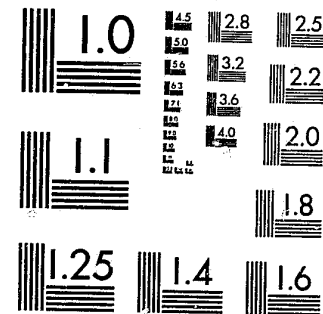


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National Institute of Justice
United States Department of Justice
Washington, D. C. 20531

9/14/83

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|--|--|--|---------------------------|
| U. S. DEPARTMENT OF JUSTICE LAW ENFORCEMENT ASSISTANCE ADMINISTRATION | | CATEGORICAL GRANT PROGRESS REPORT | |
| GRANTEE CITY OF ATLANTA | | LEAA GRANT NO. 79DX-AX-2013 78A-02-040 | DATE OF REPORT 7-23-82 |
| IMPLEMENTING SUBGRANTEE DEPARTMENT OF PUBLIC SAFETY | | TYPE OF REPORT <input type="checkbox"/> REGULAR <input checked="" type="checkbox"/> FINAL REPORT | |
| SHORT TITLE OF PROJECT MANAGING CRIMINAL INVESTIGATIONS | | GRANT AMOUNT \$55,906.00 | |
| REPORT IS SUBMITTED FOR THE PERIOD | | THROUGH | |
| SIGNATURE OF PROJECT DIRECTOR | | TYPED NAME & TITLE OF PROJECT DIRECTOR MAJOR J. B. STEED | |
| COMMENCE REPORT HERE (Add continuation pages as required.) | | | |
| <p>The format of this quarterly report follows the outline of the MCI goals and objectives as indicated in the grant, along with the various methodologies utilized, in an effort to accomplish the goals and objectives of the grant.</p> | | | |
| <p>U.S. Department of Justice National Institute of Justice</p> <p>This document has been reproduced exactly as received from the person or organization originating it. Points of view or opinions stated in this document are those of the authors and do not necessarily represent the official position or policies of the National Institute of Justice.</p> <p>Permission to reproduce this copyrighted material has been granted by PUBLIC DOMAIN/LEAA</p> <p>to the National Criminal Justice Reference Service (NCJRS).</p> <p>Further reproduction outside of the NCJRS system requires permission of the copyright owner.</p> | | | |
| <p>87572</p> | | | |
| NOTE: No further monies or other benefits may be paid out under this grant unless this report is completed and filed as required by existing law and regulations (FMC 74-7; Omnibus Crime Control Act of 1978). | | | |
| RECEIVED BY GRANTEE STATE PLANNING AGENCY (Official) | | | DATE |
| LEAA FORM 4537/1 (REV. 2-77) REPLACES EDITION OF 12-75 WHICH IS OBSOLETE. | | | |

INSTRUCTIONS FOR COMPLETING LEAA CATEGORICAL GRANT PROGRESS REPORTS

Grantees are required to submit Progress Reports on project activities and accomplishments. It is expected that reports will include data appropriate to this stage of project development and in sufficient detail to provide a clear idea and summary of work and accomplishments to date. The following should be observed in preparation and submission of progress reports:

- a. Due Date. Reports are due 30 days after the close of each calendar quarter. The final report is due 90 days following the close of the grant period or any extension thereof.
- b. Submission. Grantees shall submit to the LEAA project monitor an original and one copy of quarterly progress reports and an original and three copies of final progress reports.
- c. Form and Execution. Grantees should use LEAA Form 4587/1 (Rev. 2-77) as a face sheet. If continuation pages are needed, plain bond paper is to be used. It should be noted that the report is to be signed by the person designated as project director on the grant application or any duly designated successor.
- d. Reporting Requirements. The reporting requirements noted in this section are designed to provide LEAA with sufficient information to monitor grant implementation and goal achievement. To support effective monitoring progress reports must be keyed to the grant implementation plan provided in Part IV of the grant application. Specifically, the report should:
 1. Indicate the status of each goal which was due for completion during a previous report quarter but carried over due to implementation or other problems.
 2. State the status of each goal which was scheduled to be achieved during the report period.
 3. State the corrective action planned to resolve implementation problems and state the effect of these problems on the remaining schedule for achieving the project remaining goals.
 4. If appropriate, identify changes which are needed in the implementation plan specified in Parts III and IV of the grant application to overcome problems. Changes which alter plans and/or goals set forth in Part III or IV of the application require prior LEAA approval and the issuance of a Grant Adjustment Notice.
 5. State what technical assistance LEAA might provide during the coming quarter to help resolve implementation problems. If technical assistance has been provided to resolve implementation problems, state the problems (or tasks) addressed and the results (or impact) of the assistance provided.
 6. Based on the performance measures set forth in the grant application (implementation plan), indicate in quantitative terms the results (of the project) achieved both during the reporting period and cumulative-to-date. Explanatory and qualifying statements will be helpful here, especially if project objectives have changed.
- e. Special Requirements. Special reporting requirements or instructions may be prescribed for categorical projects in certain program or experimental areas to better assess impact and comparative effectiveness of the overall categorical grant program. These will be communicated to affected grantees by LEAA.

COMPONENT I

ALTERATION OF THE PATROL ROLE

Patrol officers in most police agencies are little more than report-takers when they arrive at the scene of a crime. However, if patrol officers are trained properly, it becomes wasteful for a detective to be assigned to follow-up every case, providing the patrol officer has made a thorough search for leads and communicates his efforts to his supervisor.

GOALS AND OBJECTIVES

1. To expand the role of the patrol officer in the initial investigation to include the detection of solvability factors; and
2. To develop a system for documenting the presence or absence of solvability factors during the initial investigation.

METHODOLOGY

1. The most important accomplishment during this quarter, which addresses itself to the objectives under this component, is that of implementing our in-service training program. It is the opinion of the staff that the overall organization of the course agenda for in-service training aided personnel in a better understanding of the MCI concept and benefitted them in other areas as well. For example first aid, search and seizure, etc. (See Attachment I)
2. In an effort to continue to obtain results in the area of objective #1, there is an on going effort on the part of the field supervisors to emphasize the importance of exhausting all means in looking for solvability factors. This is done on a regular basis during roll call.
3. During this quarter, the practice of rejecting reports which failed to

indicate solvability has continued.

4. We have continued the practice of reassigning certain target crime reports to the uniform officer. This practice, within itself, has helped a great deal in the development of the uniform officers investigative skills. Even though the supervisors view this area as being positive, some of the uniform officers are extremely negative towards this particular concept. They view this as added work for them. They feel that they should be handled by the detectives. There is a continuous effort to change this attitude through our in-service training program.

5. During this quarter, uniform officers were assigned a total of thirty-two (32) target-crime reports to handle. Uniform officers were also expected to perform complete follow-up investigation pertaining to certain types of vandalism reports. For this quarter, uniform personnel were assigned a total of nineteen (19) vandalism reports to handle the complete follow-up investigation.

6. Before a uniform officer is asked to perform the follow-up investigation, there must be certain factors present. The factors remain the same as indicated in our previous quarterly report.

7. The practice of expanding the role of the V.A.O., as mentioned in our last quarterly report, was maintained during this quarter as well.

8. The practice of having detectives address roll call has continued. It is still felt that this practice helps keep open lines of communication between uniform officers and detectives. The detectives utilized this time by enforcing the philosophy that addresses itself to objective #1, under this

component. (See Attachment II)

9. The practice of having the detectives address roll call has gone a long way in helping to eliminate the fact that some uniform officers were not acquainted with some of the detectives.

10. The practice of having detectives back-up uniform officers on target-crime helps in insuring that they perform thorough initial investigation, because they give them advice and can give proper guidance. The detectives also back-up patrol units on other serious calls as well, which helps foster a degree of very positive comraderie.

