:** Not applicable

**G. Consultants/Contracts:** **\$85,665.30**

Inter-governmental agreement with Multnomah County for 0.5 FTE DDA

<u>Position</u>	<u>Computation</u>	<u>Cost</u>
0.5 FTE Deputy District Attorney Level III Salaried position for 12-month program	\$59.00 per hour x 1,044 hours (Leap year)	\$61,596.00

Fringe and Benefits	0.5 of base salary = \$43,000	
FICA	7.65% x 43,000	\$3,289.50
Retirement	15.86% x 43,000	6,819.80
PERS Bond	6.50% x 43,000	2,795.00
Worker's Compensation Liability Insurance	1.25% x 43,000	537.50
Liability Insurance	2.50% x 43,000	1,075.00
Unemployment Insurance	0.60% x 43,000	258.00
Retiree Medical Insurance	2.00% x 43,000	860.00
Long Term Disability	0.75% x 43,000	322.50
Health Beneficial Admin	0.90% x 43,000	387.00
Health & Dental Insurance		<u>7,725.00</u>
		\$24,069.30

**H. Other Costs:** Not applicable

**I. Indirect Costs:** Not applicable

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**Budget Summary**

<u>Budget Category</u>	<u>Amount</u>
A. Personnel Costs:	\$83,457
B. Fringe Benefits:	\$1,210
C. Travel:	\$22,962
D. Equipment:	
E. Supplies:	\$6,589
F. Construction:	- 0 -
G. Consultants/Contracts:	\$85,665
H. Other Costs:	- 0 -
I. Indirect Costs:	- 0 -
<b>Total Project Costs:</b>	<hr/> \$199,883
<b>Federal Request:</b>	\$199,883
<b>Non-Federal Amount:</b>	0

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**Budget Narrative**

Section A: Personnel: (\$83,457) This expense will allow the Portland Police Bureau to pay overtime for a Supervising Detective Sergeant and White Collar Crime Detail Detectives to work on the Intellectual Property Crime program for twelve months. The Detail will conduct undercover work both on the web and in the field, execute search warrants, process seized evidence and prepare reports for prosecution. Since Intellectual Property (IP) cases will be added to WCCD's overall workload these monies are needed to ensure the new Intellectual Property Crime (IPC) cases are handled appropriately, thoroughly and followed through to prosecution.

Section B: Fringe Benefits (\$1,210) This expense reflects the employees' fringe benefits reimbursable by the grant. Fringe benefits on overtime hours are limited to FICA, Worker's Compensation and Unemployment Compensation. As the City of Portland is a reimbursing, or self-paying, employer, only Medicare is eligible for overtime reimbursement per labor contract.

Section C: Travel (\$22,962) This expense will allow for three projected trips for training/conferences. The Bureau has not been equipped to address IPC in the past due to lack of resources, training and manpower. Grant funding will allow IPC Detail members to attend trainings in the identification of counterfeit products, which is critical for the program's success. The budget allows four people - a Supervising Sergeant, two Detectives and the assigned Deputy District Attorney (DDA) to attend two trainings and one International Anti-

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Counterfeiting Coalition Conference (Washington, DC, Spring 2012) during the grant period. The travel estimates are based on costs using the Government Services Administration (GSA) travel guidelines, <http://www.gsa.gov>. The two additional trainings/conferences will allow the Detail members to learn how to identify IP merchandise. Due to the vast amount of trademarked IP merchandise multiple trainings will allow a higher level of proficiency.

Section D: Equipment: There are no equipment expenses associated with this grant request.

Section E: Supplies (\$6,589) This expense will allow for the purchase of two laptop computers with wireless mice. The laptops will have full internet capabilities for access to internet auction sites and all software required to run all the bureau databases as well as provide access to the bureau's mainframe. These computers are needed for the IPCET detectives to conduct covert internet auction site investigations for subjects selling counterfeit products. In order to increase quality and timeliness of investigation, the computers will also be used by the IPECT detectives to write reports, process, categorized evidence seized in the field as it is collected and access the full complement of PPB databases, which currently are only available to detectives on their desktop computers back at the office.

The purchase price of the laptops, mice, software and connectivity modules are based on City of Portland purchasing contracts. Each laptop computer will need the current city standard Microsoft Office Suite; NetMotion Client Purchase, which is the purchase of a license that allows the laptop to communicate wirelessly with the Police Network; Cost of Access Point,

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which will allow access to the internet and the network through its internal wireless device; and Verizon access cards or aircards, which will allow access to the internet or network when the Detail members and their laptops are not in the vicinity of the Cost Access Point units.

In addition to the laptops, computer carrying cases are required. The specific cases were selected due to their padding, lightweight, detachable pockets for evidence kits and the fact they blend in well for undercover stings.

Section F: Construction (\$-0-) There are no construction expenses associated with this grant.

Section G: Consultants/Contracts (\$85,665) This expense provides funding for a 0.5 FTE limited term Deputy District Attorney III for the 12-month grant program. An intergovernmental agreement with Multnomah County will authorize funding and define fiscal responsibilities between the City of Portland, Oregon Police Bureau and the Multnomah County District Attorney's Office.

Section H: Other Costs (\$-0-) There are no other expenses associated with this grant.

Section I: Indirect Costs (\$-0-) There are no indirect expenses associated with this grant.



