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SYSTEMS APPROACH TO CRIME PREVENTION

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KNOXVILLE POLICE DEPARTMENT

CRIME PREVENTION UNIT

SYSTEMS APPROACH TO CRIME PREVENTION

KNOXVILLE POLICE DEPARTMENT

NCJRS

MAY 1988

JUN 30 1988

ACQUISITIONS

The Knoxville Police Department has developed an integrated service delivery model, whereby a systems approach is utilized to bring about desired results and a commitment to crime prevention by the entire community. The use of a systems approach to crime prevention is essentially based on historical and traditional roles of police, the business community, schools, the residential community, service organizations, governmental support services, special interest groups, and other elements comprising the community which has resulted in a fragmentation of crime prevention efforts. The Knoxville Police Department has tried both preventive patrol and traditional patrol as a way to combat crime and increase crime prevention within the community. This has led to fragmentation of crime prevention efforts and frustration from within the department as well as in the community.

Over the last two decades, the citizens and police have realized that the police by themselves are limited in their ability to reduce crime and that citizens must become involved to bring about significant reductions in crime rates. Considerable attention has been focused on community crime prevention programs of various types such as blockwatch, neighborhood watch, and property identification and although these programs constitute a strong basis for reducing crime and creating an atmosphere of involvement between the citizen and police, the potential of a comprehensive approach to crime prevention has not been realized.

Traditional policing methods and myths have prevented the complete integration of police personnel in crime prevention activities. The Knoxville Police Department utilizes a traditional policing model for crime prevention, in that a separate and distinct crime prevention unit operates removed from the main stream of the department and performs functions considered to be generalist in nature. The impact of crime prevention activities and programs have been significant even though the department has continued a form of separatism through traditional policing methodologies.

Compounding the problem of developing a comprehensive crime prevention program has been the fragmentation of the activities and reduced involvement of citizens in developing strategies and clear definitions of what crime prevention ought to be.

In February, 1986, the Knoxville Police Department was one of five sites selected by the Bureau of Justice Assistance, Office of Community Crime Prevention, to receive federal funding for the development of a crime prevention initiative. Basically, the initial proposal stated that although crime prevention programs used in the past (Operation ID, neighborhood watch, etc.) were good, they did not go far enough nor were they

comprehensive enough to make a significant reduction in crime or crime-related activities.

What the Knoxville Police Department proposed to do was to develop a comprehensive crime prevention plan, based on a systems approach and needs assessment, and publicize the plan for community consumption and integration in the total urban planning process. The results of this plan would be disseminated through the development of a crime prevention council/commission who would make decisions of what areas would receive specific crime prevention services.

A basic generic process was established that includes three components: **Planning---Analysis---Service Delivery.** Each element of the community, police, interagencies, community participants, and private organizations would be actively involved in each component or phase based on their respective ability and capacity. See the attached Crime Prevention Program Model Chart.

In Knoxville, an Assessment Team was developed that included members from all city agencies, including schools, fire, codes, traffic engineering, service, police, recreation, as well as representatives from other appropriate agencies, i.e. Metropolitan Planning Commission, Tennessee Department of Corrections, Knox County Juvenile Court, Knoxville Community Development Corp., Knoxville Utilities Board, South Central Bell Telephone Company, and any other organizations that had an interest in crime prevention activities. Once these organizations co-opted into the idea that crime prevention was everyone's problem, we began to look toward developing an operational information base.

The information base is a key ingredient to the development of such an undertaking. Without data on the area, known as the descriptive package, it is hard to make rational and sound decisions on where to concentrate the efforts so that they do the most good. Some examples of the information to be collected in the data base included serious habitual offender information for both adults and juveniles, crime analysis data, fire incident data, neighborhood/community data, business development data, urban development, growth patterns, traffic flow patterns, recreational development, and community-base organizational data. The establishment of this database is critical to the development of a comprehensive assessment of the community and the identification of key data sources to coordinate the implementation of prevention strategies.

Once the data base is developed and the data is analyzed, the service delivery component will serve as the primary point of implementation of the prevention strategies developed from the descriptive package. The police concerns will be directed toward prevention program management and the integration of prevention strategies into the primary service deliver components of the
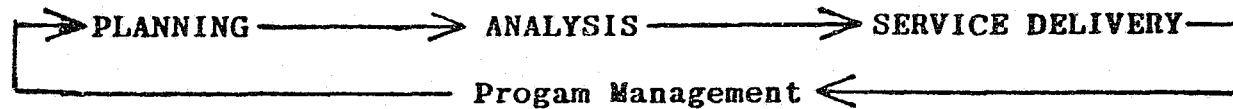
organization, patrol, investigations, and special services. Each organization or element will be vested with specific role expectations in the delivery of services. During the development of the descriptive and prescriptive packages, interactive participation will be emphasized and the need for continuation of interactive communication to assist the organization in the delivery of effective services. This service delivery approach will permit all participants to focus on problem-oriented issues, rather than traditional methods of providing services in a reactive nature.

The crime prevention program that is being used by the Knoxville Police Department is shown in Table 1, Crime Prevention Program Model. Under the planning area is shown the various agencies that would be involved in the program. This list is very broad and general and allows the community or city to include any agencies that they wish. In the analysis column, the list includes specific people that would be involved in the planning process and that would be involved in the collection and analysis of data. Column three, the service delivery column, shows the persons in the various agencies that would be recipients of the data.

Table 2, the Neighborhood Profile, shows a area map with various types of data listed. This represents the descriptive portion of the project. This list can include any or all of the various types of information listed and can include any other data that might be available in a community or city. The Strategy for Change, shown in Table 3, represents the prescriptive package and would include specific types of programs or assistance that may be needed in the area being profiled.

The rest of the information presented in this outline of the Crime Prevention program in Knoxville will address the program model and how it was organized and the descriptive package. We will begin to explain some of the prescriptive programs that are being developed; however, the prescriptive portion is still being developed and refined.

CRIME PREVENTION PROGRAM MODEL

PLANNING ⟶ ANALYSIS ⟶ SERVICE DELIVERY
⟵ Progam Management ⟵

		Mgt. Review Team	Profile Team	Community Action Team
P	**Police**	Chief/Designee Div. Heads - Patrol - Inv. - Prevention - Comm. Relations - Program Manager	Program Manager - Crime Prev. Spec. - Crime Analysis - Patrol Beat Officer - Inv. Officer	Program Manager - Prevention Spec. - Community Relations - Patrol - Inv.
A **R** **T** **N**	**Multi-Agency**	Policy Maker - Schools - Social Services - Probation - Recreation - Comm. Development - Comm. Relations	Representative(area) - Information Sharing - Program Input	Rep. Serv. Group(area) - Manager/Superv. - Field Personnel
E **R** **S**	**Community Agencies**	Community Leader(formal) - Churches - Clubs - Associations	Representative(area) - Information Sharing - Program Input	Community/Neighborhood(area) Representative - Formal - Informal
H **I** **P**	**Private Sector**	Business Leaders(formal) - Chamber - Jr. Chamber - Civic Clubs - Retail Asso. - Trade Groups	Representative(area) - Information Sharing - Program Input	Neighborhood Businesses - Local Businessmen

TABLE 1

NEIGHBORHOOD PROFILE

Police Workload
- Calls for Service
- Consumed Time

Crime Information
- Part I
- Part II
- Arrest Data
- Suspect Data

Environmental Info.
- Street Conditions
  - Access
  - Exit
- Lighting
- Parks
- Tree/Shrub Conditions
- Abandoned Vehicles
- Housing Conditions
- Pedestrian Flow
- Natural Barriers
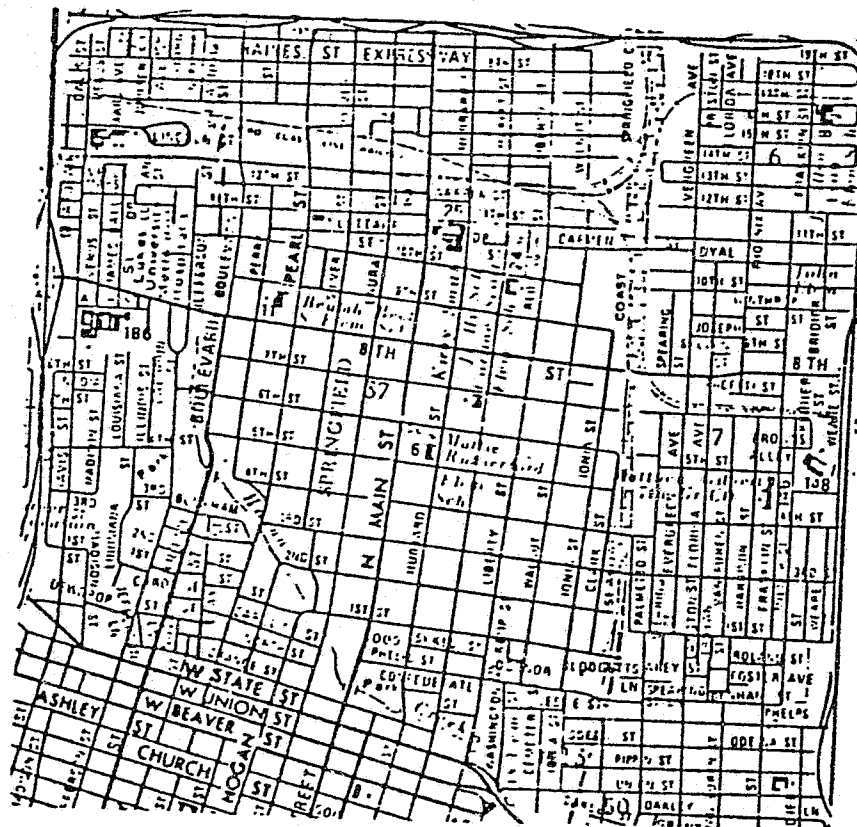
Offender Information
- Serious Habitual Off.
  - Juvenile
  - Adult
- Known Offender
- Probation

Special Intelligence
- Drug Dist. Patterns
- Prostitution
- Runaways
- Missing Children
- Gus Registration
- Gangs

Community Information
- School Incident
  - Victimization
  - Vandalism
  - Crime
  - Abuse
  - Violence
  - Gangs
  - Truancy
- Neighborhood
  - Housing Type
  - Treatment Centers
  - Churches
  - Mass Transportation
  - Community Organizations

TABLE 2

Intervention
- Abuse
- Runaway

Education and
Awareness
- Public Education
  - Police
  - Schools
  - Community
- Media Comm.
- Drug Abuse

Resource Coordination
- Police
- Social Services
- Urban Planning
- Code Enforcement
- Traffic Engineering
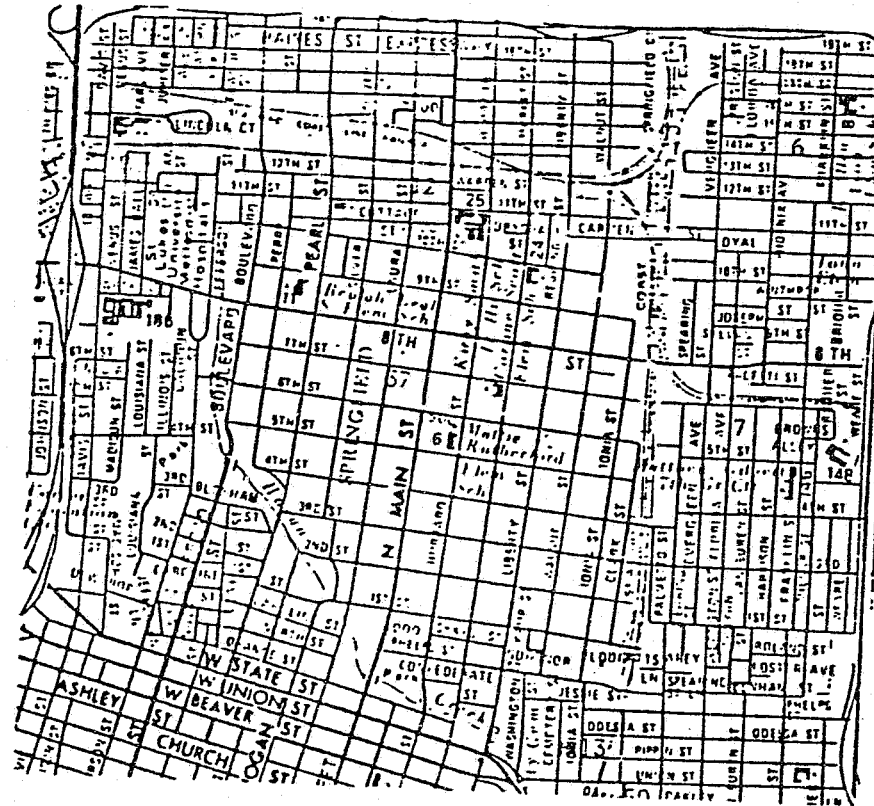
Reduction of Oppt.
- C.P.T.E.D.
- Neighborhood Watch
- Housing Surveys
- Code Enforcement
- Business Initiative

Program Development
- New Initiatives

Apprehension
- Serious Habitual
  Juvenile Offender
- Directed Patrol
- Offender Targeting
- Warrant Services
- Special Operations

TABLE 3

CRIME PREVENTION PROGRAM MODEL

CRIME PREVENTION PROGRAM MODEL

The Knoxville Police Department, through the Crime Prevention Unit, formed a city-wide Assessment Team or Management Review Team made up of representatives from all city departments as well as other government agencies, schools, corrections, etc. A complete list of participants is shown in Table 4. Not all of the agencies elected to participate by sending representatives to the meetings; however, we always notify them of meetings. On April 7, 1986, the Mayor of Knoxville issued an executive order to all city departments stressing the importance of the crime prevention project and soliciting their support. See Table 5.