11. In an effort to guide the uniform officers through the initial investigation, there is a solvability checklist form for them to use as a guide. This is done in order to address the concerns of objective #2, under this component. (See Attachment III)

12. The new offense report, which the Bureau will begin to use on a trial basis as of August 1, 1982, will have the key solvability factors included in the offense report. (See Attachment IV)

13. It is felt that in order to obtain favorable results from the uniform officers, in fighting the target-crimes to which this grant addresses itself, they must be given feedback to inform them of the success of their efforts. This type of feedback is provided to the uniform supervisors, whereby they can communicate this information to the personnel under their supervision.

COMPONENT II

IMPLEMENTATION OF CASE SCREENING

The case screening component provides the mechanism for the application of solvability factors to the case continuation decision making process.

GOALS AND OBJECTIVES

1. To develop a mechanism for screening out predictably "unsolvable" cases, and
2. To develop a system for advising victims of the decision to suspend their active field investigation.

METHODOLOGY

1. In an effort to achieve any degree of success in the area addressed under objective #1, we have found that the best way to determine if an offense report should receive follow-up investigation is in cases where there are some type of combination of solvability factors present.
2. In addressing the concerns of the philosophy centered around objective #1, there must be decisions made from time to time as to whether or not an offense report should receive any further follow-up investigation, regardless of what solvability factors may be present. Criteria such as the amount of time spent in either detective man hours or uniform man hours must be taken into consideration at various time. For example, the reported theft of one dollar's worth of gasoline, and the car comes back registered to someone in Savannah, Georgia. It has been the prevailing philosophy within our program that this type of report should not be recommended for continued follow-up. Another example, would be in the case of a burglary, and the perpetrator happens to be the son/daughter of the victim, and the property loss is less

than \$50.00, and it is determined at the time the report is made that the perpetrator has left town to live with other relatives in another state. In this type of situation, it would be our position to have the victim contact our office when, or if, the perpetrator returns to town, and they still had a desire to prosecute their case.

3. As indicated in our past quarterly reports, we are continuing the practice of sending out two different types of victim letters on a daily basis.

4. During this quarter, we have developed an additional type of letter to send out to victims when we have been unable to contact them concerning their report. This process was developed within the guidelines of the standards set by the F.B.I.'s Uniform Crime Reporting System. (See Attachment V)

5. During this quarter, we have continued the practice of having officers participate in the canvassing of neighborhoods where burglaries have occurred.

6. The practice of having officers canvass gives the victim more assurance that the initial process of the complaint is being investigated thoroughly, as well as helping in the area of determining whether or not the offense may or may not be solvable.

COMPONENT III

MANAGEMENT OF THE CONTINUING INVESTIGATION

In many ways, the greatest challenge in the implementation of the MCI system is found within the management of the continuing investigation component. Indeed, it is in this area that most agencies have found change the most difficult. We believe that significant improvements can be made in

the management of the continuing investigation, especially if one carefully follows the important logic of the MCI system.

Case screening will necessarily reduce the number of cases which flow to investigators for continuing investigation.

GOALS AND OBJECTIVES

1. To develop procedures for case assignment and review; and
2. To develop a system for administrative review of cases not warranting a follow-up investigation.

METHODOLOGY

1. In an effort to achieve objective number #1 under this component, the practice of assigning cases based upon the presence of solvability factors continues.
2. As indicated in our prior quarterly reports, it is still mandatory that detectives meet with the case screening supervisor at least once a week. This is done in order to review the present status of their perspective case assignments.
3. We are continuing to use a ten-(10) day turn-around period for cases assigned to detectives, as indicated in previous quarterly reports. If its determined that more time is needed on a particular investigation, justification must be given to the case screening supervisor.
4. During this quarter, we have been operating with only four detectives. We have had two to obtain promotions and, as yet, they have not been replaced. This has affected some of the innovative things we could do with our manpower, which was dicussed in our earlier quarterly reports - things, which were

considered to be non-traditional insofar as the utilization of manpower is concerned. But the shortage has not affected our ability to live up to the overall goals and objectives of the grant.