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**Month One of grant award and authorization (October 2011 per solicitation)**

- Detail Detectives start working IPC Detail two ten-hour days per week.
- Detail Detectives begin checking online websites for IPC merchandise.
- Supervising Sergeant starts process to gain approval through chain of command to obtain IPC link on the official Portland Police Bureau (PPB) website.
- Supervising Sergeant starts procurement process to obtain approved program supplies.
- Supervising Sergeant obtains internet provider subscription.
- Supervising Sergeant obtains unique tracking code from PPB Records for tracking IPC reports.
- Supervising Sergeant sends out meeting notices to agencies, which will include the Multnomah County District Attorney's Office, state, local and federal agencies, for IPC informational exchanges with the goal of avoiding interference of each other's cases.
- Detail Detectives start process to identify locations selling IPC merchandise by doing walk-throughs of stores, strip malls and flea markets in bureau jurisdiction.
- Detail Detectives start networking with Customs/Homeland Security and Port of Portland for leads/tips and assistance.
- The Supervising Sergeant researches program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.
- Supervising Sergeant creates in-house statistical tracking spreadsheet to assist with program performance measures.

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- Detail Detectives contact PPB Gang Enforcement Team (GET) and attend division Roll Calls to network regarding IPC cases.

**Month Two (tentatively scheduled as November 2011)**

- Supervising Sergeant completes procurement of approved program supplies.
- Detail Detectives obtain link to IPC websites on PPB website.
- Detail Detectives continue research of online websites selling IPC merchandise.
- Detail Detectives continue to identify locations in Portland-Metropolitan area that deal in IPC.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Detail Detectives identify potential IPC cases and leads for cases and start investigations after deconfliction through websites and discussions with Deputy District Attorney.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

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- Detail Detectives attend another bureau Roll Call for information sharing and outreach.

**Month Three (tentatively scheduled as December 2011)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution. This includes written reports, custody reports, citations, property receipts and evidence all logged for court.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

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**Month Four (tentatively scheduled as January 2012)**

- Supervising Sergeant evaluates program progress and direction for the best use of grant monies in keeping with projected goals.
- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**January 30, 2012**

- Complete and submit quarterly financial status report to granting authority.

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**Month Five (tentatively scheduled as February 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**Winter 2012**

- Supervising Sergeant, Detail Detectives and Deputy District Attorney may attend an IPC training or conference depending on training opportunities.

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**Month Six (tentatively scheduled as March 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**Spring 2012**

- Supervising Sergeant, Detail Detectives and Deputy District Attorney attend the International Anti-Counterfeiting Conference in Washington, DC.

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**Month Seven (tentatively scheduled as April 2012)**

- Supervising Sergeant evaluates program progress and direction for the best use of grant monies in keeping with projected goals.
- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

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**April 30, 2012**

- Complete and submit semi-annual performance measures report and quarterly financial status report to granting authority.

**Month Eight (tentatively scheduled as May 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.



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**Month Nine (tentatively scheduled as June 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.
- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**Month Ten (tentatively scheduled as July 2012)**

- Supervising Sergeant evaluates program progress and direction for the best use of grant monies in keeping with projected goals.
- Detail Detectives working IPC cases pursue developing leads online five hours a week.

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- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**July 30, 2012**

- Complete and submit quarterly financial status report to granting authority.

**Month 11 (tentatively scheduled as August 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.

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- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.
- Supervising Sergeant continues research of program-specific IPC training for Detail Detectives, Supervising Sergeant and Deputy District Attorney.

**Summer 2012**

- Supervising Sergeant, Detail Detectives and Deputy District Attorney may attend an IPC training or conference depending on training opportunities.

**Month 12 (tentatively scheduled as September 2012)**

- Detail Detectives working IPC cases pursue developing leads online five hours a week.

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- Detail Detectives continue monitoring locations within Portland-Metropolitan area that traffic in IPC merchandise with walk-throughs and checks of strip malls, flea markets and stores.
- Supervising Sergeant and Detail Detectives engage in ongoing discussion with Deputy District Attorney on case presentation for successful prosecution.
- Detail Detectives pursue investigations and develop cases, which are presented to the Deputy District Attorney for prosecution.
- Supervising Sergeant and Detail Detectives host and attend monthly IPC meetings. Discuss program sustainability plans for when the grant ends.
- Detail Detectives attend another bureau Roll Call for information sharing and outreach.
- Detail Detectives collaborate with GET on IPC cases with gang ties.
- Detail Detectives investigate all leads from Homeland Security/Customs and Port of Portland.

**October 30, 2012**

- Complete and submit semi-annual (and final) performance measures report and quarterly financial status report to granting authority.

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**CITY OF PORTLAND, OREGON**

**30000298**

**POLICE SERGEANT**

FLSA Status: Exempt

Union Representation: Portland Police Association

**Class Summary:**

This is first-line supervisory police work. Employees occupying positions of this class are responsible for the direct supervision of law enforcement and related support service personnel in the area of assignment on an assigned shift. In the capacity of first line supervisor, the employee is directly responsible for the safety of the public by the effective coordination of the work of subordinate law enforcement personnel. Employees can be assigned to a precinct or to a special unit within the Bureau. Although the emphasis is on supervision, the employee will also be involved in training new employees; maintaining records; preparing reports, and other duties related to the functioning of the assigned unit. This level of supervision includes enforcing personnel rules and labor contract provisions and recommending personnel actions, such as recommending discipline, suspension, discharge, in addition to evaluating performance of subordinates. Duties are performed independently under the administrative supervision of a police officer of higher rank who occasionally reviews completed work for conformance to policies and for accomplishment of desired results.

