
Homeless Persons Procedure

427.1 PURPOSE AND SCOPE

This procedure is to provide guidelines for Union City Police Department's response to homelessness related calls for service.

427.2 POLICY

It is the policy of the Union City Police Department to provide law enforcement services to all members of the community while protecting the rights, dignity, and private property of the homeless. Reference Lexipol Policy 427 Homeless Persons, for additional policy information.

427.3 RESPONSE TO HOMELESSNESS CALLS

The following steps should be followed when members of this agency locate and/or are dispatched to a homeless encampment or homelessness related call for service.

- (a) Note the location of the encampment, to include if the encampment is located on City of Union City property, if the property is owned privately, or located in another jurisdiction.
- (b) Take photos of the encampment from positions and areas where it is legal to do so (if necessary).
- (c) Provide a Homeless Resource Guide (UCPD form #180) to homeless persons if contacted.
- (d) Provide the appropriate District Commander and/or the assigned Homeless Program Manager with an email detailing the location, information, and photos of the homeless encampment.

Criminal Activity:

The Police Department will respond to in-progress crimes and reports of criminal activity at homeless encampments. Officers shall be dispatched and will respond to criminal activity at homeless encampments like any other call for service in the City of Union City.

Quality of Life, Blight, and Community Complaints - No Criminal Activity:

The Police Department will take a balanced approach in responding to ongoing community complaints for quality of life and blight issues involving homeless persons and encampments.

If there is no reported criminal activity, homelessness complaints should be forwarded to the appropriate District Commander and/or Homelessness Program Manager for review. UCPD's response to homelessness issues that do not involve criminal activity, should be limited to the following:

- (a) The appropriate District Commander and/or the Homelessness Program Manager should be notified of homeless encampment(s).

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- (b) The information regarding homeless encampment(s) will be forwarded to the City of Union City's Homeless Coordinator, by the appropriate District Commander or the Homeless Program Manager.
- (c) The District Commander and/or the Homeless Program Manager should work with the City's Homeless Coordinator to determine the jurisdiction responsible for the encampment. The District Commander and/or the Homeless Program Manager should work with the City's Homeless Coordinator to ensure the responsible jurisdiction is taking appropriate action.
- (d) PD staff can contact City Civil Engineer (Farooq Azim) or Public Works (Murry Chang) to get clarification on encampment locations if ownership/jurisdiction of the property where an encampment is unclear or disputed.
- (e) The City of Union City has adopted a procedure to conduct clean-ups on public property. The notification of these clean-ups is posted by the City's Homeless Coordinator. These notices are titled, "NOTICE OF REMOVAL OF PERSONAL PROPERTY FROM CITY PROPERTY." The City of Union City's Public Works Department is responsible for collecting and storing the personal property. UCPD personnel may be requested to simply provide security for these identified clean-ups.

427.4 INTERACTING WITH HOMELESS INDIVIDUALS AND RESOURCES TO BE PROVIDED

The following steps should be followed when members of this agency believe one or more persons involved in a call for service are homeless.

- (a) Confirm if the involved person(s) are homeless after the call is stabilized.
- (b) Ask Fremont Dispatch to attach any related driver's license or identification information to the CAD detail. (Fremont Dispatch does not automatically attach driver's license or identification information to CAD details).
- (c) Provide a Homeless Resource Guide (UCPD form #180) to homeless persons.
- (d) Employees can either add or ask Fremont Dispatch to enter the code "HPC" (Homeless Person Contacted) into the comment section of the CAD detail.

427.5 REVISIONS

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