5. In addressing the concerns of objective #2 under this component, we are continuing to send out victim letters addressing this particular concern.

COMPONENT IV

One of the important goals of the MCI process is to increase the number of convictions of cases brought to court. Lack of convictions often is the result of poorly prepared cases, inadequate evidence, failure to develop secondary cases when evidence is available, and failure of the police and the prosecutor to share information on weaknesses in case preparation and presentation.

The police prosecutor component aims at developing a meaningful linkage between the police agency and the prosecutor; to provide regular feedback on case preparation and presentation quality and assist in development of cases prior to arraignment or prosecution. Such a system of inter-related activities is only possible when there is a formalized set of relationships, a detailed information feedback process, and availability of police and prosecutive resources directed solely to jointly work on these issues.

GOALS AND OBJECTIVES

1. To develop case preparation procedures consistent with prosecutorial requirements for charging, indictment and conviction; and
2. To develop a mechanism for providing feedback to the police on case dispositions.

METHODOLOGY

1. This component has been an area wherein we have needed to place a great deal of attention. During this quarter, it is our opinion that we have made great strides in living up to the goals and objectives of this particular component.
2. During this quarter, the case preparation checklist has continued to be used, just as indicated in our last quarterly report.
3. In an effort to continue to improve our case preparation procedure, from time to time the Fulton County District Attorney's Office may make changes on our case preparation checklist. When this happens, the changes are immediately communicated to the sworn personnel in the zone. (See Attachment VI)
4. The police liaison officer disseminates monthly information regarding such things as the type of target crimes bound over from Municipal Court, as well as sending memorandums to sworn personnel informing them of each stage of their target crime as it moves through the criminal justice system. (See Attachment VIII)
5. The police liaison officer also takes part in addressing roll call from time to time with the detectives.
6. The police liaison officer also helps in our in-service training program.
7. Assistant District Attorney, Gordon Miller, who was initially assigned as the liaison person from the District Attorney's Office, has been working with us extensively during this quarter. It was indicated earlier that due to the

Wayne Williams' Murder Trial, he was temporarily relieved of this responsibility. During this quarter, he has helped us most graciously in carrying out our in-service training program.

8. The MCI program operating in Zone 1, has the lowest rejection rate of bind over cases being sent back by the District Attorney's Office than any other zone in the city. This is a direct result of having the police liaison officer's position filled.
9. We are continuing to receive positive accolades from members of the Fulton County District Attorney's Office, as well as the State Solicitor General's Office regarding the case preparation of officers assigned under this program. (See Attachment VIII)
10. Please review our last quarterly report in order to see many forms, which were developed during the last quarter, and are now in full operational use; they are proving to be extremely beneficial.

COMPONENT V

THE MONITORING SYSTEM

The purpose of this component is to provide the police administrator with a means to continually assess the operation of the entire MCI system.

GOALS AND OBJECTIVES

1. To establish identification of evaluative criteria.
2. To establish a system for the collection and dissemination of information so that judgements can be made.

METHODOLOGY

1. In effort to address objective #1, under this component, again during this period there are telephone surveys being conducted on a regular basis. The particular area of concern, with which the survey addresses itself, is that of how the officer conducts himself/herself at the initial taking of the report. The surveys are conducted by two interns working on their master's degree in Criminal Justice Administration at Atlanta University. It is felt that by having the interns conduct these surveys, claims of being partial will be diminished.

Their findings for June are still being tabulated; however, their findings for March, April, and May have been completed. (See Attachment IX)

2. For the month of March, 1982, we had a total of 283 burglaries; 400 larcenies - making a total of 689 target crime reported. Therefore, in reviewing the data in Attachment #9, we attempted to contact 15.6 percent of the reported victims during this period. We were only able to contact 4.0 percent. Realizing we do not have control over the number of people we are able to contact, it is still felt that our efforts are well spent.