**Examples of Work:**

- Assigns officers to districts and briefs them on specific assignments and key information; inspects subordinate personnel; patrols field areas to check officers in the performance of duties; and gives advice and assistance when necessary.
- Screens arrests to assure compliance with the law, departmental regulations, rights of citizens, and reasonableness of arrest.
- Supervises the activity of a specialized unit, squad, or small shift unit; serves as acting commander of a large shift unit in the commander's absence; directs, plans, and reviews work of subordinate uniform and supporting personnel engaged in training, tactical unit, juvenile, intelligence, criminal investigation, and similar activities; schedules leave time; arranges substitutions for sick and injured; arranges for acting sergeant during absence, and prepares reports on employee performance.
- Reviews incident and activity reports submitted by subordinates; evaluates and returns them for correction as needed.
- Reports to the scene of serious crime to supervise and coordinate police activities; responds to the finding of dead bodies, police vehicle accidents, and incidents involving injured officers and discharged police firearms.

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Police Sergeant, continued

- Evaluates, counsels, explains Bureau policies, and provides on-the-job training to subordinate employees.

**Not all the work performed is specifically described. Not all tasks are done at all work locations.**

**Knowledge, Skills and Abilities: (At time of appointment)**

- Considerable knowledge of laws, codes, and statutes as they relate to investigative techniques and procedures, rules of evidence, and the rights of suspects and defendants.
- Knowledge of modern police practices and methods and principles of crime prevention.
- Knowledge of accident prevention principles and skill in their application.
- Some knowledge of the principles of supervision, organization, and administration.
- Skill in using good judgment and making decisions in stressful situations and in analyzing and adapting to new situations quickly.
- Skill in understanding and executing oral and written instructions.
- Skill in establishing and maintaining effective working relationships with subordinates and the general public.
- Skill in operating assigned equipment skillfully, safely, and in conformance with applicable laws or regulations.
- Skill in the use and care of firearms.

**Special Requirement:**

Possession of a valid state driver's license.

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**Class History:**

Adopted: 08-19-75

June 2009 - Change Job Class number from 5134 to 30000298, due to system change.

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**CITY OF PORTLAND, OREGON**

**30000302**

**POLICE DETECTIVE**

FLSA Status: Covered

Union Representation: Portland Police Association

**Class Summary:**

This is highly skilled criminal investigation work. Employees occupying positions of this class are responsible for performing the most complex and difficult criminal investigative duties. Work involves the application of special knowledge and techniques in the processing, follow-up, and investigation of alleged crimes. Work also involves performing undercover operations, operating technical investigative equipment, and interpreting data. Employees may be assigned to a special project where individual skills and abilities can be utilized. Assignments are received from superior officers and usually entail the processing and investigation of the case until it is cleared or completed. This class is distinguished from that of Police Officer by the greater intensity and scope of investigations as well as the greater responsibility for effectively interrogating hostile or reluctant persons and for preparing the more complex cases for presentation in criminal court. Incumbents are expected to identify the priorities of work, request assistance as needed, and organize their work for efficient completion. Supervisors coordinate needs for assistance, provide advice and counsel upon request, interpret Bureau policy, approve priorities, and provide administrative supervision. Work is reviewed for completeness and conformance to requirements for rules of evidence.

**Examples of Work:**

- Receives and reviews reports of possible criminal activities; determines if further investigation is needed and if incident is related to other crimes or incidents; obtains additional evidence necessary to prosecute; or clears case by searching for-evidence and interrogating persons.
- Visits businesses where criminals are likely to attempt to sell stolen items in order to identify such items; apprehends persons who stole them and those who knowingly assisted them; suppresses traffic in stolen goods and identifies the rightful owners of the stolen articles.
- Investigates fire scenes to collect information; determines whether fire was caused by arson, gathers and prepares evidence necessary for presentation in court.
- Investigates incidents where fraud, extortion, theft, robbery, homicide, felonious sex offenses, and similar crimes are alleged to gather facts, determine if a crime were committed, and carry through the process until the case is concluded; supervises other personnel assisting with investigation.

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
FY 2011 Intellectual Property Crime Enforcement Program  
City of Portland, Oregon Police Bureau  
Additional Attachments: Project Timeline, Position Descriptions,  
Résumés and Letter of Assurance  
Application Attachment 4

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Police Detective, continued

- Locates and interviews witnesses; cultivates informants, determines their relative reliability, evaluates their information, and follows up on leads provided; executes arrest and search warrants.
- Reviews computer disks, audio and videotapes for evidence of criminal activity.
- Administers polygraph examinations; determines where silent burglary detection devices should be installed; installs and monitors them; and makes arrests.
- Evaluates evidence obtained; discusses case with District Attorney; gathers additional evidence, as necessary; and testifies in court.

**Not all the work performed is specifically described. Not all tasks are done at all work locations.**

**Knowledge, Skills and Abilities: (At time of appointment)**

- Considerable knowledge of criminal investigation techniques and practices.
- Considerable knowledge of the rules of evidence, arrest for probable cause and similar laws and statutes.
- Knowledge of and skill in the operation of common personal computer hardware and software, audio and video taping equipment.
- Skill in reviewing a multitude of information related to a criminal incident, identifying the key elements, and from this, developing a case which can be successfully prosecuted.
- Skill in testifying clearly, cogently, and creditably in criminal court.
- Skill in planning and organizing work independently.
- Skill in expressing ideas effectively orally and in writing.

**Special Requirement:**

Possession of a valid state driver's license.