The first meeting was held on November 19, 1986 and at this meeting, the systems approach to crime prevention was outlined to the represented agencies. Assessment Team meetings were then scheduled each month. During the initial team meetings, time was spent in learning about each agency - what there goal is, how they operate, types of records kept, and other data. It became obvious early on in the meetings, that many of us did not know very much about the other departments and/or agencies.

Because the Knoxville Police Department was to be the lead agency in this project, we began to develop our data bases for the descriptive package. The Knoxville Police Department maintains its calls for service data based on traffic zones. These traffic zones are small geographical areas that have set boundaries and are more frequently known as sub-census tracts. Some of the traffic zones are quite small (several city blocks in the downtown area) to extremely large in the outlying areas of the city. Even though our beats are frequently modified or changed, the traffic zones remain consistent and allow us to maintain both current calls for service data as well as historical service data.

It was decided to develop the descriptive package based on traffic zones for the City of Knoxville. There are 160 such zones. The Crime Prevention Unit met with the Assessment Team to discuss the gathering of information by traffic zones. What we found out, was that each agency or department maintained various amounts of data, but all the data was in various formats and did not represent defined areas, such as traffic zones. Some of the agencies had their data on computer, others were still using manual methods of data collection. Some agencies collected and maintained data by census tracts, zip codes, districts, street address, alphabet or some other self-designed zones or community configurations. If quickly became evident that no two agencies collected data using the same areas or consistent with any other agency.

The Crime Prevention Unit then decided to contact each agency individually and review their records and if necessary to

collate the data into traffic zone format. Since some of the agencies involved cannot release their data because of confidentiality issues, we worked closely with those agencies to help place the needed data into the correct zones. The Tennessee Department of Corrections and Tennessee Department of Human Services are two such agencies whose records are confidential.

The data, once gathered, was to be placed into a Traffic Zone Profile. See Table 6 for a copy of the profile. The Traffic Zone Profile can contain as much information as you wish to include on an area and you define the area you are wanting to describe. The cover sheet is a checklist of various types of information that can be included in a profile. Some of the information is relatively easy to collect, such as churches, apartments, social agencies, health-related agencies and services. The Assessment Team reviewed the profile data and made suggestions for additions or deletions in the profile.

Although this descriptive package for 160 traffic zones was admirable, it was not possible to develop this much data. After many months, the Knoxville Police Department Crime Prevention Unit decided to modify the information by consolidating the traffic zones into areas called Small Area Studies (SAS). These SAS areas are thirty-three areas developed by the Metropolitan Planning Commission for purposes of defining neighborhoods. All of the data previously gathered in the Traffic Zone Profiles was transferred to the SAS. These 33 areas make the data much easier to gather and allows us to keep the integrity of the neighborhood together. Table 7 contains a copy of the SAS profile. Much of the information contained in the SAS profile is similar to the Traffic Zone Profile.

The data collected in the SAS profiles will never be finished as it will be periodically reviewed and updated and as new information becomes available on each of the small areas, the profile data will be added to the existing information. The data gathered in the profiling will also be made available to each of the Assessment Team agencies for use in their planning of activities for their departments or agencies.

Another source of data that has been added to the profiles is data taken from a community survey implemented during the summer of 1986. The survey was conducted by telephone and through a massive mail-out. A total of 755 surveys were completed. The survey was divided into a total of 81 questions based on the following general areas:

1) General demographic data
2) Fear and perception of crime
3) Victim-Offender relationship
4) Attitudes about police services

A copy of the survey is attached in Appendix A for your review. All of the data collected from the survey was utilized except the

third section concerning victim-offender relationships. Because of faulty design of the survey, the data collected was ambiguous and confusing and therefore was not used for data collection.

In an effort to gather more information on local crime in Knoxville, the Crime Prevention Unit will initiate at least two other crime surveys as a part of this program. The first survey will deal with victimization of students in the local school system. We want to get some idea as to who the victims are as well as who the offenders are. This survey will focus on students from grades six through twelve randomly selected and will hopefully provide both the police department and school officials with facts on teenage crime victims. This survey will be tested in the spring of 1988 with implementation in the fall. A draft copy of the survey is included in Appendix B.

A third survey will be directed toward known crime victims in the city. Although the survey has not been designed, we will be calling randomly selected victims of crime (taken from the offense reports) to find out how the crime has effected them as well as the level of police services that they received and their satisfaction with the service provided. This survey will be conducted during the summer months. Once all the survey data is completed, it will be added to the various profiles.

The initial profiling data is now complete for the thirty-three small areas and the information is being presented to the Assessment Team members. The Assessment Team will then begin to develop the prescriptive package which will include the strategies for change for each of the small areas.

The prescriptive package will be based on two different approaches: (1) we will utilize the existing data gathered in the profiles to recommend programs for the areas and (2) we will take the information to the neighborhoods or small areas and hear their input for what programs are wanted and/or needed for their area. To do this, we will be going to each of the areas and holding a meeting with the community. We would notify as many people as possible through the various community groups and organizations in the area and through our previous contacts in the neighborhoods. We want their support and we want them to know that we are listening to them. We will have representatives from as many of the city agencies and other agencies on the Assessment Team so that we can hear not only of crime-related issues in the area but also other quality of life issues that go hand in hand with crime.

Since 1978, the Knoxville Police Department has had a crime prevention program (initiated during the comprehensive crime prevention days of LEAA) that has developed a community information network to help assist neighborhoods, schools, businesses, and others. Many of the programs are still applicable and would provide the basics for the prescriptive packages for each area. Some of the basic programs available include the following:

OPERATION IDENTIFICATION is the most requested program. Electric markers are loaned to individuals to engrave their drivers license number on their property. The purpose of this program is to give individuals a means of identifying their property in the event of theft or loss.

SECURITY SURVEY is a complete survey of the exterior and interior surroundings of individual residences (houses and apartments). Cost effective security recommendations are then given to the resident (i.e. locks, windows, environmental changes, etc.).

NEIGHBORHOOD WATCH is a community involvement crime prevention program. After requesting a program, neighborhoods are presented with a list of suggested guidelines for forming a watch group. Representatives from the Crime Prevention Unit are generally present at each Neighborhood Watch meeting to provide guidance and information. Upon becoming an organized Neighborhood Watch group, signs are displayed in the individual neighborhoods. The purpose of Neighborhood Watch is to decrease the level of criminal activity in a neighborhood by watching out for each other. Operation Identification is most often used in conjunction with Neighborhood Watch programs.

BUSINESS SURVEY is a complete survey of the exterior and interior surroundings of businesses (stores, churches, park areas, etc.). Formally written security recommendations are presented to the business representatives. The purpose of this program is to give the most secure recommendations to fit the means of each individual business and enhance the importance of security habits for safety as well as liability purposes.

Other programs designed for businesses include Check Cashing and Bad Check Prevention, Currency Protection, Robbery Prevention, Hotel and Motel Safety Programs, Employee Pilferage Prevention, Burglary Prevention, Safety for Retailers, Robbery Reaction and Shoplifting Prevention. The most requested business program is the Shoplifting Prevention.

Other highly wanted programs that have been offered by the Crime Prevention Unit include Rape Prevention and Personal Protection Programs as well as programs for the Senior Citizen including personal protection and "con" games and money security programs.

Youth programs are another area in which the Crime Prevention Unit has developed for presentations. These programs include:

STRANGER DANGER PROGRAMS are the most requested youth programs. This program is designed for children ages 3 to 7 years of age. The Stranger Danger program provides tips to children through employment of coloring books, "junior police" badges, and film strips designed for that age group. And no

program for children would be complete without McGruff, who frequently makes appearances to shake "paws" with the children.

YOUTH FINGERPRINT PROGRAM is a program that the Unit started in the school system. A child is fingerprinted only with parental permission and the parents keep the prints. This program is generally supervised by the Crime Prevention Unit, but for large promotions, the equipment can be loaned to individuals or groups if they want to do the program themselves.

BICYCLE RODEOS consist of bicycle skill tests and safety tips for youth. They are presented with materials to read and awards are given for skills. These programs are usually in demand during the summer months.

The Crime Prevention Unit is also involved with two youth programs that are incorporated into our school system - Teens Against Crime and the Adopt-A-School program.

TEENS AGAINST CRIME is a student advocacy group that includes students from each area high school as well as faculty sponsors. This program was begun with help through the National Crime Prevention Council. The Teens Against Crime work on solving crime-related issues in their schools through the help and assistance of groups such as the Crime Prevention Unit and other city agencies. They currently are working on reducing student victimization on school campuses.

ADOPT-A-SCHOOL PROGRAM is one in which a partnership is formed between a school and usually a business or corporation. It is a sharing of time, talent, and expertise in which each person in the adopting organization plays a part. The purpose of the program is to establish a people-to-people relationship between the adopter and the adoptee that will create a spirit of involvement and concern between the school and the business.

The Knoxville Police Department has also developed several other programs that will be utilized in conjunction with the development of the prescriptive packages. They include Directed Patrols, Crime Prevention Through Environmental Design, Serious Habitual Offender Comprehensive Action Program, and an Inner City Drug Program. Each of these four programs will be discussed individually in the next section of this report.

TABLE 4

ASSESSMENT TEAM PARTICIPANTS

Knoxville Police Department
Knoxville Fire Department
City of Knoxville Codes Enforcement
City of Knoxville Housing and Urban Affairs
City of Knoxville Engineering Department
Knoxville Community Development Corporation
City of Knoxville Parks and Recreation
City of Knoxville Office of Public Affairs
City of Knoxville Service Department
City of Knoxville Law Department
City of Knoxville Finance Department
City of Knoxville Computer Center
Knox County Voters Registration
Metropolitan Planning Commission (MPC)
Department of Human Services (DHS)
Knox County Schools
Knoxville-Knox County Library
Community Action Committee (CAC)
Knoxville-Knox County McClung Library
South Central Bell
Knoxville Transit Authority (K-Trans)
Postal Services
United Way of Greater Knoxville
Helen Ross McNabb
University of Tennessee Alcohol and Drug Recovery Center
Detoxification Rehabilitian Institute (DRI)
University of Tennessee
Knox County Juvenile Court
Knox County Attorney General's Office
Department of Corrections
Knox County Probation Office
Project First Offender
Community Alternatives to Prison (CAP)
University of Tennessee - Economic Research Center
University of Tennessee Computer Center
The Knoxville City Director

Other sources of information include surveys which have been or
will be done by the Crime Prevention Unit to gather information
from the citizens of Knoxville.

TABLE 5

EXECUTIVE ORDER

The City of Knoxville has received a Crime Prevention Grant from the United States Department of Justice. This grant is to be used to systematically implement Crime Prevention programs on a citywide basis to improve the quality of life and to reduce criminal opportunity through environmental designs. Implementation of this grant will involve all City agencies and departments.

Crime is a community wide problem that impacts the citizens of Knoxville, whereby Crime Prevention must become the focus of all resources within the City government and the community. An interdisciplinary team will be formed to conduct a citywide assessment of crime and contributing social variables to determine the suceptibility of the various environments. The findings of this interdisciplinary team will be used to develop specific anti-crime strategies incorporating active participation by all City agencies and departments. A Crime Prevention Commission will then be established to coordinate and initiate comprehensive Crime Prevention strategies which are developed from the citywide assessment.