3. For the month of April, 1982, we had a total of 222 burglaries; 533 larcenies - making a total of 755 target crime reported. Therefore, in reviewing the data in Attachment #9, we attempted to contact 13.6 percent of the reported victims during this period. We were only able to contact 5.2 percent. The victims contacted for this period reported an increase of 1.2 percent over that of March.

4. For the month of May, 1982, we had a total of 204 burglaries;

400 larcenies - making a total of 604 target crime reported. Therefore, in reviewing the data in Attachment #9, we attempted to contact 16.5 percent of the reported victims during this period. We were only able to contact 26.0 percent. The victims contacted for this period reported an increase of 20.8 percent over that of April.

5. In reviewing the survey data, it is evident that a very large majority of the victims felt that the officers were instrumental in obtaining information that was pertinent to their cases. This is important to know because it gives some indication as to whether or not uniform personnel are becoming more conscious of being "lead-searchers", which is desired, as opposed to "report takers".

6. We are still utilizing the talents of two Atlanta University interns in an effort to make certain valid judgements concerning the program. They are still gathering data which can be used as a means of performing a comparative analysis for their individual thesis. Again, it is felt that by having the interns perform this particular analysis, it should be more non-biased due to their not being sworn personnel of the Bureau.

7. In Table 1, titled MCI Quarterly Report, you will find the percentage of target cases accepted for prosecution for both detectives as well as for patrol officers. The basis for this is determined on the cases which are bound over to State or Superior Court.

8. MCI Quarterly Report, Table 1 and 2, are setup to show thirteen (13) separate evaluation categories. Each category is broken down by a three-month period, then the average of the three-month period for each individual

category. (See Attachment X)

9. Since one of the goals and objectives within the MCI grant is that of seeking a ten-(10) day turn-around period, you may review our case closed tables. The first case closed table informs you of the percentages of target crimes cleared or reassigned to officers within ten (10) days, while the second case closed table informs you of the percentage of target crimes cleared only within a ten-(10) day period of time.
10. This quarter marks the 18th month that our City has been operating under the MCI grant. It was felt that, just as we did at the end of one year into the grant, it was time to conduct another survey among the uniform officers to ascertain their attitude, etc., concerning the program. Since this is our last scheduled quarterly report, it is felt that another uniform evaluation would be most beneficial at this point. (See Attachment XI)

CONCLUSION

The MCI program terminated on July 7, 1982, this being our final report, we are currently awaiting an assessment of our program from the Reston Consulting & Training Services Inc. Mr. Timothy D. Crow, consultant from the firm was hired to come to Atlanta for an on sight visit, he was in Atlanta, July 1, and July 2, 1982. The funds to cover this particular expense came from the line-item under the grant addressing itself to consultant-services.

Upon receipt of their findings a copy will be forwarded to the LEAA Office of the MCI Program Grant Manager.

ATTACHMENT I
(IN-SERVICE TRAINING)



CITY OF ATLANTA

ANDREW YOUNG, Mayor

BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

LEE P. BROWN
Public Safety Commissioner

GEORGE NAPPER
Chief of Police

M E M O R A N D U M

TO: Deputy Chief E. A. Bell
FROM: Major J. B. Steed
DATE: April 2, 1982
RE: MCI IN-SERVICE TRAINING

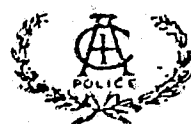
On 3-25-82, In-service Training was held for all of the new superior officers assigned to Zone 1. The following superior officers received (4) hours of MCI training:

1. Lt. H. H. Carson
2. Lt. J. E. Dyer
3. Sgt. R. K. Batson
4. Sgt. J. W. Bridges
5. Sgt. P. A. Chambers
6. Sgt. W. B. Jenkins
7. Sgt. C. Meadows
8. Sgt. C. W. Sweatt
9. Sgt. C. R. Walton
10. Sgt. C. R. Wheeler

The training instructor for the session was Sergeant S. M. Wilson, III. I am attaching a copy of his lesson plan. It should be noted that the main area of concern during this training session, was that of expounding on the alteration of the patrolman role under the MCI concept. Along with how, when the proper supervision is provided would greatly enhance the obtainment of this goal.