**Working Conditions:**

Work in this class is typically performed both in an office environment and in the field. Detectives may be required to attend autopsies if assigned to homicide detail. Detectives are also subject to being called back to work during emergencies and may be required to carry a pager.

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**Class History:**

Adopted: 08-19-75

Revised and re-established: 11-19-01

June 2009 - Change Job Class number from 5150 to 30000302, due to system change



184424



**MULTNOMAH  
COUNTY**

MULTNOMAH COUNTY  
Established Date: Jan 1, 1990

**DEPUTY DISTRICT ATTORNEY 3**

Class Code:  
6253

**SALARY RANGE**

\$37.34 - \$55.34 Hourly  
\$3,248.53 - \$4,814.49 Semi-Monthly  
\$6,497.06 - \$9,628.98 Monthly  
\$77,964.72 - \$115,547.76 Annually

**DEFINITION:**

The Deputy District Attorney 3 performs professional legal work and is the advanced-journey level classification, and the initial supervisory level, within the Deputy District Attorney series. Incumbents are assigned to criminal prosecution, Juvenile prosecution or child support enforcement. Felony prosecutions assigned to this classification focus on crimes against persons, such as homicide, sexual and/or physical abuse, assault, rape and specialized duties such as intake evaluation, arson and hazardous waste prosecution. The Deputy District Attorney 3 may also perform assigned higher level duties in the absence of the Deputy District Attorney, Senior.

The Multnomah County District Attorney's Office prosecutes crimes committed in Multnomah County and provides legal and support services to ensure expedient criminal prosecutions, child support enforcement, neighborhood prosecution, assistance to crime victims, juvenile delinquency and dependency representation, and prosecution on behalf of the State of Oregon.

The District Attorney's Office is divided into two divisions: The Felony Division and the Family and Community Justice Division. Under general direction, The Deputy District Attorney 3 will evaluate and prosecute complex, highly publicized and sensitive felony cases; supervise or lead a project, section or team of professional, paraprofessional or support staff; provide legal advice to law enforcement agencies investigating crimes; advise, counsel and conduct special training for Deputy District Attorneys and law enforcement personnel; and to do other work as required.

**DISTINGUISHING CHARACTERISTICS**

The Deputy District Attorney 3 differs from the Deputy District Attorney 2, that prosecutes primarily simple felony cases, such as property crimes, and does not lead/supervise other professional attorneys, nor prosecute the highest level felony cases. It also differs from the District Attorney, Senior, which acts as manager of a major work unit.

**EXAMPLES OF DUTIES:**

**ESSENTIAL FUNCTIONS** (Essential functions, as defined under the Americans with Disabilities Act, may include the following duties and responsibilities, knowledge, skills and other characteristics. Depending upon assignment, the incumbent may perform a

184424

combination of some or all of the following duties, which are a representative sample of the level of work appropriate to this classification.)

Assists in the development, recommendation and implementation of administrative policies and procedures related to criminal prosecution.

May supervise a small work unit or project team; provides input into hiring, disciplinary and performance issues; provides lead assistance to Deputy District Attorneys regarding case strategy and case law.

Conducts victim advocate training; teaches basic criminal law, search and seizure and other law enforcement classes.

Participates in homicide scene investigations; reviews crime site and advises on seizure of evidence; assists investigators with search warrant affidavits.

Litigates criminal cases, particularly those involving violent crimes against persons, including rape, assault and robbery 1 and automobile homicides; examines prospective trial jurors to select an impartial jury; examines and cross-examines witnesses; argues objections and mid-trial motions; presents closing arguments; litigates pre-trial motions and prepares trial strategy to prosecute criminal cases; analyzes admissibility and determines presentation of witnesses and evidence; subpoenas and prepares witnesses for testifying; prepares legal briefs and oral arguments; coordinates prosecution of multijurisdictional felonies and felons.

If assigned to Juvenile, prepares cases and litigates offenses and crimes, from misdemeanors to complex felonies, in which the offender is a Juvenile; consults with and advises police agencies in the course of investigations, including application to the Court for orders that assist law enforcement in information gathering; reviews police reports and makes charging decisions; initiates and prosecutes dependency petitions assigned to bring juveniles within jurisdiction of the Court; consults with Children's Services Division and other child network and safety groups and schools in the course of investigating child welfare and safety matters; prepares dependency and delinquency proceedings for trial, and presents case to court for adjudication.

Processes return indictments and conducts court arraignment appearances; presents indictments to judge and recommends bail amounts; makes pretrial release recommendations; negotiates case resolution with defense counsel; conducts plea appearances.

Analyzes facts and legality of felony criminal investigations; determines whether investigations are complete and sufficient to be presented to the Grand Jury for a charging decision; pursues formal indictment process; analyzes police reports, evidence and search warrant affidavits; reviews legal issues and requests further investigation; interviews, prepares and subpoenas witnesses to testify; provides legal instruction to jury members.

Formulates and recommends appropriate sentences based on criminal conviction; evaluates pre-sentence investigation reports; presents evidence and witnesses to support sentencing recommendations.

Provides support and assistance to victims; assists in obtaining counseling and other victim services; informs victims of case proceedings; releases case information to the media.

Analyzes probation violation reports to determine whether to proceed with probation violation hearings; presents evidence and examines witnesses; recommends sentencing.

184424

**SUPERVISION RECEIVED AND EXERCISED:**

Receives direction from a Deputy District Attorney 4.