Each City agency and department will be expected to designate a representative to participate on the Crime Prevention assessment team in order to achieve the project goals. The representative designated by each department will be expected to provide meaningful input in the development of the community wide assessment.

A representative from the Crime Prevention Unit of the Knoxville Police Department will be in contact with each department to establish a meeting schedule.

TRAFFIC ZONE PROFILING

FORMS ATTACHED

TABLE 6

TRAFFIC ZONE PROFILE COVER PAGE & CHECK LIST

TZ_____

ATTACHED	SHEET NAME	COMMENTS
____	Map	
____	General Information	
____	Descriptive Information Physical Inventory Neighborhood Profiles	
____	Census Data	
____	School Data	
____	School Incident Data	
____	City Agency Data	
____	MPC Data	
____	Crime Data	
____	KPD Workload Data	
____	Probation And Suspect Data	
____	Law Enforcement Intelligence	
____	SHO/DI Profile	
____	Community Survey Data	
____	Victimization Survey Data	
____	School Survey Data	
____	Crime Prevention Unit Data	

TRAFFIC ZONE PROFILE SHEET

GENERAL INFORMATION

NEIGHBORHOODS -

      NAMES   :

DESCRIPTION OF BOUNDARIES   :

CHURCHES   :

COMMUNITY ORGANIZATIONS   :

TREATMENT CENTERS   :

MASS TRANSPORTATION   :

PARKS   :

FIRE HALLS   :

HOSPITALS   :

POLICE BEATS   :

SENIOR CITIZENS CENTERS   :

POST OFFICES   :

ZIP CODES   :

TELEPHONE PREFIX   :

LIBRARIES   :

TRAFFIC ZONE PROFILE SHEET

TZ_____

DESCRIPTIVE INFORMATION

PAGE____ OF____ PAGES

UPDATE_____

BY_____

COUNCILMATIC DISTRICT_____CENSUS TRACT_____ POLICE BEAT_____

TRAFFIC ZONE PROFILE SHEET   TZ_____

                    SCHOOL DATA   PAGE_____OF_____PAGES

              FOR SCHOOL YEAR_____   UPDATE_____

                                               BY_____

SCHOOL NAME   :   _____   _____   _____

ADDRESS   :

PHONE NUMBER   :

CLASSIFICATION   :

PRINCIPAL   :

ENROLLMENT   :

SHO/DI'S

TOTAL #

CPU SHO/DI #

TRAFFIC ZONE PROFILE SHEET   TZ_____

                    SCHOOL INCIDENT DATA   PAGE_____ OF_____ PAGES

                    FOR SCHOOL YEAR_____   UPDATE_____

                                                   BY_____

SCHOOL NAME   :   _____   _____   _____

VANDALISM COST   :

TRUANCY   :

UNREPORTED CRIME:

             P:

             V:

             O:

DROPOUTS   :

SHO/DI'S

TOTAL   :

SHO/DI'S #   :

DHS INFO.

     A/N   :

     P/C   :

TRAFFIC ZONE PROFILE SHEET

CITY AGENCY DATA

CODES ENFORCEMENT   :

PUBLIC SERVICE DEPARTMENT   :

TRAFFIC ENGINEERING   :

KCDC   :

FIRE DEPARTMENT   :

RAFFIC ZONE PROFILE SHEET

M P C DATA

ZONING MAP   :

ONE YEAR PLAN MAP   :

MAJOR THOROUGHFARE PLAN   :

                  F REEWAY   :

                 ARTERIAL   :

                COLLECTOR   :

                   LOCAL   :

          BUILDING PERMITS   :

           STREET ADDRESS   :

                   VALUE   :

TRAFFIC ZONE PROFILE SHEET   TZ_____

                              CRIME DATA   PAGE_____OF_____PAGES

                    FOR TIME PERIOD_____   UPDATE_____

                                                          BY_____

CRIMES REPORTED:

      PART I   PART II (OTHER CRIMES)   TRAFFIC   ORDER

        Homicide: _____   Vandalism:_____   45's____   26's____

  Sexual Assault: _____   Weapons:_____   46's____   35's____

         Robbery: _____   Drugs:_____   54's____   43's____

         Assault: _____   Fraud:_____   24's____   56's____

           Arson: _____   Kidnapping:_____   59's____

        Burglary: _____   P.D.:_____   82's____

         Larceny: _____   88's:_____   83's____

  Stolen Vehicle: _____   93's:_____   84's____

                                                                        85's____

                                                                        87's____

                                                                        89's____

                                                                        90's____

                                                                        95's____

                                                                        96's____

  TOTALS: _____   _____   _____   _____

SUSPECT INFORMATION   NAME   ADDRESS   CHARGES

PROBATION   NAME   ADDRESS   CHARGES

TRAFFIC ZONE PROFILE SHEET

TZ_____

PAGE_____OF_____PAGES

KPD WORKLOAD DATA

UPDATE_____

FOR TIME PERIOD _____

BY_____

POPULATION:_____

TOTAL CALLS FOR SERVICE (CFS):_____

	TOTAL CFS BY TYPE	% OF TOTAL	RATE/ 1,000	CITY RATE
PART 1:	_____	_____	_____	_____
PART 2:	_____	_____	_____	_____
TRAFFIC:	_____	_____	_____	_____
OTHER:	_____	_____	_____	_____

TRAFFIC ZONE PROFILE SHEET

LAW ENFORCEMENT INTELLIGENCE

DRUGS (Known Offenders, Addresses, Distribution Patterns etc.)

Prostitution and Commercialized Vice (Known Offenders, Addresses,
                                    Bootleggers, Adult Book Stores,
                                    Bawdy House, etc.)

Fencing Operations/Pawn Shops/Flea Markets (Known Offenders, Addresses
                                    etc.)

Hot Spots (Bars, Gathering Places, etc.)

Gangs (Names, Addresses, etc.)

TRAFFIC ZONE PROFILE SHEET

TZ_____

SUPPLEMENTAL FORM

PAGE_____OF_____PAGES

UPDATE_____

_____

BY_____

_____

FOR TIME PERIOD_____

SMALL AREA PROFILING

FORMS ATTACHED

TABLE 7

SAS NAME _____

ATTACHED	SHEET NAME	COMMENTS
	Map	
	General Information	
	Descriptive Information	
	Historical Information	
	Census Data	
	Total Population	
	Population by Age	
	Population by Sex	
	Population by Race	
	School Data	
	School Incident Data	
	City Agency Data	
	MPC Data	
	Crime Data	
	KPD Workload Data	
	Probation and Suspect Data	
	Law Enforcement Intelligence	
	SHOCAP Profile	
	Community Survey Data	
	Victimization Survey Data	
	School Survey Data	
	Crime Prevention Unit Data	

SMALL AREA STUDY (SAS) PROFILE SHEET

GENERAL INFORMATION

NEIGHBORHOOD NAMES   :

DESCRIPTION OF BOUNDARIES   :

CHURCHES   :

COMMUNITY ORGANIZATIONS   :

TREATMENT CENTERS   :

MASS TRANSPORTATION   :

PARKS   :

FIRE HALLS   :

HOSPITALS   :

POLICE BEATS   :

SENIOR CITIZENS CENTERS   :

POST OFFICES   :

ZIP CODES   :

TELEPHONE PREFIX   :

LIBRARIES   :

SAS 2

*SMALL AREA STUDY (SAS) PROFILE SHEET   SAS NAME_____

                    SUPPLEMENTAL FORM   _____

            _____   UPDATE_____

                                                     BY_____

        FOR TIME PERIOD :_____   PAGE_____OF_____PAGES

SAS 3

SMALL AREA STUDY (SAS) PROFILE SHEET

DESCRIPTIVE INFORMATION

SAS NAME_____

_____

UPDATE_____

BY_____

PAGE_____OF_____PAGES

COUNCILMATIC DISTRICT(S)_____POLICE BEAT(S)_____TRAFFIC ZONE(S)_____

_____CENSUS TRACT(S)_____

SAS 4

SMALL AREA STUDY (SAS) PROFILE SHEET

HISTORICAL INFORMATION

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

_____

UPDATE_____

BY_____

PAGE_____OF_____PAGES

CENSUS DATA

SEE ATTACHED

SAS 6

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

TOTAL POPULATION

UPDATE_____

BY_____

PAGE_____OF_____PAGES

	1960	1970	1980	% OF CHANGE
CITY POPULATION	_____	_____	_____	_____
COUNTY POPULATION	_____	_____	_____	_____

SMALL AREA (SA) TOTAL POPULATION

_____SA

	1960	1970	1980	% OF CHANGE
	_____	_____	_____	_____

CENSUS TRACTS (CT) TOTAL POPULATION

CT_____

	1960	1970	1980	% OF CHANGE
	_____	_____	_____	_____

CT_____

	1960	1970	1980	% OF CHANGE
	_____	_____	_____	_____

SAS 7

SMALL AREA STUDY (SAS) PROFILE SHEET

TOTAL POPULATION

CENSUS TRACTS (CT) TOTAL POPULATION

CT_____

1960	1970	1980	% OF CHANGE
_____	_____	_____	_____

CT_____

1960	1970	1980	% OF CHANGE
_____	_____	_____	_____

CT_____

1960	1970	1980	% OF CHANGE
_____	_____	_____	_____

SAS 7 A

SMALL AREA STUDY (SAS) PROFILE SHEET

POPULATION BY AGE

SAS POPULATION BY AGE

	UNDER 5	5-9	10-14	15-19	20-24	25-34	35-64	65+	TOTAL
1970									
1980									
% of CHANGE									

CENSUS TRACTS (CT) POPULATION BY AGE

_____ CT

1970									
1980									
% of CHANGE									

_____ CT

1970									
1980									
% of CHANGE									

_____ CT

1970									
1980									
% of CHANGE									

SAS 8

SMALL AREA STUDY (SAS) PROFILE SHEET

POPULATION BY AGE

CENSUS TRACTS (CT) POPULATION BY AGE

	UNDER 5	5-9	10-14	15-19	20-24	25-34	35-64	65+	TOTAL
_____ CT									
1970									
1980									
% of CHANGE									
_____ CT									
1970									
1980									
% of CHANGE									
_____ CT									
1970									
1980									
% of CHANGE									

SAS 8 A

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

POPULATION BY SEX

UPDATE

BY

PAGEOFPAGES

SAS POPULATION BY SEX

	MALE	FEMALE
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

CENSUS TRACTS (CT) POPULATION BY SEX

CT_____

	MALE	FEMALE
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

CT_____

	MALE	FEMALE
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

CT_____

	MALE	FEMALE
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

SAS 9

SMALL AREA STUDY (SAS) PROFILE SHEET

POPULATION BY SEX

CENSUS TRACTS (CT) POPULATION BY SEX

	MALE	FEMALE
CT_____		
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

CT_____		
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

CT_____		
1970	_____	_____
1980	_____	_____
% OF CHANGE	_____	_____

SAS 9 A

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

_____

POPULATION BY RACE

UPDATE_____

BY_____

PAGE_____OF_____PAGES

SAS POPULATION BY RACE

	WHITE	% OF TRACT	BLACK	% OF TRACT	OTHER	% OF TRACT
1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____

CENSUS TRACTS (CT) POPULATION BY RACE

CT_____

1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____

CT_____

1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____

CT_____

1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____

SAS 10

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

_____

POPULATION BY RACE

UPDATE_____

BY_____

PAGE_____OF_____PAGES

CENSUS TRACTS (CT) POPULATION BY RACE

	WHITE	% OF TRACT	BLACK	% OF TRACT	OTHER	% OF TRACT
CT_____						
1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____
CT_____						
1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____
CT_____						
1970	_____	_____	_____	_____	_____	_____
1980	_____	_____	_____	_____	_____	_____
% OF CHANGE	_____	_____	_____	_____	_____	_____

SAS 10 A

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS NAME_____

SCHOOL DATA

_____

FOR SCHOOL YEAR_____

UPDATE_____

BY_____

PAGE_____OF_____PAGES

SCHOOL NAME   :   _____   _____   _____

ADDRESS   :

PHONE NUMBER   :

CLASSIFICATION   :

PRINCIPAL   :

ENROLLMENT   :