It is our intention to begin MCI in-service training for patrolman during the later part of April. Please review our last quarterly report for details as to how we plan to implement the process.

The following will be a breakdown of the cost factor incurred for conducting this intail training session.



PAGE 2
MCI IN-SERVICE TRAINING

PERSONNEL RECEIVING TIME AND HALF PAY

| <u>NAME</u> | <u>BASE SALARY PER DAY</u> | <u>TIME/HALF PAY</u> |
|---------------------|----------------------------|----------------------|
| Lt. H. H. Carson | \$88.93 | \$133.39 |
| Lt. J. E. Dyer | \$85.53 | \$128.29 |
| Sgt. R. K. Batson | \$79.13 | \$118.69 |
| Sgt. J. W. Bridges | \$82.28 | \$123.42 |
| Sgt. P. A. Chambers | \$76.13 | \$114.19 |
| Sgt. W. B. Jenkins | \$82.28 | \$123.42 |
| Sgt. C. W. Sweatt | \$82.28 | \$123.42 |

TOTAL AMOUNT OF MONEY SPENT
FROM GRANT \$864.72

TOTAL AMOUNT ALLOTTED UNDER GRANT
FOR IN-SERVICE TRAINING \$14,425.17

LEAVING A BALANCE OF \$13,560.45

PERSONNEL RECEIVING COMP TIME

| <u>NAME</u> |
|--------------------|
| Sgt. C. Meadows |
| Sgt. C. R. Walton |
| Sgt. C. R. Wheeler |

JBS/jw

LESSON PLAN

Unit Title

MANAGING CRIMINAL INVESTIGATION

Courses SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING
CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)Hours
8Date
2/10/82

Prepared By

SGT. S. M. WILSON, III

Approved By

Description of Course:

THIS COURSE IS DESIGNED TO ENHANCE THE KNOWLEDGE AND SKILL OF PARTICIPANTS IN THE AREA OF CRIMINAL INVESTIGATIONS AND ITS IMPLEMENTATION. THE AREAS OF CRIMINAL INVESTIGATION TO WHICH THIS COURSE WILL ADDRESS ITSELF, WILL BE MANAGEMENT CONCEPTS RELATED TO BURGLARY AND LARCENY INVESTIGATIONS.

Training Objectives

- 1) TO PROVIDE PARTICIPANTS WITH EXTENSIVE KNOWLEDGE AND SKILL IN THE AREA OF MANAGING CRIMINAL INVESTIGATION - MCI
- 2) TO PROVIDE PARTICIPANTS WITH CRIMINAL INVESTIGATIONS CASES TO BE USED AS EXAMPLES IN A GROUP SETTING
- 3) TO IMPROVE THE OVERALL PRODUCTIVITY OF DETECTIVES THROUGH IMPROVED CASE MANAGEMENT CONTROLS
- 4) TO EXPOUND UPON THE IMPORTANCE OF STRESSING TO PATROL OFFICERS THAT THEY ARE MORE THAN JUST REPORT TAKERS
- 5) TO INCREASE THE RATE OF CASE ACCEPTANCE BY THE PROSECUTOR AND THE RATE OF CONVICTION OF PROSECUTED CASES, THROUGH MORE THOROUGH CASE PREPARATION
- 6) TO EXPOUND UPON THE IMPORTANCE OF DETECTIVES AND PATROL OFFICERS HAVING A SOUND FLOW OF COMMUNICATION WHICH SHOULD BE CONTROLLED BY EFFECTIVE MANAGEMENT PRACTICES

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING
CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

I. INTRODUCTION

A. PURPOSE OF MCI

1. THE TRADITIONAL METHOD BY WHICH DETECTIVES HANDLE CASES WAS NOT, AND IS NOT NOW IN SOME AGENCIES, DONE WITH ANY MODERN MANAGEMENT PRINCIPLES UTILIZED.