**KNOWLEDGE/SKILLS/ABILITIES REQUIRED:**

Comprehensive knowledge of principles and practices of criminal law; principles and techniques of judicial procedure and rules of evidence; statutes, rules and case law relating to grand jury proceedings, criminal pleading, detention, arrest, search and seizure, self-incrimination, right-to-counsel, other criminal procedures and prosecutorial immunity and liability; techniques of persuasion; sentencing guidelines for felons; legal research procedures and methods; principles and techniques of negotiation; police investigation techniques; professional responsibility and ethics; basic principles of forensics; principles of psychology and psychiatry related to criminal behavior; laws relating to forfeiture of property by felons.

Skill to interpret and apply legal principles and procedures; analyze and organize facts and evidence; research, analyze and prepare legal documents; effectively and persuasively present facts, evidence, precedents and recommendations to judges and juries; provide accurate and practical legal advice.

Skill to obtain cooperation from young, reluctant and/or traumatized crime victims.

Skill to communicate effectively, both orally and in writing; establish and maintain cooperative working relationships with government officials, law enforcement and court personnel, prosecuting and defense attorneys and the public.

**MINIMUM QUALIFICATIONS REQUIRED FOR ENTRY:**

Any satisfactory combination of experience and training that demonstrates possession of the required knowledge and skills is qualifying. Must be a current member of the Oregon State Bar in good standing.

**CLASSIFICATION TYPE/FLSA/HISTORY:**

**Type:** Union Classification.

**FLSA:** Exempt

**History:**

Revised Oct 2009

Established Jan 1, 1990

For more info please contact the District Attorney HR (503) 988-5706 x85706

**PSG:**

6253

**Susan L. Kruger**

19451 S. Badger Drive, Oregon City, Or. 97045

Work phone # 503-823-8097

Cell phone # 503-793-7532

Professional Experience

2009 - Present    Detective Sergeant, White Collar Crime Detail, Detective Division, Portland Police Bureau

This detail handles all embezzlement cases with a loss of over \$10,000, Ponzi schemes, wire fraud and some check cases. This position, as known as Supervising Sergeant, supervises seven detectives, one who is currently assigned to the Regional Forensic Laboratory. The position assigns cases, supervises investigations, manages work time and working with Deputy District Attorneys who prosecute White Collar Crime. The position also promotes ongoing training and is a liaison to the banks and private sector financial institutions that we work with regularly.

2007 - 2009                      Robbery Detail, Detective Division, Portland Police Bureau

Investigated all armed robberies in the Portland-Metropolitan area, responded to page (call) outs for in-custody interviews and developed cases to be presented to the Multnomah County District Attorney's Office for prosecution. This was a proactive unit that did surveillances, served search warrants and used informants.

2006                                      Joined the Hostage Negotiation Team, Portland Police Bureau

2004 - 2007                      Sex Crimes Detail, Detective Division, Portland Police Bureau

Investigated all sex crimes perpetrated against victims 14 years and older. This included responding to the hospital to interview victims and collect evidence, preparing cases for court, handling crime scenes, testifying at trial if needed and being on-call.

2003 - 2004                      Internal Affairs Division, Portland Police Bureau

Investigated internal complaints on all bureau members. This included interviewing witnesses, suspects and complainants. This position required being familiar with all union bylaws and presenting the case to Command Review Board with a recommendation for a finding when the investigation was done.

Education and Training

1975 - 1980    Bachelor of Science in Criminal Justice, Portland State University

**Susan L. Kruger**

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- 1980            Basic Corrections Academy, Oregon Board of Police Standards and Training -  
Seven week academy
- 1983            Basic Police Academy, Oregon Board of Police Standards and Training - Seven  
week academy
- 1993            Detective Police Academy, Portland Police Bureau - Six week academy
- 1995 - 2003    Detective coach for probationary detectives  
2004 - 2009

Each probationary detective works for three months in three different assignments. A coach is responsible for their trainee for those three months, which includes writing evaluations, observing their work, discussing weaknesses and strengths and making a recommendation at the end of the rotation.

- 2003            Basic Internal Affairs Conference, one week  
Las Vegas, Nevada by Third Degree Communications
- 2007            Basic FBI Hostage Negotiation School, one week  
Board of Police Standards and Training
- 2008            Robbery Investigation School, four days  
Third Degree Communications

Certificates

- 2007            Commendation Medal, investigation and prosecution of serial rapist

## Carol E. Thompson #22818

PROFESSIONAL EXPERIENCE:

*Portland Police Bureau*      **Police Detective**      2004 until present

- **White Collar Crime Unit**      -2 years
- **Child Abuse Team Detective**      -4 years
- **Detective Rotation**      -1 year
- SE Detectives
- Fraud Unit
- Homicide
- Afternoons General Assignment

**Police Officer**

Southeast Precinct      4/96 – 3/2004

- **Crime Analyst**
- **Neighborhood Liaison Officer**
- **Field Training Officer**

Probationary Rotation      09/94-04/96

*Gladstone Police Department*      **Reserve Police Officer**      01/91-09/94

**9-1-1 Emergency Dispatcher**      06/89-09/94

EDUCATION:

California State University - Crime & Investigative Analysis  
 Clackamas Community College - Criminal Justice & Emergency Communications  
 Mt. Hood Community College - Electronic Engineering  
 East Stroudsburg State University - Health & Physical Education

TRAINING:

\*\*Multiple trainings in the investigation of felony Financial Crimes  
 \*\*Multiple trainings in the investigation of felony Physical and Sexual Abuse against children