SHO/DI'S

TOTAL #

CPU SHO/DI #

SAS 11

SMALL AREA STUDY (SAS) PROFILE SHEET

SAS_____

CRIME/DEMOGRAPHICS SUMMARY

_____

UPDATE_____

BY_____

PAGE_____OF_____PAGES

POPULATION:_____   _____% WHITE

   RANK ORDER:_____ OF 33   _____% BLACK

                                      _____% OTHER

AGE: _____ UNDER 10

            _____ 11-19

            _____ 20-64

            _____ OVER 65

LAND AREA:_____ SQUARE MILES

   RANK ORDER:_____ OF 33

POPULATION PER SQUARE MILE:_____

   RANK ORDER:_____ OF 33

HOUSING:_____UNITS   _____ % OF CITY

         _____DENSITY RATING (POPULATION DIVIDED BY HOUSING UNITS)

CRIME: RANK ORDER:

         _____% OF PART 1 CFS

         _____PART 1 CRIMES PER 1,000   _____ OF 33

         _____PART 1 VIOLENT CRIMES PER 1,000 _____ OF 33

         _____PART 1 PROPERTY CRIMES PER 1,000 _____ OF 33

         _____% OF CITY PART 1 CRIMES

         _____CFS PER 1,000   _____ OF 33

SAS 15

SMALL AREA STUDY (SAS) PROFILE SHEET SAS_____

CFS/PART ONE CRIME DATA

FOR TIME PERIOD __1985__

UPDATE_____

BY_____

PAGE_____OF_____PAGES

CFS:

TOTAL _____

% PART 1 VIOLENT	_____	% ASSIST	_____
% PART 1 PROPERTY	_____	% TRAFFIC ENFORCEMENT	_____
% ORDER MAINTENANCE	_____	% TRAFFIC ACCIDENT W/O INJ	_____
% CRISIS	_____	% TRAFFIC ACCIDENT W/INJ	_____
% SUSPICIOUS PERSON	_____	% HIT AND RUN ACCIDENT	_____
% ALARM	_____	% ADMINISTRATIVE	_____

PART 1 (P1) CRIME:

P1 VIOLENT CRIMES REPORTED _____

   % OF VIOLENT CRIME CFS _____

P1 PROPERTY CRIME REPORTED _____

   % OF PROPERTY CRIME CFS _____

P1 TOTAL _____

		CITY RATE	RANK ORDER
% OF P1 CFS	_____		
P1 CRIMES PER 1000	_____	102.0	_____ OF 33
P1 VIOLENT CRIMES PER 1000	_____	15.4	_____ OF 33
P1 PROPERTY CRIMES PER 1000	_____	86.6	_____ OF 33
% OF CITY P1 CRIMES	_____		
TOTAL CFS PER 1000	_____	431.8	_____ OF 33

SAS 15 A

SMALL AREA STUDY (SAS) PROFILE SHEET   SAS NAME_____

TRAFFIC PROBLEM AREAS   _____

TRAFFIC PROBLEM AREAS   UPDATE_____

FOR TIME PERIOD_____   BY_____

                      PAGE_____OF_____PAGES

1986 HIGHEST TRAFFIC ACCIDENTS AT INTERSECTIONS:

1986 HIGHEST TRAFFIC ACCIDENTS NEAR AN INTERSECTION:

1986 HIGHEST ALCOHOL RELATED ACCIDENTS:

SAS 16

SMALL AREA STUDY (SAS) PROFILE SHEET

SUPPLEMENTAL FORM

_____

_____

FOR TIME PERIOD :_____

SAS NAME_____

_____

UPDATE_____

BY_____

PAGE_____OF_____PAGES

SAS 17

OTHER CRIME PREVENTION-RELATED PROGRAMS

DIRECTED PATROL

The Knoxville Police Department began to use the concept of directed patrols in 1982. Based on national studies, approximately 30-40% of a police officers time is "undirected" or what we routinely refer to as "patrolling." This means that 30-40% of his time is not spent responding to calls, report writing, handling administrative functions, etc. With directed patrols, we want to be able to direct that officers time toward positive objectives. Directed patrols release the patrol officer from calls for service for short periods of time to conduct special activities.

Directed patrols can be developed through two ways: top down or bottom up. The first is initiated from the top of the organization down (management conceived) and generally results in the supervisor directing the officer to go correct a problem or handle a specific complaint. The other is a bottoms up approach or officer initiated activity. This is when an officer sees a problem on his beat and he proposes a solution for the problem or initiates ways to take corrective action. A good mix of both approached is recommended although the officer initiated activity is preferred. Directed patrols can be apprehension related or prevention oriented. It is the prevention oriented activities that the department has promoted through this grant.

Because our officers have all received a basic crime prevention course, they are aware of prevention techniques that can be employed in an area. They have also been given training in environmental design concepts so they are trained to look for things in the community that could be potential crime problems or contribute to crime.

Attached is a copy of the directed patrol form currently utilized by the Knoxville Police Department. If during the officer's tour of duty, he finds a problem developing in his beat, he can initiate a "DP" and submit it to his supervisor(s). If the officer makes recommendations for solving a problem or situation that involves another agency, the patrol supervisor passes that on to the Crime Prevention Unit, who contacts the appropriate agency for action.

Some examples of directed patrols geared towards prevention include:

1. Attending a block watch or neighborhood watch meeting.

2. Going to a school or meeting and presenting crime prevention tips.

3. Updating business emergency locator cards.

4. Doing a site visit of an area and making appropriate recommendations for crime reduction.

5. Performing residential surveys and/or business security surveys.

The list is only restricted by your imagination; however, some of the benefits that can be expected include improved patrol skills and job satisfaction, increased patrol productivity, increased arrests thus leading to a decrease in crime, and increasing the public or citizen contact with the patrol officers.

DIRECTED PATROL REPORT

1. SECTOR_____ 2. UNIT_____ 3. BEAT(S)_____ 4. D.P. NUMBER_____

5. TYPE OF DIRECTED PATROL:

   a. CRIME PREVENTION _____   e. SATURATION _____

   b. STATIONARY-HIGH VISIBILITY _____   f. INTELLIGENCE/SURVEILLANCE _____

   c. TRAFFIC _____   g. INVESTIGATIVE _____

   d. TACTICAL DEPLOYMENT _____

6. WHO INITIATED D.P.? (Circle) a. OFFICER b. SUPERVISOR c. ADMINISTRATOR

                        d. CRIME ANALYSIS   e. CITIZEN COMPLAINT

7. LOCATION OF D.P._____

_____

8. PROBLEM STATEMENT_____

_____

_____

_____

_____

_____

_____

9. TACTICS_____

_____

_____

_____

_____

_____

10. IS THE D.P. ORIENTATED TOWARD (Circle)   ARREST   CRIME PREVENTION

                                        PUBLIC RELATIONS   OTHER

11. PERSONNEL REQUIREMENTS: MINIMUM_____   MAXIMUM_____

12. EQUIPMENT REQUIREMENTS_____

13. DATE AND TIME OF IMPLEMENTATION_____

14. REQUESTING OFFICER_____ DATE_____ TIME_____

15. INFORMATION SOURCE: INFORMANT _____   COLLECTIVE KNOWLEDGE _____

                  CRIME ANALYSIS _____ OBSERVATION _____ OTHER _____

16. D.P. CRITERIA REVIEWED? YES_____ NO_____

17. TACTICAL PLAN APPROVED? YES_____ NO_____ REVISED_____

18. SUPERVISOR_____ DATE_____ TIME_____

19. APPROVED_____   DISAPPROVED_____

20. OFFICER(S) ASSIGNED _____

_____

21. WERE OFFICER(S) RELIEVED OF C.F.S.?   YES____   NO____
22. TOTAL MANHOURS EXPENDED_____
23. ARRESTS____   CITATIONS____   RELATED TO D.P. PROBLEM STATEMENT:

FELONY____   MISDEMEANOR____   TRAFFIC____

24. TOTAL ARRESTS DURING THIS ASSIGNMENT_____
25. COMMENTS/RESULTS (e.g. CITIZEN CONTACTS, PROGRAMS DELIVERED, ETC.)_____

_____

_____

_____

_____

26. REVIEWING UNIT SUPERVISOR _____

_____

27. DID D.P. MEET APPROVAL CRITERIA?   YES____   NO____
28. SECTOR CAPTAIN_____   DATE_____
29. REVIEWER COMMENTS_____

_____

_____

_____

_____

30. MAP

cc: Operations Chief
      Sector Captain

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN

If crime prevention is the anticipation, recognition and appraisal of a crime risk and the initiation of some action to remove or reduce it, the Crime Prevention Through Environmental Design (CPTED) premise is that through proper design and effective use of the built environment, CPTED can lead to a reduction in the fear and incidence of crime and an improvement in the quality of life. For years, the premise behind crime prevention was that the police could not do it alone but needed the help of its citizens and the community to provide us with extra eyes. Carrying this idea further, through this project we are attempting to show that we need the help of other agencies and that by all of us working together, we can reduce the fear of crime and also improve the quality of life issues that are often effected by crime.

The CPTED concept has been ideal of this program. The Knoxville Police Department has sent mid-level managers and chief executive officers to the CPTED programs taught by the National Crime Prevention Institute in Louisville, KY. We have then been able to utilize various concepts on environmental design to our advantage in problem areas throughout the city. Participants to CPTED have come from the Metropolitan Planning Commission (zoning, long-range planning), Traffic Engineering (traffic control, street signing), Recreation, Office of Housing and Urban Affairs (inner city housing and commercial development), Knoxville Community Development Corp. (public housing areas), and the Knoxville Police Department (Crime Prevention and Planning).

A good example of how these agencies have taken the CPTED concepts and applied them to Knoxville includes a public housing area located in the north section of town. The Knoxville Police Department was experiencing a large amount of drug trafficking in the area. Police efforts alone were futile as the drug pushers would just move over to another street and continue business or they would run when the police moved in. Through efforts of the patrol officers and the Crime Prevention Unit, several other agencies were brought in on the project to help with solutions.

The service department came in and picked up piles of garbage and debris and replaced burned out and shot out street lamps. Traffic Engineering came in and changed the flow of the traffic design and suggested areas be cul-de-sac and rumble strips be put in. Codes Enforcement personnel came out to see that nothing violated the various codes and the Fire Department came out to make sure that they could still reach all the apartments with the various changes in place. Although the drug problem has not been completely eradicated, we were able to reduce the opportunity for the crime to take place through a joint effort by many agencies.

Since it is not feasible to send everyone to CPTED schools, the Knoxville Police Department proposes to bring the CPTED school to Knoxville in an abbreviated format. In the fall of 1988, we will offer a two day seminar in Crime Prevention Through Environmental Design. The participants will include not only personnel from the various city agencies but will also include architects, builders, contractors, developers, apartment managers, security personnel from commercial and industrial businesses, and any other persons interested in learning how to make their environment safer.

SERIOUS HABITUAL OFFENDER COMPREHENSIVE ACTION PROGRAM

SHOCAP

During the assessment process of identifying areas within the City of Knoxville that are trouble spots for the police or potential problem areas for other agencies, the department began to track both adult and juvenile offenders that were on probation or parole. It became very clear that many of these persons all lived in close proximity to each other and we began to see clusters appearing in areas that were already identified by the police and other agencies as problem areas.

Over the past several years, the Knoxville Police Department has sent many of its officers to training sessions sponsored by the Office of Juvenile Justice and Delinquency Prevention in POLICY - Police Operations Leading to Improved Children and Youth Services. Many of the concepts taught in this program appeared to be just right for the City of Knoxville and to merge with the Crime Prevention program.

Also, at this time, the Office of Juvenile Justice and Delinquency Prevention awarded a grant to the Public Administration Service (PAS) of McLean, Va. to replicate the Serious Habitual Offender Comprehensive Action Program (SHOCAP) across the country. The SHOCAP program is an extension of the Serious Habitual Offender/Drug Involved (SHO/DI) program and the Habitual Serious and Violent Juvenile Offender (HSVJO) program which have been implemented in several major cities across the United States.

During the spring of 1987, PAS requested any agency to apply for acceptance into the program. No funds would be directly made available to the agencies but through indirect benefits, the agencies would be able to implement the SHOCAP program with very little cost involved. Knoxville applied for and was accepted as a transfer site in June, 1987.

The SHOCAP model encompasses eight areas:

    Establishing a data base
    Criteria for Habitual Status
    Procedures for Early Identification
    Special Crime Analysis Capabilities
    Linage and Flow of Information
    Establishing Special Criminal Justice Procedures
    Interagency and Community Support
    Technical Resources

The program encourages agencies in the juvenile justice system to work together on serious and violent juvenile offenders through information sharing to prepare a more comprehensive case history of offenders and to handle these major offenders in a fair and swift manner.