EXAMPLES

- a) SHOW HOW SOME AGENCIES WOULD CLASSIFY REPORTS
- b) SHOW THE CASE LOAD PER DETECTIVE FOR SOME AGENCIES
- c) EXPOUND UPON TIME LOST IN PHONING VICTIMS WHERE THERE ARE KNOWN SOLVABILITY FACTORS PRESENT
- d) EXPOUND UPON THE FACT THAT TRADITIONALLY, THERE WAS NO TURN-AROUND PERIOD SET FOR DETECTIVES IN THE HANDLING OF THEIR REPORTS

2. THERE ARE FIVE PRINCIPLE OBJECTIVES OF THE MCI CONCEPT:

1. TO BRING ABOUT CHANGE AS IT RELATES TO THE UNIFORM PATROL OFFICER'S ROLE
2. TO IMPLEMENT A SYSTEM FOR CASE SCREENING WHEREBY CASES CAN BE SCREENED OUT THAT HAVE LITTLE LIKELIHOOD OF BEING SUCCESSFULLY WORKED TO CASE CLOSURE
3. TO IMPLEMENT A SYSTEM FOR THE MANAGEMENT OF CONTINUING INVESTIGATIONS RELATING TO DETECTIVES
4. TO DEVELOP A BETTER POLICE-PROSECUTOR RELATIONSHIP
5. TO DEVELOP A MONITORING SYSTEM IN AN EFFORT TO LET YOU KNOW IF YOU ARE ACCOMPLISHING YOUR OVERALL GOALS AND OBJECTIVES

* EXAMPLES OF SOME
BURGLARY AND LARCENY
MONTHLY REPORTS
SHOWING CASE LOAD
PRIOR TO MCI

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

B. TRADITIONAL ROLE OF UNIFORM OFFICER

ALL TOO OFTEN, THE RESPONDING OFFICER SEES HIS ROLE AS NO MORE THAN THAT OF A MECHANICAL REPORT TAKER DUE TO THE FACT THAT HE FEELS HE WILL NOT HAVE TO PERFORM ANY OTHER FUNCTIONS OTHER THAN THAT OF JUST TAKING THE REPORT.

C. NEW ROLE OF THE UNIFORM OFFICER WITHIN THE CONCEPTS OF MCI.

1. IT IS VERY IMPORTANT THAT UNDER THIS CONCEPT THE UNIFORM PATROL OFFICER UNDERSTANDS THAT HIS/HER ROLE IS THAT OF NO LONGER JUST BEING A REPORT-TAKER, BUT THAT IT IS VITALLY IMPORTANT THAT THEY BECOME "LEAD-SEARCHERS".
2. IT IS IMPORTANT THAT PATROL OFFICERS REMEMBER THAT HE/SHE IS THE PRELIMINARY INVESTIGATOR, AND THAT THEIR WORK DURING THE EARLY STAGES WILL UNCOVER THE MAJORITY OF USABLE INFORMATION PERTAINING TO ANY CASE.
3. ACCORDING TO THE RAND STUDY, THE SINGLE MOST IMPORTANT DETERMINANT OF WHETHER OR NOT A CASE WILL BE SOLVED IS THE INFORMATION THE VICTIM SUPPLIES TO THE IMMEDIATELY RESPONDING PATROL OFFICER. IF INFORMATION THAT UNIQUELY IDENTIFIES THE PERPETRATOR IS NOT PRESENTED AT THE TIME THE CRIME IS REPORTED, THE PERPETRATOR, BY AND LARGE WILL NOT BE IDENTIFIED. ¹

II. TOPICS TO BE DISCUSSED

A. HOW TO ENHANCE THE ROLE OF THE PATROL OFFICER UNDER THE MCI CONCEPT.

1. THE PATROL OFFICER MUST BE INSTRUCTED TO SEARCH FOR SOLVABILITY FACTORS SUCH AS:

a. CAN A WITNESS IDENTIFY THE SUSPECT?