Detective Academy	Detective Survival Awareness/Street Survival
Crime Analysis Applications	Numerous Computer Applications Courses
Crime Intelligence Analysis	Map Information Course
Criminal Investigative Analysis	Instructor Development Seminar
Spanish for Public Safety Employees	Oregon Mountain Bike Officer
Response to Critical Incidents Seminar	Verbal Judo-Managing Violent Encounters
Emergency Telecommunications	Emergency Medical Communications

PROFESSIONAL HIGHLIGHTS:

- Detective on Multnomah County Multidisciplinary Team (MDT) for Child Abuse
- Uniform Patrol Officer
- Neighborhood Liaison Officer
- Field Training Officer
- Southeast Precinct Crime Analyst
- Member of the Crime Analysis Work Improvement Team
- Southeast Precinct's representative for bi-weekly Mayor's meeting
- Researched, developed, and helped implement numerous Directed Patrol Missions
- Researched, developed, and implemented the "Parked Vehicle Safety Program" for Southeast Precinct
- Developed the "Neighbor Safe 2000" presentation for Southeast Precinct neighborhoods
- Worked with NRT & SNO in developing and implementing numerous community partnership agreements
- Developed numerous "time sensitive" analysis projects and presentations for Command staff and citizen committees

<b>Cheryl Waddell</b>	
1111 SW 2 <sup>nd</sup> Ave ,Suite 1326, Portland, Oregon 97204 (503) 823-0697 cwaddell@portlandpolice.org	
Current Assignment	Detective, White Collar Crime Detail, Portland Police Bureau
Experience	<p>White Collar Crime Detective</p> <p>February 2010 -- Present Portland Police Bureau, Portland, OR</p> <ul style="list-style-type: none"> <li>▪ Co-Wrote Federal grant for Intellectual Property Enforcement</li> <li>▪ Financial Investigative Techniques Training</li> <li>▪ Investigation of Felony Fraud and Theft crimes</li> </ul>
	<p>Sex Crimes Unit Detective</p> <p>September 2005- February 2010 Portland Police Bureau, Portland, OR</p> <ul style="list-style-type: none"> <li>▪ Lead Detective Sex Offender Registration Unit 2006-2010</li> <li>▪ Co-Wrote initial grant for Sex Offender Registration Unit 2007</li> <li>▪ FBI Task Cyber Crimes Task Force- Innocent Images Internet Investigations August 2006-February 2010</li> <li>▪ Member of Oregon Attorney General's Sexual Assault Task Force September 2006-September 2008</li> <li>▪ Lead Detective for Sexual Assault cases involving Internet/ Computers</li> <li>▪ Investigation of Child Prostitution/ Human trafficking August 2006-2009</li> </ul>
	<p>Detective-General Assignment September 2004-September 2005</p> <ul style="list-style-type: none"> <li>▪ Promotion Probation/ Training rotation through investigative details</li> </ul>
	<p>Community Police Officer Patrol</p> <p>February 1999-Sept 2004 Portland Police Bureau, Portland, Oregon</p> <ul style="list-style-type: none"> <li>▪ Rapid Response Team/ Weapons of Mass Destruction Instructor April 2004-2007</li> <li>▪ Instructor Development Course August 5, 2003</li> <li>▪ CPR/ First Aid- Instructor May 2002-2004</li> <li>▪ Spanish Emersion trip Oaxaca Mexico February 2003</li> <li>▪ Spanish Language and Culture June 2001</li> <li>▪ Cadet Advisor August 2001-2004</li> <li>▪ Crisis Intervention Team Training May 2002</li> <li>▪ Peer Support Training April 2002</li> </ul>
Awards	<p>Life saving Metal- November 2004Multnomah County Community Justice Appreciation award- 2006</p> <p>Numerous letters of commendation</p>

Education	California State University, Fullerton, California August 1987-May 1992 <ul style="list-style-type: none"><li>▪ BA Criminal Justice</li><li>▪ Independent Study Abroad , London England, 3.5 GPA</li></ul>
Interests	Interests include Finical Equity Investments and computer technology
References	References are available on request.

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**Your Name**

Address, phone, fax, email



Lieutenant Jeffrey M. Kaer #23818  
Portland Police Bureau

**POSITION:** Lieutenant – Detective Division PPB

**OBJECTIVE:** Taking a pro-active role in providing quality leadership and supervision to an integral division within the Bureau.

**WORK HISTORY:** Sworn Officer Portland Police Bureau 1990 - Present  
Machinist- Wacker Siltronic 1989 - 1990  
Machinist- Nicolai Company 1980 - 1989

**EXPERIENCE:**

- Sworn member of the Portland Police Bureau April 1990 – present
- Field training officer instructing new recruit officers.
- Firearms, Defensive Tactics, PVO, and Patrol Tactics Instructor training new and tenured officers and command staff.
- Supervisory Sergeant – Patrol, supervision of operations for a detail of officers.
- Supervisory Sergeant – Forensic Evidence Division, supervision of Criminalists and non-sworn Identification Technicians; personnel issues, and budgeting.
- Lieutenant – Detectives, supervising 4 Sergeants and 30 Detectives.
- Commander Hostage Negotiation Team – Supervised 3 Sergeants and 18 Detectives in detached assignment, responding to high risk callouts.
- Lieutenant – Family Services, supervising 4 Sergeants, 16 Detectives, and 12 Officers in the investigation of Child Abuse and Domestic Violence.
- Lieutenant – Detectives, supervising 4 Sergeants, 38 Detectives, and 8 Admin Support staff; investigations of Fraud, Robbery, Sexual Assault, and Human Trafficking.