In July, the Knoxville Police Department held a meeting of the Chief Executive Officers from law enforcement, courts, prosecution, schools, corrections, and human services to introduce them to the SHOCAP program and to solicit their endorsement for the program in Knoxville. At that time, the CEO's agreed to the concept of the program. Later that month, an assessment of the juvenile justice system was done by a team from the Public Administration Service to determine the needs of each agency towards implementing the SHOCAP program in this area. To that end, there were portions of the assessment especially tailored for each agency. From that assessment, came detailed training for the local agencies.

In August, PAS came to Knoxville and presented a 40-hour training program on SHOCAP. Representatives were invited from each of the major areas of the juvenile justice system including the Knoxville Police Department, Knox County Sheriff's Office, Knox County Attorney General's Office, Knox County Juvenile Court, Tennessee Department of Corrections, Tennessee Department of Human Services, Knox County Probation Office, Mental Health, and a representative from the Tennessee State Legislature.

During this training session, the goal of the session was to come away with a site level implementation plan designed specifically for Knoxville. This resulted in a six phase plan:

Phase I: Project Mobilization
Phase II: Incident and Offender Analysis
Phase III: Identify Sources of SHO Information
Phase IV: Organizational Development Strategy
Phase V: Implement Procedures for Identifying
              SHO's and Monitoring Their Activities
Phase VI: Determine the Appropriate Agency
              Services to be Focused on SHO's

Each phase had three to six tasks to complete, with assignments as to who would perform the task and a target date for completion of the task. Also during the training, it was decided that a Task Force consisting of agency chief executive officers and/or their designee would work on putting the finer points of the program together. This would be an ongoing process until all phases and tasks are completed. The targeted implementation date for the Knoxville SHOCAP program is May 31, 1989.

The SHOCAP Task Force is made up of previously named agencies and has been expanded to include representatives from the other law enforcement agencies and mental health agencies in the area. The main responsibility of the Task Force is to continue to fulfill the site implementation plan by developing and defining the criteria to be used for the program as well as developing policies and procedures for the program.

A preliminary list of youthful offenders was prepared for the Task Force. Each agency was asked to submit a list of their "worst of the worst kids" to ensure a comprehensive and complete list as possible. From this list, representatives began to develop complete histories of the offenders. Out of an initial list of sixty-four (64) offenders, forty-eight (48) were identified as potential SHO's.

In developing the criteria for SHO's, the Task Force studied the criteria already being used in Jacksonville, Fl., Colorado Springs, CO., and Oxnard, CA. and we even used their criteria against our list of offenders. Surprisingly, regardless of the criteria used, the list did not change significantly.
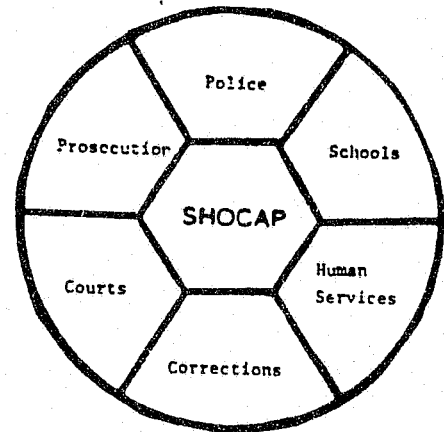
In Knoxville, the Knoxville Police Department and the Knox County Sheriff's Office have both assigned an investigator to work directly with the SHOCAP program. These investigators will be responsible for the development and maintenance of the SHOCAP records for the law enforcement agencies. The Juvenile Court has assigned one counselor to be directly responsible for the SHOCAP offenders. The counselor and investigators will work together to provide intense supervision and control over those in the SHOCAP program.

Attached for your review is copies of the following:

1. Agency Letter of Agreement
2. Site Level Implementation Plan
3. Interagency SHOCAP criteria

LETTER OF AGREEMENT

KNOX COUNTY SCHOOL BOARD

KNOX COUNTY ATTORNEY GENERAL'S OFFICE

TENNESSEE DEPARTMENT OF HUMAN SERVICES

KNOX COUNTY JUVENILE COURT

TENNESSEE DEPARTMENT OF CORRECTIONS

KNOXVILLE POLICE DEPARTMENT

This letter of agreement is made by and between the Knox County School Board, Knox County Attorney General's Office, Tennessee Department of Human Services, Knox County Juvenile Court, Tennessee Department of Corrections, and the Knoxville Police Department to take effect July 7, 1987.

The parties, acting cooperatively, have mutual concerns in the identification of the serious habitual juvenile offender and to further apprehend, prosecute, incarcerate, and interdict the habitual offender cycle. The success of this interagency effort is predicated on the mutual agreement to meet regularly for the purpose of discussing at the policy-making level issues, concerns, and strategies to address the complexities associated with controlling the growth of the serious habitual juvenile offender and improving the strategies and responses of the juvenile justice system. The involved parties agree to commit policy-making persons to represent their agencies in the development and implementations of operational strategies and policies to improve the juvenile justice system through emphasis on the serious habitual juvenile offender. This process will involve and include the following strategies:

o   the identification of services being provided by the agencies involved to the juvenile population;

o   the identification of duplication of services being provided by agencies involved and the reduction of such duplication;

o   the coordination of services provided by the involved agencies;

o   the coordination and networking of information to assist each agency in providing effective and efficient service to juvenile related services;

o   enhance the communications between the agencies in the coordination and delivery of services, which are directed toward improving the juvenile justice system and the responses therein;

o · assist each agency in making timely and effective responses to the needs of the citizens of Knox County;

We the undersigned agree and commit to identifying services available from our respective agencies; to specifying policy-making personnel to serve as an interagency contact person and interagency representative to meet regularly for the purpose as prescribed above; to sharing of data and information where permissible; and to maintaining an ongoing communications network, allowing for more effective intervention in community problems related to juveniles and the juvenile justice system. We further agree the mutual and coordinated effort will provide the citizens served a more efficient service and a renewed level of confidence in our respective agencies.

_____   _____

_____   _____

_____   _____

_____

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE
Phase I: Project Mobilization				
Task 1: Develop and adopt an inter-agency agreement to establish an inter-agency Task Force to share information for project planning purposes to include the THP, KCSO, and MHMR.	Agency Heads & Task Force	Davis	9/18/87	
Task 2: Hold Task Force meetings for planning purposes.	Task Force		9/30/87	10/1/87
Task 3: Develop a strategy to increase public awareness of SHOCAP.	Task Force		ongoing	
Task 4: Determine the agency to be responsible for providing support to the inter-agency Task Force.	KPD Planning	Keith/Martin	ongoing	

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE
Phase II: Incident and Offender Analysis				
Task 1: Complete the analysis of criminal arrests and other incidents that make up the profiles of current "chronic" juvenile offenders.	KPD/KCSO	Davis/Fralick	12/1/87	
Task 2: Review different criteria options in order to obtain a manageable number of SHO's.	Task Force		12/1/87	
Task 3: Conduct meetings of the Task Force to evaluate alternative criteria.	Task Force		12/1/87	
Task 4: Develop and adopt an Inter-Agency Agreement that defines the criteria to be used for designating offenders as SHO's.	Task Force		2/15/88	
Task 5: Establish and implement a data maintenance and analysis process with specific responsibilities for all agencies.	Task Force		2/15/88	

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE
Phase III: Identify Sources of SHO Information				
Task 1: Identify sources of available information regarding SHO's within each agency.	Agency Liaison		12/1/98	
Task 2: Develop policies and procedures necessary for gathering and sharing information in a secure manner, obtaining approval from juvenile court if necessary.	Task Force Juv. Judge		3/31/88	
Task 3: Formalize the collection of incident data for SHO's in each agency.	Agency Liaison		3/31/88	

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE
Phase IV: Organizational Development Strategy				
Task 1: Devise agency level project implementation plans.	Agency Liaison Task Force		4/29/88	
Task 2: Develop mechanisms for employee participation in program implementationn and monitoring.	Agency Liaison Task Force		4/29/88	
Task 3: Develop a mechanism for communicating the elements of the SHOCAP to agency personnel.	Agency Liaison Task Force		4/29/88	
Task 4: Conduct agency level training needs assessments to determine critical knowledge, skills, and abilities current staff will require to successfully implement SHOCAP.	Agency Liaison Task Force		5/31/88	
Task 5: Identify agency level and inter-agency technical assistance needs.	Agency Liaison Task Force		5/31/88	
Task 6: Conduct training at the agency or inter-agency level as appropriate.	Agency Liaison		5/31/88	

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE

Phase V: Implement Procedures for Identifying SHO's
and Monitoring their Activities.

Task 1: Specify each agency's respon-sibilities for joint processing of SHO's.	Task Force		5/31/88	
Task 2: Identify information to be shared by agencies on a regular basis.	Task Force		5/31/88	
Task 3: Establish an instantaneous status check system in police communications for use by police personnel.	KPD/KCSO/E-911		5/31/88	
Task 4: Identify agency liaison persons for processing SHO info. on a daily basis.	Agency Liaison		5/31/88	
Task 5: Develop a procedure for processing SHO profiles as cases move through agencies that come in contact with SHO's.	Task Force		5/31/88	
Task 6: Develop and implement an agency level and inter-agency management information system for monitoring case flow and program activities.	Task Force		7/31/88	

KNOXVILLE, TENNESSEE SHOCAP PROJECT

SITE LEVEL IMPLEMENTATION PLAN

PHASES AND TASKS	AGENCY RESPONSIBLE	INDIVIDUAL	TARGET DATE	COMPLETION DATE
Phase VI: Determine the Appropriate Agency Services to be focused on SHO's.				
Task 1: Complete an inventory of the range and type of service provided by each agency at each level.	Task Force		5/31/88	
Task 2: Establish strategies for placement of SHO's.	Task Force		5/31/88	
Task 3: Identify additional program and/or services needed to deal with problems that arise in SHO profiles.	Task Force		5/31/88	

The following is a summary of the Knoxville SHO/DI selection criteria:

* A juvenile is selected as a SHO based on criteria consisting of a points system and an evaluation of the more serious and/or violent activities.

* Points are assessed to a SHO's <u>arrest</u> record based on frequency and seriousness of crime. The point criteria is as follows:

> 40 points = Violent Felony person crimes
>
> 30 points = Property Felony
>
> 30 points = Drug Felony
>
> 10 points = Other Offenses

* Must have one adjudication and one felony charge.

* Minimum of 20 points to qualify as a SHO candidate.

* If a candidate has 50 points accumulated and one adjudication, he is automatically elevated to SHO status if there is room.

* If 20 points are compiled in 1 (one) criminal episode, he needs 30 points to qualify as a SHO candidate.

* If multiple offenses are committed against a single victim, only the highest charge is counted, (e.g., the charges of burglary (30), theft (30) and criminal mischief (10) in a single location/case report would be 30 points).

* If there are multiple case reports/victims in one location, they are counted as separate points.

* The only exception to the multiple offense rule is a sexual assault. Each charge is counted regardless of the number of victims/reports. This exception was made in order to more effectively identify and deal with sex offenders.

* Each child will accumulate 5 points for each charge with 20 points and 30 points consecutively being designated as flagging points to alert juvenile officers of potential candidates for the SHOCAP Program.

* A SHO or candidate is placed on inactive status if:

  1. there is no police activity for a 6 month period.
  2. he is committed to the Department of Corrections.

* A SHO or candidate may be reactivated if he is under 18 years of age, commits a new offense or there is some indication of new activity.

Amendments or adjustments to the above criteria can/will be made if and only if all SHOCAP Task Force agencies listed above and who's representatives signatures appear below are in agreement with such changes. The SHOCAP Task Force may, however, also designate an alternate or subcommittee to review any suggested changes to be considered.

This agreement duly signed by the agency representative listed below.

_____   _____
Knoxville Police Department   Date

_____   _____
Knox County Sheriff's Office   Date

_____   _____
District Attorney General's Office   Date

_____   _____
Knox County Juvenile Court   Date

_____   _____
Tennessee Department of Corrections   Date

_____   _____
Tennessee Department of Human Services   Date

_____   _____
Knox County Schools   Date

INNER CITY DRUG INITIATIVE

One of the greatest problems facing law enforcement today is drugs. In several of the larger cities, over half of all arrests involve drugs either through the suspect being on drugs when arrested or the arrest is drug-related, i.e. committing burglary to support a drug habit. The City of Knoxville is not significantly different and to fight this problem, the Knoxville Police Department has prepared a grant for funding through the State of Tennessee to encourage neighborhoods in high-risk areas, i.e. public housing areas, to form self-help organizations utilizing the assistance available to them through their local law enforcement agency.

The Knoxville Police Department proposes to address this program through four ways - (1) apprehension and prosecution of drug sellers; (2) education of the residents of the public housing areas; (3) development of a leadership group within the project area; and (4) interagency coordination of services for these areas.

The units that will be directly involved from the Knoxville Police Department will include the Patrol Division, Narcotics Unit, and the Crime Prevention Unit. To discuss the role that each will play in this grant program, we will talk about each of the four areas.

APPREHENSION AND PROSECUTION

The Knoxville Police Department has had much success with utilizing its street patrol officers in buy/bust techniques through the use of directed patrols. By utilizing directed patrols, the patrol officers can spring these raids on drug pushers at any time of the day or night and on any day of the week. They can be activated quickly and require minimal resources. If further in-depth investigation is needed to bring desired results, the Patrol Units will work with the Narcotics Unit, who is better able to handle more long term investigations. Funds are being requested to assist the Patrol Units in doing buy/busts in the public housing projects and helping them to gather needed evidence for vigorous prosecution in the courts.

EDUCATION

The Knoxville Police Department will begin working with a core group to develop a leadership group in each of the targeted project areas. This will be through the Crime Prevention Unit of the department and funds are requested for the hiring of a student intern on a part time basis. The intern will be responsible for developing a working relationship with the Knoxville Community Development Corporation (KCDC) and the City of Knoxville's Office of Community Development, which are

responsible for overseeing either directly the public housing projects or working in the immediate areas.

The intern will be employed for the duration of the grant on a part-time basis of 20 hours per week. The intern will be assigned to the Crime Prevention Unit but will only work in the public housing areas. The intern will be responsible for development of a working leadership group made up of residents in these areas and developing education programs and providing assistance to them in the areas of prevention and working through the police department in helping to rid their area of drug pushers and problems.

LEADERSHIP GROUP

The intern, by developing a working relationship with KCDC and the Knoxville Community Development office, will develop a leadership group made up of representatives from each of the selected housing projects. After this group becomes more formalized, these representatives may be elected by the public housing area. For a beginning point, the department will work with the housing managers in an effort to determine a strong person who exhibits leadership skills and abilities and has an interest in working for the betterment of the housing area.

Through this group, meetings will be held to jointly discuss concerns (not only crime related but also quality of life issues) and to recommend priorities and solutions for getting the desired results. Also through this group, a newsletter will be developed and distributed to the residents in the area. Meetings will be held in each of the housing units that will be both educational and informative to the residents.

INTERAGENCY COOPERATION

The Knoxville Police Department intends to utilize members from other city agencies to provide support to the public housing areas. This will be handled through an executive order from the Mayor. Other agencies from outside the system (state, federal, or private agencies) may be periodically requested to come in to a housing area for meetings or discussions with the residents concerning their problems. These meetings will be educational and informative and could include such areas as prevention, health agencies that can provide help to the residents, etc.

The interagency cooperation will be a spin off of the current crime prevention effort being undertaken in which the Knoxville Police Department is trying to correct many of the crime-related problems through cooperation with other city agencies. We have found through this project, that often the quality of life issues can contribute too or cause crime in an area. An example is an area that is neglected, run down, transient, etc. By cleaning up the area (Service Department), getting the owners to clean up the

property (Building Codes), working on the vandalism problems (schools), changing the direction of traffic flow or patterns (traffic engineering), etc., the neighborhood can begin to take on a new appearance and begin to show some pride through its residents.

We support this approach from the responses of the residents of the public housing areas. They desire to take pride in their homes or apartments but the "marshmallow effect" is just too big for them to swallow by themselves. Through this interagency cooperation, we feel that we can begin to restore this pride.

TRAINING

TRAINING

One of the major components of the Crime Prevention
initiative was to provide training to the Knoxville Police
Department as well as to the other governmental agencies that
would be associated with this project. This training has taken
two forms: in-house training and training through outside
schools.

The in-house training included providing basic crime
prevention training to all officers in the department. This
training was given by the National Crime Prevention Institute,
Louisville, KY. and consisted of 40 hours of basic crime
prevention core courses, including locks, lighting, alarms,
security surveys, and other crime prevention ideas as they
pertain to robbery, burglary, larceny, etc. A total of 280
officers or 93% of the department participated in this training.

As a part of the training, the officers were taught to
perform security surveys and were sent out to various businesses
to do a survey and prepare a written report. During the eight
weeks of training, approximately 75 commercial businesses,
schools and churches were surveyed. Seven months later, the
Crime Prevention Unit followed up on the surveys to determine if
the businesses had utilized the recommendations. The following
results were reported:

    80% of the original participants were interviewed.
    100% of those interviewed, received their copy of the
         security survey.
    90% found the recommendations useful.
    82% implemented some of the recommendations.
    3%   felt some of the recommendations were unrealistic.
    100% said officers were courteous and professional while
         conducting the security survey.
    100% would recommend the security survey to other businesses.
    25% indicated they would like more information and services
         from the Crime Prevention Unit.

The purpose of this training for all officers was to give
them training so that as crime prevention is decentralized from a
specialized unit, the officers will be able to respond to the
requests for services for their beat or district. We want to get
the officers that work a particular area to respond to basic
requests for crime prevention services and to get to know the
citizens of that community in which they are working.

The Knoxville Police Department has also expanded from the
basic training to some specialized training primarily by sending
representatives from the police department and other city
agencies to the Crime Prevention Through Environmental Design
(CPTED) schools offered by the National Crime Prevention

Institute in Louisville, KY. Representatives to CPTED have included the Metropolitan Planning Commission, Traffic Engineering, Recreation, Housing and Urban Development, Knoxville Community Development Corp., and Knox County Schools. We wanted to provide them with concepts relative to the environment and how they can work with the police department to make changes in an effort to reduce crime in a particular area. An example of this would be traffic pattern modification in a community. By redirecting traffic through, around, or totally out of a neighborhood, you can help to maintain the integrity of the area.

As an extension of the CPTED training, the Knoxville Police Department will be hosting a two day seminar in Knoxville for mid-level and upper-level personnel from the city agencies in CPTED concepts. This course will be an abbreviated seminar based on many of the concepts taught in the 40 hour course. We also will expand the seminar to include representatives from the private sector, i.e. architects, contractors, developers, apartment managers, etc. We want them to begin to view their environment from the perspective of crime and what they can do to reduce the potential for crime.

The other training that has taken place in conjunction with the overall crime prevention concept has been the SHOCAP training provided by Public Administration Service. This training was discussed in detail in the SHOCAP section of this report.

SUMMARY

SUMMARY

    The Crime Prevention Program for the Knoxville Police
Department is basically a very simple concept - expand from the
communities and neighborhoods and incorporate all governmental
agencies in the prevention process - prevention of not only crime
but other quality of life issues that relate to crime or result
in criminal activity. Although this is a simplistic statement of
the program, the coordination and cooperation is the key to the
program. The police agency must take the lead in the program and
then must co-opt the other agencies and people, both from
government, community agencies, and the private sector into
sharing in the responsibility of prevention.

    We at the Knoxville Police Department had to begin to look
at our way of thinking about crime prevention from within our own
organization.   For many years, we have considered crime
prevention a specialized function within the department and took
most of the control and opportunity away from the patrol
officers. We now realize that we need to put much of the initial
responsibility for providing crime prevention activities back
into the communities through better utilization of our officers.
After all, who knows an area, neighborhood, or community better
than the officer that patrols that beat?

    We want to develop the crime prevention unit as a support
unit for field operations and allow the unit to provide technical
assistance for the officers.   This is not to say that we are
putting all the responsibility for crime prevention on the patrol
officers, but we do want to make them more responsive to the
citizens on their beat. The Crime Prevention Unit will serve as
a conduit for information, design of programs, and development of
strategies.   They will further act as the coordinators for
activities in the areas and help to develop a stronger working
relationship with other government agencies and community
organizations.

    To strengthen that commitment, the Knoxville Police
Department has issued the following policy statement on crime
prevention:

    "The Department has committed substantial resources to
provide basic knowledge of crime prevention techniques and
tactics to virtually every sworn officer. This initial training
will be supplemented annually through both roll call and in-
service training to continuously improve the skill level of all
members of the Department. The impact of this new initiative is
already apparent from citizen and officer response.   To
facilitate further development of our crime prevention programs,
every member of the Department is encouraged to participate in
the delivery of crime prevention services. To ensure compliance
with this policy, supervisory personnel are directed to

incorporate crime prevention activities as an element in the annual officer evaluations. This action is taken to strongly encourage every member to participate in crime prevention programs.

Crime Prevention has long been a part of the KPD mission. Substantial research exists supporting the impact of crime prevention strategies and techniques. The KPD is fortunate to have a wide range of crime prevention programs...Without a broad base of support, the impact will be less than desired. Most importantly, these crime prevention programs are designed to improve the quality of police services provided to our citizens, reduce the fear level of the citizens, and reduce the opportunity for crime to occur. With these goals, the members of the KPD are directed to strive toward the achievement of these goals utilizing resources available to all members. The development of strategies for the delivery of crime prevention services should be coordinated through existing resources (Crime Prevention Unit) and through the use of existing tactics such as directed patrols.

Achievement of this policy goal will only result positively if all members of the KPD work together and strive toward the common goal of improving the quality of services being provided to the citizens we serve..."

As stated earlier, the keys to this program are cooperation among agencies and coordination of activities between agencies. The development of the descriptive package can be as simple as everyone sitting around a table with a map and marking their problem areas to more sophisticated methods of data collection and collation. The amounts and methods of data you want to collect are by your own design. Suggestions are offered in the neighborhood profile in Table 2 at the beginning of this report.

The prescriptive package should be a result of the data collected in the descriptive package so that you have a sound and solid basis for designing programs for an area or designating services to an area. The community needs should also be taken into account and not overlooked because without their support, all the programs in the world won't work. This prescriptive package should incorporate the existing programs utilized by the Crime Prevention personnel (if you already have an existing program) to the development of new programs to meet the needs as shown from the data collection effort. Some areas may need multiple programs or projects utilizing various agencies while other areas may only need minimal support to existing programs.

The Knoxville Police Department program is in the prescriptive package stage. We anticipate that the prescriptive package will be completed in the fall with full implementation of programs by 1989. Our biggest obstacle was at the descriptive package stage. We frankly tried to gather too much data in such a way that it was not manageable or could not be put into already existing data bases. After we simplified our methods and

resorted to working with individual agencies on a one-on-one basis we began to see progress. The concept is simple - coordination and cooperation among all agencies with emphasis towards the prevention of crime and criminal related activities.

To further respond to your questions concerning the program, contact the Crime Prevention Unit, Knoxville Police Department, 800 E. Church Avenue, Knoxville, TN. 37915, telephone (615) 521-1299 or 525-1020.