**EDUCATION:**

- High School Diploma
- Oregon DPSST 1990; PPB Advanced Academy 1990
- BS Criminal Justice Administration

**CERTIFICATES:**

- Basic, Intermediate, Advanced, and Supervisory Certificates from Oregon Department of Public Safety Standards and Training (DPSST).
- NIMS 100, 200, 300, 400, 700, and 800.

## **Edward R. Brumfield**

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20000 Torrey Pines Dr  
Oregon City, OR 97045

Phone: 503-823-2064  
Fax: 503-823-2113  
ebrumfield@portlandpolice.org

### **Career Summary**

A proven leader with over twenty-eight years of experience in the Portland Police Bureau. I have demonstrated the ability to foster teamwork and build relationships while serving as: Commander of the Special Emergency Reaction Team, Lieutenant of the Metro Explosive Disposal Unit, Person Crimes Lieutenant, Homicide Sergeant, and HNT Sergeant. I have brought positive change to each assignment and have a record of dedicated service to the organization and the citizens of Portland.

### **Work History**

**Commander, Detective Division** January 2011 - Present

**Captain, Professional Standard Division** July 2010 - January 2011

During a reorganization in the Police Bureau I was assigned as the Division Manager of the Professional Standards Division. In this position I reported to the Director of Services and was responsible for Internal Affairs as well as Standards and Accountability. I was the Police Bureau lead in establishing the new Police Review Board which was required by City Ordinance.

**Captain, Internal Affairs Division** December 2009 - July 2010

As Captain of Internal Affairs I was the Division Manager working for the civilian Professional Standard and Accountability Director. I worked closely with the office of Independent Police Review and the Citizens Review Committee. I was responsible for the oversight of all police administrative investigations involving misconduct.

**Lieutenant, Tactical Operations Division** September 2006 - December 2009

As a lieutenant in Tactical Operations Division I had responsibility for the management of the Metro Explosive Disposal Unit (MEDU), the Special Emergency Reaction Team (SERT), and the Air Support Unit (ASU). As team commander for SERT I have helped to improve the Bureau's response to critical incidents by assisting in the implementation of our current 'critical incident command' program. I have successfully improved the working relationship between SERT, HNT, EDU and Incident Command by helping to build better teamwork and communication. Management of these specialty units includes oversight of several million dollars of worth of highly technical equipment in addition to ongoing research and development of current tactics and technology.

## **Edward R. Brumfield**

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### **Homicide Sergeant, Detective Division April 2000 - June 2005**

As sergeant in the Homicide Detail I was responsible for the supervision of investigations related to homicide, assault, bias crimes, missing persons and officers use of deadly force. I was the team leader of two separate task force murder investigations, both of which resulted in the identification and conviction of the suspect. I supervised over seventy-five homicide investigations and several high profile officer involved deadly force investigations. I was on the Police Bureau's work team assigned to rewrite the policy covering deadly force and deadly force investigations. I established and maintained very close working relationships with individuals both inside and outside our organization, including the District Attorney's Office, Oregon State Police Crime Lab, Oregon State Medical Examiners Office, police unions and attorneys along with numerous outside agencies and citizen groups. I helped implement change as well as review and respond to recommendations made by the Police Assessment Resource Center.

### **Sergeant, Drugs and Vice Division June 1994 - April 2000**

During this assignment I supervised the vice detail and liquor license investigators. I set the direction and priority of our investigations focusing on investigating and prosecuting those individuals who were profiting from others involved in prostitution. I served on the executive board of the Western States Vice Investigators Association as Director of Training and gave numerous educational presentations to police officers, citizen groups, teachers, parents, and teenagers regarding the pimp - prostitute relationship. We assisted many young adults and children in getting out of this very damaging and dangerous lifestyle. I built strong relationships with the District Attorneys Office and a number of social service agencies, counselors, and outreach workers to provide the best service we could for each individual we came in contact with. As an additional duty, I became the first detached sergeant for the Hostage Negotiators Team (HNT) and responded as team leader to HNT callouts.

### **Sergeant, Training Division January 1993 - June 1994**

While assigned to the Training Division my responsibilities included supervision of in-service training, probationary services, advanced academy, the police vehicle operations program, and the patrol tactics program. As supervisor of these disciplines I was responsible for ensuring that the training delivered was consistent with the missions and goals of the organization. I was an instructor in firearms, patrol tactics and police vehicle operations.

### **Sergeant, North Precinct February 1991 - January 1993**

As a sergeant at North Precinct I was assigned to the night relief which was comprised of many young officers of varied experience. This provided me with an excellent opportunity to coach, mentor and lead while developing as a new sergeant. As a first line patrol supervisor I responded to high risk calls on a regular basis. I was successful at improving teamwork not only inside the relief but also with other shifts, precincts, investigative units and the community. I quickly gained a reputation as a solid supervisor and received recognition from my subordinates as well as my supervisors.

## **Edward R. Brumfield**

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### **Narcotics Officer, Drugs and Vice Division March 1987 - January 1991**

As a narcotics officer I was able to improve and develop my investigative skills. I demonstrated a strong commitment to teamwork and continually looked for new and innovative investigative methods. I was one of the first investigators in Drugs and Vice to use video recording as evidence and often assisted others with their cases by installing and operating the equipment. I helped design and build a surveillance vehicle for the division which utilized some of the most updated equipment at the time. I was successful in a number of investigations involving upper mid level dealers which resulted in some of the largest seizures in the division.