COMMUNITY SURVEY

APPENDIX A

CRIME PREVENTION SURVEY - CPS-01

GENERAL BACKGROUND

1.   Sex

   _____   (1) Male

   _____   (2) Female

2.   Race

   _____   (1) White

   _____   (2) Black

   _____   (3) Hispanic

   _____   (4) Other (Specify)_____

3.   Age

   _____   (1) Under 25

   _____   (2) 25-40

   _____   (3) 41-65

   _____   (4) Over 65

4.   Marital Status

   _____   (1) Single

   _____   (2) Married

   _____   (3) Divorced

   _____   (4) Widow(er)

5. Education

        _____ (1) 8th Grade or Less

        _____ (2) 9-11.9

        _____ (3) High School Diploma

        _____ (4) Some College

        _____ (5) College Degree

        _____ (6) College Degree - Plus

        _____ (7) Graduate Degree

6. Family Income

        _____ (1) 0-10,000

        _____ (2) 10,000-20,000

        _____ (3) 20,000-30,000

        _____ (4) 30,000-40,000

        _____ (5) 40,000-50,000

        _____ (6) Over 50,000

7. Are you employed?

        _____ (1) Yes (answer question 8)

        _____ (2) No (go to question 9)

8. If employed, is it:

        _____ (1) Full Time

        _____ (2) Part Time

9. How many adults are in your household?

_____ (1) 1

_____ (2) 2

_____ (3) 3

_____ (4) 4

_____ (5) 5

_____ (6) More than 5

10. How many children are in your household?

_____ (1) 0

_____ (2) 1

_____ (3) 2

_____ (4) 3

_____ (5) 4

_____ (6) 5 or more

11. How long have you lived at your current address?

_____ (1) Less than one year

_____ (2) 1-2 years

_____ (3) 3-5 years

_____ (4) Over 5 years

12. Do you live in a

_____ (1) House (if so, answer question 13)

_____ (2) Mobile Home (if so, go to question 14)

_____ (3) Apartment (if so, go to question 14)

_____ (4) Condo (if so, go to question 14)

_____ (5) Other (if so, go to question 14

13. In regards to your residence, do you

_____ (1) Own

_____ (2) Rent

_____ (3) Other

14. Why did you move to this particular neighborhood (**multiple answers**)

_____ (1) Nice neighborhood

_____ (2) Good schools

_____ (3) Safe from crime

_____ (4) Only place we could find

_____ (5) Price was right

_____ (6) Location

_____ (7) House characteristics

_____ (8) Always lived in this neighborhood

_____ (9) Other (work, school, etc.)_____

15. Prior to your current residence, did you live

_____ (1) In the city

_____ (2) In Knox County

_____ (3) Elsewhere in TN

_____ (4) Outside TN

16. Why did you move from your old neighborhood?

_____ (1) Prefer this location

_____ (2) House characteristics

_____ (3) Wanted better housing

_____ (4) Wanted less expensive

_____ (5) Had no choice

_____ (6) Change in living arrangements

_____ (7) Didn't like neighborhood

_____ (8) Crime, or fear of crime

_____ (9) Other_____

17. Is there anything you do not like about the neighborhood where you currently live?

_____ (1) Traffic, parking

_____ (2) Environment

_____ (3) Crime, or fear of crime

_____ (4) Inadequate schools, shopping, etc.

_____ (5) Bad elements moving in

_____ (6) Problems with neighbors

_____ (7) Mostly no problems

_____ (8) Other (describe)_____

FEAR AND PERCEPTION

18. How often do you go out in the evening?

_____ (1) Once a week or more

_____ (2) Less than once a week/more than once a month

_____ (3) About once a month

_____ (4) 2-3 times per year

_____ (5) Less than 2-3 times per year

19. Do you go out more or less than you did a year ago?

_____ (1) More

_____ (2) Less

_____ (3) About the same (skip question 20)

20. If you are going out more or less than you did a year ago, is it because of: (multiple answers)

_____ (1) Money

_____ (2) Health

_____ (3) Transportation

_____ (4) Age

_____ (5) Family Reasons

_____ (6) Crime or fear of crime

_____ (7) Other - Specify _____

21. When you go out in the evening, is it usually in the City or out of the City?

_____ (1) In the city

_____ (2) Outside the city

_____ (3) About equal

22. Are there some parts of the city where you would not go during the day because of fear of crime?

_____ (1) Yes

_____ (2) No

23. Can you name any locations? _____

24. Are there some parts of the city where you would not go during the night because of fear of crime?

_____ (1) Yes

_____ (2) No

25. Can you name any locations? _____

26. Have you limited or changed your activities in the past five years for fear of crime?

_____ (1) Yes

_____ (2) No

_____ (3) Don't know

27. Within the past year, do you think the crime in Knoxville has:

_____ (1) Increased (**answer** question 28)

_____ (2) Decreased

_____ (3) Remained the same

_____ (4) Don't know

28. Were you thinking about any particular crime when you said that crime in Knoxville had increased?

_____ (1) No

_____ (2) Yes

If yes, what crime? _____

29. Within the past year, do you think crime in your neighborhood has:

_____ (1) Increased (**answer** question 30)

_____ (2) Decreased

_____ (3) Remained the same

_____ (4) Don't know

30. Were you thinking about any specific crime?

_____ (4) No

_____ (5) Yes

If yes, what type of crime? _____

31. Do you think the crimes in your neighborhood are committed by:

_____ (1) People in the neighborhood

_____ (2) Outsiders

_____ (3) Equally by both

_____ (4) Don't know

32. What crime most concerns you within your neighborhood?

_____

33. How safe do you feel in your neighborhood at night?

_____ (1) Very safe

_____ (2) Safe

_____ (3) Unsafe

34. Is your neighborhood dangerous enough to make you want to move elsewhere?

_____ (1) Yes

_____ (2) No

35. How do you think crime in your neighborhood compares with other parts of the City?

_____ (1) More dangerous

_____ (2) About the same

_____ (3) Less dangerous

36. Would you say that in the past five years your chances of being robbed or attacked in your neighborhood have:

_____ (1) Gone up

_____ (2) Gone down

_____ (3) Remained the same

_____ (4) Don't know

37. Which statement do you agree with most?

_____ (1) Crime is less serious than the newspapers and TV report

_____ (2) Crime is more serious than the newspapers and TV report

38. Do you think people in general have limited or changed their activities in the past five years due to a fear of crime.

_____ (1) Yes

_____ (2) No

_____ (3) Don't know

39. Do you think people in your neighborhood have limited or changed their activities in the past five years due to a fear of crime.

_____ (1) Yes

_____ (2) No

_____ (3) Don't know

VICTIM OFFENDER RELATIONSHIP

40. During the past year, have you been the victim of a crime?

_____ (1) Yes (if yes, go to question 41)

_____ (2) No (if no, skip to question 68

41. Did you report the crime to the police department?

_____ (1) Yes

_____ (2) No (If no, skip to question 68)

42. During the past year, has anyone broken into your residence or another building on your property?

_____ (1) No

_____ (2) Yes - How many times _____

43. In the last year, did you find a door jimmed, a lock forced, or any other signs of an attempted break-in?

_____ (1) No

_____ (2) Yes - How many times _____

44. During the past year, has anything been stolen from outside your home, such as a bicycle, garden hose, or lawn furniture?

_____ (1) No

_____ (2) Yes - How many times _____

45. How many different motor vehicles, (cars, trucks, motorcycles, etc.) are owned by you or any other members of your household during the past year?

_____ (1) None

_____ (2) One

_____ (3) Two

_____ (4) Three

_____ (5) Four or more

46. During the past year, has anyone stolen or tried to steal or use any of these vehicles without permission?

_____ (1) No

_____ (2) Yes - How many times _____

47. During the past year, has anyone stolen or tried to steal parts attached to any of these vehicles such as batteries, hubcaps, etc.

_____ (1) No

_____ (2) Yes - How many times _____

48. During the past year did anyone take something directly from you by using force, such as by a stick-up, mugging, purse snatching, etc.?

_____ (1) No

_____ (2) Yes - How many times _____

49. Did anyone <u>try</u> to rob you by using force or threatening to harm you within the past year?

_____ (1) No

_____ (2) Yes - How many times _____

50. Did anyone beat you up, attack you, or hit you with something, such as a rock or bottle within the past year?

_____ (1) No

_____ (2) Yes - How many times _____

51. Within the past year, were you knifed, shot at, or attacked with some other weapon by anyone?

_____ (1) No

_____ (2) Yes - How many times _____

If questions 40 through 51 were yes, ask the following questions concerning the offender:

52. Was the crime committed by only one or more than one person?

_____ (1) Only one (**answer** questions 53 thru 58)

_____ (2) More than one (**answer** questions 59 thru 67)

_____ (3) Don't know (**skip to question 68**)

SINGLE OFFENDER

53. Was this person male or female?

_____ (1) Male

_____ (2) Female

_____ (3) Don't know

54. How old would you say the person was?

_____ (1) Under 12

_____ (2) 12-14

_____ (3) 15-17

_____ (4) 18-20

_____ (5) 21-29

_____ (6) Over 30

_____ (7) Don't know

55. Was the person someone you knew or a stranger you had never seen before?

_____ (1) Known (answer question 56-58)

_____ (2) Stranger (skip to question 58)

_____ (3) Don't know (skip to question 68)

56. How well did you know the person - by sight only, casual acquaintance, or well known?

_____ (1) Sight only

_____ (2) Casual acquaintance

_____ (3) Well known

57. What was the person's relationship to you?

_____ (1) Spouse

_____ (2) Ex-spouse

_____ (3) Parent

_____ (4) Own child

_____ (5) Brother/sister

_____ (6) Other relative

_____ (7) Boyfriend/girlfriend

_____ (8) Friend/ex-friend

_____ (9) Other non-relative

58. Was he/she white, black or some other race?

_____ (1) White

_____ (2) Black

_____ (3) Other

_____ (4) Don't know

MULTIPLE OFFENDER

59.   How many persons?

_____ (1) Actual number

_____ (2) Don't know

60.   Were they male or female?

_____ (1) All male

_____ (2) All female

_____ (3) Don't know sex of any offenders

_____ (4) Both male and female

61.   How old would you say the youngest was?

_____ (1) Under 12

_____ (2) 12-14

_____ (3) 15-17

_____ (4) 18-20

_____ (5) 21-29

_____ (6) 30 or over

_____ (7) Don't know

62.   How old would you say the oldest was?

_____ (1) Under 12

_____ (2) 12-14

_____ (3) 15-17

_____ (4) 18-20

_____ (5) 21-29

_____ (6) 30 or over

_____ (7) Don't know

63. Were any of the persons known to you or were they all strangers you had never seen before?

_____ (1) All known (**answer** questions 64-67)

_____ (2) Some known (**answer** questions 64-67)

_____ (3) All strangers (skip to question 66)

_____ (4) Don't know (skip to question 66)

64. How well did you know the person(s) - by sight only, casual acquaintance or well known?

_____ (1) Sight only (skip to question 66)

_____ (2) Casual acquaintance (skip to question 66)

_____ (3) Well known (answer question 65)

65. What was the well known person's relationship to you?

_____ (1) Spouse

_____ (2) Ex-spouse

_____ (3) Parent

_____ (4) Own child

_____ (5) Brother/sister

_____ (6) Other relative

_____ (7) Boyfriend/exboyfriend

_____ (8) Girlfriend/exgirlfriend

_____ (9) Friend/exfriend

_____ (10) Other non-relative

66. Were the offenders white, black, or some other race?

_____ (1) White

_____ (2) Black

_____ (3) Other

_____ (4) Don't know

(if more than one is marked in question 66, ask question 67)

67. What race were most of the offenders?

_____ (1) Mostly white

_____ (2) Mostly black

_____ (3) Mostly some other race

_____ (4) Evenly divided

_____ (5) Don't know

POLICE SERVICES

68. Would you say that the Knoxville Police Department is doing a -

_____ (1) Excellent job

_____ (2) Above average job

_____ (3) Average job

_____ (4) Fair job

_____ (5) Poor job

69. In what ways could the Knoxville Police Department improve (multiple answers)?

    _____ (1) Be more courteous

    _____ (2) Concentrate on serious crimes

    _____ (3) Don't discriminate

    _____ (4) Improve training

    _____ (5) Hire more officers

    _____ (6) More community involvement

    _____ (7) Concern with minor crimes/vandalism

    _____ (8) More traffic enforcement:

        (8a) __ Speeding   (8c) __ Reckless Driving

        (8b) __ DWI   (8d) __ Other, specify_____

70. Have you called the police during the last year to report something that happened to you which you thought was a crime?

    _____ (1) Yes

    _____ (2) No (if no, skip to question 78)

71. The last time you called the Knoxville Police Department, considering the nature of the call, do you feel that the response time was adequate?

    _____ (1) Yes

    _____ (2) No

72. Do you feel satisfied with the service provided by the 1st officer to arrive?

    _____ (1) Yes

    _____ (2) No

73. Was a Detective assigned to investigate your case?

_____ (1) Yes (if yes, answer question 74)

_____ (2) No (skip to question 75)

74. If yes, were you satisfied with the detective's per-formance?

_____ (1) Yes

_____ (2) No

75. Have you ever had a complaint handled over the telephone?

_____ (1) Yes

_____ (2) No

76. If so, were you satisfied with the service provided?

_____ (1) Yes

_____ (2) No

77. Do you feel that it is necessary to send an officer to every complaint - rather than taking some reports over the phone (i.e., vandalisms, stolen auto, etc.)?

_____ (1) Yes

_____ (2) No

_____ (3) Don't know

78. Are you aware of the Crime Prevention Programs offered by the Knoxville Police Department?

_____ (1) Yes (continue with survey)

_____ (2) No (end of survey)

79. How did you learn about these Crime Prevention services
    (multiple answers)

    _____ (1) Newspaper

    _____ (2) Radio

    _____ (3) TV

    _____ (4) Relative

    _____ (5) Crime Prevention Signs

    _____ (6) Neighborhood Meetings

    _____ (7) Schools

    _____ (8) Police Officer

    _____ (9) Other - Specify _____

    _____

80. Have you used any of the services provided by the Crime
    Prevention Unit?

    _____ (1) No

    _____ (2) Yes

81. Have you ever used (multiple answers)

    _____ (1) Neighborhood Watch

    _____ (2) Security Survey/Operation Identification

    _____ (3) Child Fingerprint Program

    _____ (4) Senior Citizen Programs

    _____ (5) Fleet-watch Programs

    _____ (6) Retailing or business surveys

    _____ (7) School programs

    _____ (8) Other - Specify _____

    _____

SCHOOL SURVEY

APPENDIX B

DURING SCHOOL HOURS/SOCIAL FUNCTIONS ONLY

1. **GRADE** _____

2. **SEX**

   MALE _____

   FEMALE _____

3. **RACE**

   WHITE _____

   BLACK _____

   HISPANIC _____

   ASIAN _____

   OTHER _____

4. **HAS ANYTHING HAPPENED TO YOU DURING <u>THIS</u> SCHOOL YEAR WHICH YOU THOUGHT WAS A CRIME BUT <u>DID NOT</u> REPORT TO SCHOOL OFFICIALS OR THE POLICE?**

   YES _____

   NO _____

5. **IF THE INCIDENT <u>WAS NOT</u> REPORTED TO SCHOOL OFFICIALS OR THE POLICE, WHAT WAS THE REASON?**

   Nothing could be done. _____

   Did not think it was important enough. _____

   School officials/police wouldn't want to be bothered. _____

   Did not want to take time - too inconvenient. _____

   Private or personal matter - did not want to report it. _____

   Did not want to get involved. _____

   Afraid of person getting even. _____

   Reported to someone else. _____

   Other (specify) _____

6. **DURING THIS SCHOOL YEAR, HAS ANYONE <u>THREATENED</u> TO BEAT YOU UP?**

   YES _____

   NO _____   (If <u>"No"</u>, go to question number 10).

7. DID YOU KNOW THE PERSON WHO <u>THREATENED</u> TO BEAT YOU UP?

        YES   _____

        NO   _____   (If "<u>No</u>", go to question number 9).

8. WAS THE PERSON WHO <u>THREATENED</u> TO BEAT YOU UP A:

        Boyfriend   _____

        Girlfriend   _____

        Ex-Boyfriend   _____

        Ex-Girlfriend   _____

        Friend   _____

        Acquaintance   _____

        Family Member   _____

        Stranger   _____

9. WAS THE PERSON WHO <u>THREATENED</u> TO BEAT YOU UP USING DRUGS OR ALCOHOL AT THE TIME?

        YES   _____

           DRUGS   _____

           ALCOHOL   _____

        NO   _____

10. DURING <u>THIS</u> SCHOOL YEAR, HAS ANYONE <u>THREATENED</u> YOU WITH A KNIFE, GUN, OR SOME OTHER WEAPON?

        YES   _____

           Gun   _____

           Knife   _____

           Other   _____

        NO   _____   (If "<u>No</u>", go to question number 14).

11. DID YOU KNOW THE PERSON WHO <u>THREATENED</u> YOU WITH A KNIFE, GUN, OR SOME OTHER WEAPON ?

        YES   _____

        NO   _____   (If "<u>No</u>", go to question number 13).

12. WAS THE PERSON WHO <u>THREATENED</u> YOU WITH A KNIFE, GUN OR SOME OTHER WEAPON A:

    Boyfriend   _____

    Girlfriend   _____

    Ex-Boyfriend   _____

    Ex-Girlfriend   _____

    Friend   _____

    Acquaintance   _____

    Family Member   _____

    Stranger   _____

13. WAS THE PERSON WHO <u>THREATENED</u> YOU WITH A KNIFE, GUN OR SOME OTHER WEAPON USING DRUGS OR ALCOHOL AT THE TIME?

    YES   _____

       Drugs   _____

       Alcohol _____

    NO   _____

14. DURING <u>THIS</u> SCHOOL YEAR, HAS ANYONE <u>ACTUALLY</u> BEATEN YOU UP, ATTACKED YOU OR HIT YOU WITH SOMETHING, SUCH AS A ROCK OR BOTTLE?

    YES   _____

    NO   _____   (If "<u>No</u>", go to question number 18).

15. DID YOU KNOW THE PERSON WHO <u>ACTUALLY</u> BEAT YOU UP, ATTACKED YOU OR HIT YOU WITH SOMETHING, SUCH AS A ROCK OR BOTTLE?

    YES   _____

    NO   _____   (If "<u>No</u>", go to question number 17).

16. WAS THE PERSON WHO <u>ACTUALLY</u> BEAT YOU UP, ATTACKED YOU OR HIT YOU WITH SOMETHING, SUCH AS A ROCK OR BOTTLE, A:

> Boyfriend _____
>
> Girlfriend _____
>
> Ex-Boyfriend _____
>
> Ex-Girlfriend _____
>
> Friend _____
>
> Acquaintance _____
>
> Family Member _____
>
> Stranger _____

17. WAS THE PERSON WHO <u>ACTUALLY</u> BEAT YOU UP, ATTACKED YOU OR HIT YOU WITH SOMETHING, SUCH AS A ROCK OR BOTTLE, USING DRUGS OR ALCOHOL AT THE TIME?

> YES _____
>
> > Drugs _____
> >
> > Alcohol _____
>
> NO _____

WERE YOU HURT?

> YES _____
>
> NO _____ (If "No", go to question number 18).

IF YOU WERE <u>HURT,</u> WHAT WERE YOUR INJURIES?

> Knife or gunshot wounds _____
>
> Broken bones or teeth knocked out _____
>
> Internal injuries, or knocked unconscious _____
>
> Bruises, blackeye, cuts, scratches, or swelling _____
>
> Other _____ _____

18. DURING <u>THIS</u> SCHOOL YEAR, HAS ANYONE <u>TRIED</u> TO ROB YOU BY USING FORCE OR MAKING THREATS?

> YES _____
>
> NO _____ (If "No", go to question number 22).

19. DID YOU KNOW THE PERSON WHO <u>TRIED</u> TO ROB YOU BY USING FORCE OR MAKING THREATS?

> YES _____
>
> NO _____ (If "No", go to question number 21).

4

20. WAS THE PERSON WHO <u>TRIED</u> TO ROB YOU BY USING FORCE OR MAKING THREATS A:

   Boyfriend   _____
   Girlfriend   _____
   Ex-Boyfriend   _____
   Ex-Girlfriend   _____
   Friend   _____
   Acquaintance   _____
   Family Member   _____
   Stranger   _____

21. WAS THE PERSON WHO <u>TRIED</u> TO ROB YOU BY USING FORCE OR BY MAKING THREATS USING DRUGS OR ALCOHOL AT THE TIME?

   YES   _____
        Drugs   _____
        Alcohol   _____
   NO   _____

WERE YOU HURT?

   YES   _____
   NO   _____   (If "No", go to question number 22)

IF YOU WERE <u>HURT,</u> WHAT WERE YOUR INJURIES?

   Knife or gunshot wounds   _____
   Broken bones or teeth knocked out _____
   Internal injuries, or knocked unconscious _____
   Bruises, blackeye, cuts, scratches, or swelling _____
   Other _____

22. DURING <u>THIS</u> SCHOOL YEAR, HAS ANYONE <u>ACTUALLY</u> TAKEN SOMETHING DIRECTLY FROM YOU BY USING FORCE OR BY MAKING THREATS?

   YES   _____
   NO   _____   (If "No", go to question number 26).

5

23. DID YOU KNOW THE PERSON WHO <u>ACTUALLY</u> TOOK SOMETHING DIRECTLY FROM YOU BY USING FORCE OR BY MAKING THREATS?

        YES   _____

        NO   _____ (If <u>"No"</u>, go to question number 25).

24. WAS THE PERSON WHO <u>ACTUALLY</u> TOOK SOMETHING DIRECTLY FROM YOU BY USING FORCE OR BY MAKING THREATS A:

        Boyfriend   _____

        Girlfriend   _____

        Ex-Boyfriend   _____

        Ex-Girlfriend   _____

        Friend   _____

        Acquaintance   _____

        Family Member   _____

        Stranger   _____

25. WAS THE PERSON WHO <u>ACTUALLY</u> TOOK SOMETHING DIRECTLY FROM YOU BY USING FORCE OR BY MAKING THREATS USING DRUGS OR ALCOHOL AT THE TIME?

        YES   _____

          Drugs   _____

          Alcohol   _____

        NO   _____ (If <u>"No"</u>, go to question number 26).

WERE YOU HURT?

        YES   _____

        NO   _____

IF YOU WERE <u>HURT,</u> WHAT WERE YOUR INJURIES?

        Knife or gunshot wounds   _____

        Broken bones or teeth knocked out   _____

        Internal injuries, or knocked unconscious   _____

        Bruises, blackeye, cuts, scratches, or swelling   _____

        Other   _____

26. DURING <u>THIS</u> SCHOOL YEAR, HAVE YOU BEEN A VICTIM OF A CRIME <u>GOING</u> TO SCHOOL OR <u>COMING</u> HOME FROM SCHOOL?

        YES   _____

        NO   _____ (If <u>"No"</u>, go to question number 27).

IF "YES", WHERE DID THE CRIME HAPPEN?

While walking to school _____

While riding the school bus _____

While riding a bicycle to school _____

While riding in a car _____

Other _____

IF "YES", DID YOU REPORT THIS CRIME TO ANYONE?

YES _____

To Whom?

Parents _____

School Officials _____

Police _____

Other _____

NO _____

27. DURING THIS SCHOOL YEAR, HAVE YOU BEEN A VICTIM OF A SEX CRIME AT HOME?

YES _____

NO _____ (If "No", go to question number 28).

If "Yes", did you report it?

YES _____

NO _____

If "Yes", to whom did you report it?

School Officials _____

Police _____

Parent _____

Other Family Member _____

Other _____

28. DURING THIS SCHOOL YEAR, HAVE YOU BEEN A VICTIM OF A SEX CRIME AT SCHOOL?

YES _____

NO _____ (If "No", go to question number 29)

If "Yes", did you report it?

    YES   _____

    NO   _____

If "Yes", to whom did you report it?

    School Officials _____

    Police _____

    Parent _____

    Other Family Member _____

    Other _____

29. **DO YOU USE DRUGS OR ALCOHOL?**

    YES _____

      Drugs _____

      Alcohol _____

    NO _____

If "Yes", do you use drugs on a regular basis?

    YES _____

    NO _____

30. **HOW OFTEN DO YOU USE DRUGS?**

    Everyday ____

    Once a week _____

    Several Times a Week _____

    Weekends Only _____

    Once a Month _____

31. **HAVE YOU EVER TRIED DRUGS?**

    YES _____

    NO _____

If "Yes", what kind of drugs have you tried?

    Marijuana _____

    Cocaine _____

    "Uppers" _____

    "Downers" _____

    Other _____

32. DO YOU SELL DRUGS?

      YES _____

      NO _____

If "Yes", what kind of drugs do you sell?

    Marijuana _____

    Cocaine _____

    "Uppers" _____

    "Downers" _____

    Other _____

33. HAVE YOU EVER SOLD ANYTHING THAT YOU PASSED OFF AS DRUGS?

      YES _____

      NO _____

34. HAVE YOU EVER SOLD A LOOK-ALIKE DRUG?

      YES _____

      NO _____

35. DO YOU USE ALCOHOL ON A REGULAR BASIS?

      YES _____

      NO _____

36. HOW OFTEN DO YOU USE ALCOHOL?

    Everyday _____

    Once a week _____

    Several Times a Week _____

    Weekends Only _____

    Once a Month _____

37. DO YOU THINK THAT SCHOOL OFFICIALS AND/OR THE POLICE ARE ABLE TO SOLVE CRIME PROBLEMS IN YOUR SCHOOL?

      YES _____

      NO _____

      DON'T KNOW _____

38. ARE YOU AWARE OF THE CRIME PREVENTION PROGRAMS AND SERVICES OFFERED BY THE KNOXVILLE POLICE DEPARTMENT?   (EXAMPLE: MC GRUFF, NEIGHBORHOOD WATCH, OPERATION IDENTIFICATION, ETC.)

      YES   _____

      NO   _____

39. HAVE YOU OR YOUR FAMILY USED ANY OF THE SERVICES OR TAKEN PART IN ANY OF THE PROGRAMS OFFERED BY THE CRIME PREVENTION UNIT?

      YES   _____

      NO   _____

      DON'T KNOW   _____

If "Yes", which programs or services?

    Operation Identification   _____

    Neighborhood Watch   _____

    McGruff Programs   _____

    Other (Specify)   _____