### **Patrol Officer April 1982 - February 1991**

The majority of this time was spent working uniform patrol with the exception of several months in the North Precinct Street Crimes Unit and the listed time in the Drugs and Vice Division.

### **Additional Assignments, Awards, Activities**

#### **Youth Sports Coach**

2 Portland Police distinguished service commendations

Portland Police Achievement Medal

Team Sergeant for Hostage Negotiators Team

Alternate Lieutenant for Hostage Negotiators Team

Team Commander Special Emergency Reaction Team

Attorney Generals Task Force on Deadly Force

Director of Training for WSVIA

1980 Outstanding Administration of Justice Student, Lower Columbia College

### **Education and Training**

Associate in Arts, Administration of Justice

Lower Columbia College Longview, WA

Portland State University Law Enforcement Public Safety Mid Management Course

National Tactical Officers Association Swat Commanders School

Op Tac International Advanced Tactical Command School

FBI Hazardous Devices School Bomb Squad Executive Management Course

NTOA Critical Incident Management Class

OTOA Basic SWAT School

FBI Basic Hostage Negotiator School

Over 3,000 hours of specialized law enforcement training



**CITY OF PORTLAND, OREGON**



**Bureau of Police**

Sam Adams, Mayor

Michael Reese, Chief of Police

1111 S.W. 2nd Avenue • Portland, OR 97204 • Phone: 503-823-0000 • Fax: 503-823-0342

Integrity • Compassion • Accountability • Respect • Excellence • Service

February 7, 2011

James H. Burch, II  
Acting Director  
Bureau of Justice Assistance  
Office of Justice Programs  
810 Seventh Street NW, Fourth Floor  
Washington, DC 20531

**RE: FY 2011 Intellectual Property Crime Enforcement Program Letter of Assurance**

Dear Mr. Burch:

Thank you for this opportunity for the City of Portland to apply for the Bureau of Justice Assistance FY 2011 Intellectual Property Crime Enforcement Program grant in order to increase and enhance the Portland Police Bureau's enforcement of state and federal Intellectual Property crimes.

The Portland Police Bureau is a municipal law enforcement agency authorized to uphold the laws of the United States of America and State of Oregon. The Portland Police Bureau (PPB) is authorized to investigate and prosecute Intellectual Property crimes through Oregon Revised Statute Chapter 647, Trademarks and Service Marks; Music Royalties. Several sections of the Oregon Revised Statute cover intellectual property crimes including specifically ORS chapter 647.135 trademark counterfeiting. Several sections of the chapter make this conduct criminal including; ORS 647.140, Trademark Counterfeiting in the third degree, a Class A Misdemeanor, ORS 647.145, Trademark Counterfeiting in the second degree, a Class C Felony, and ORS 647.50, Trademark Counterfeiting in the first degree a Class B Felony.

Currently, the bureau does not address the problem of Intellectual Property Crimes (IPC) due to lack of specialized training and budget reductions. In the past two years the bureau's White Collar Crime Detail (WCCD) has encountered cases of IPC with increasing frequency. Grant funding will allow for specialized training of two detectives as part of the newly created Intellectual Property Crime Enforcement Team (IPCET). Intellectual Property Crime investigations will be done as much as possible during the detectives' regular work hours but the supervising sergeant may authorize overtime as needed. The Police Bureau anticipates the two

Community Policing: Making the Difference Together  
An Equal Opportunity Employer

City Information Line: 503-823-4000, TTY (for hearing and speech impaired): 503-823-6868 Website: [www.portlandpolice.com](http://www.portlandpolice.com)

FY 2011 Intellectual Property Crime Enforcement Program Letter of Assurance.

Page Two

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IPCET detectives will work on IPC cases approximately 10 hours a week on overtime due to their regular WCCD caseload. The overtime project work is only possible with grant funding.

The creation of the IPCET alone will not be successful without the availability and support of a dedicated Deputy District Attorney (DDA) to handle IPC prosecutions for the bureau. Multnomah County's funding/budgets have suffered more than the City's in the past three years. The Multnomah County District Attorney's Office has been able to retain several DDAs with Recovery Act grant money but that revenue source is at an end. The bureau's grant proposal provides funding for a 0.5 FTE DDA Level III for 12-months. The DDA will become an expert in IPC along with the detectives and handle all IPCET cases presented for prosecution.

In order to effectively increase IPC enforcement, the City of Portland is asking for \$199,883 to fund the following for 12-months:

1. Expenses related to training and travel for members of the Intellectual Property Enforcement Team (IPECT);
2. Salary and fringe benefits for 0.5 FTE Deputy District Attorney Level III;
3. Overtime and allowable fringe benefits for IPCET Supervising Sergeant and Detectives; and
4. Two laptops, software and equipment to investigate IPC cases using the internet in an undercover capacity independent of City of Portland Internet Protocol addresses.

The IPCET's program work, including the work of the DDA, will not be a part of, or co-mingled with, the City's Edward Byrne Justice Assistance grant programs and the Project Safe Neighborhood grants, in which the City is a sub-recipient.

The WCCD and IPCET have the structure, staffing, expertise and commitment to meet all goals stated in this proposal.

Thank you for your consideration of the City's grant proposal.

Sincerely,



Sam Adams  
Mayor  
City of Portland

cc: Chief Michael Reese, Portland Police Bureau  
Commander Ed Brumfield, Detective Division, Portland Police Bureau