¹GREENWOOD, PETER, AND PETERSILIA, JOAN. THE CRIMINAL PROCESS
VOLUME I: SUMMARY AND POLICY IMPLICATIONS. SANTA MONICA: RAND CORPORATION, OCTOBER, 1975.

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

- b. DOES THE WITNESS KNOW THE SUSPECT'S NAME?
 - c. CAN THE VICTIM IDENTIFY THE SUSPECT?
 - d. DOES THE VICTIM KNOW THE SUSPECT'S NAME?
 - e. IS THE SUSPECT'S VEHICLE LICENSE NUMBER KNOWN?
 - f. IS THERE AN ADEQUATE VEHICLE DESCRIPTION?
 - g. IS THERE TRACEABLE PROPERTY INVOLVED?
 - h. IS THERE PHYSICAL EVIDENCE PRESENT (SUCH AS FINGERPRINTS, ETC.)?
 - i. IS THERE A SIGNIFICANT RECURRING MO?
 - j. WAS THERE AN OPPORTUNITY FOR ANYONE OTHER THAN THE SUSPECT TO COMMIT THE CRIME?*
2. THE PATROL OFFICER SHOULD BE TRAINED IN TECHNIQUES IN INTERVIEWING WITNESSES AND VICTIMS
 3. THE PATROL OFFICER SHOULD BE TAUGHT THE IMPORTANCE OF AREA CONVAISSING. (SHOW EXAMPLE OF MANAGEMENT TRACKING FORM).
 4. THE PATROL OFFICER SHOULD BE TRAINED IN METHODS UTILIZED IN DETECTING PHYSICAL EVIDENCE AND ASSESSING THE POTENTIAL FOR CASE SOLUTION.
 5. THE AGENCIES BY WHICH THE PATROL OFFICER IS EMPLOYED MAY CONSIDER REVISING THEIR WRITTEN DEFINITION OF THE PATROL OFFICER'S ROLE
 6. THE AGENCIES BY WHICH YOU ARE EMPLOYED MAY CONSIDER THE REDESIGNING OF THEIR CURRENT OFFENSE REPORT IN AN EFFORT TO BE SUPPORTIVE OF THE NEW PATROL OFFICER'S ROLE. POSSIBLY, THIS REDESIGNING COULD BE DONE IN SUCH A WAY AS TO DOCUMENT THE ACTIVITIES UNDERTAKEN BY THE PATROL OFFICER IN HIS SEARCHING FOR LEADS.

*THE ABOVE EXAMPLES ARE BY NO MEANS CONCLUSIVE.

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

7. THE AGENCIES BY WHICH THE PATROL OFFICER IS EMPLOYED MAY CONSIDER IMPLEMENTATION OF A CALL SCREENING SYSTEM, PROVIDING FOR ALTERNATIVE RESPONSE STRATEGIES FOR SOME CALLS FOR SERVICE; THUS, PROVIDING MORE TIME FOR THE PATROL OFFICER TO SPEND ON INVESTIGATIVE ACTIVITIES. (EXAMPLE)
8. DESIGN OF A MECHANISM FOR SUPERVISION AND AUDIT OF INVESTIGATION QUALITY AMONG PATROL OFFICERS, INCLUDING TRAINING OF PATROL SERGEANTS AND LIEUTENANTS IN HOW TO REVIEW REPORTS; IMPLEMENTATION OF A SYSTEM FOR SENDING BACK TO PATROL OFFICERS REPORTS WHICH ARE INADEQUATELY COMPLETED, AND PROVISION OF AN AUDIT MECHANISM, WHERE A SINGLE INDIVIDUAL WILL AUDIT ABOUT 20% OF THE CRIME REPORTS TO CHECK ON QUALITY AND COMPLETENESS. (SHOW EXAMPLE OF TRAINING SHEET).

B. HOW TO ENHANCE MANAGEMENT PRACTICE BY THE IMPLEMENTATION OF CASE SCREENING.

1. WITH THE IMPLEMENTATION OF CASE SCREENING, ONLY CASES WITH A POTENTIAL FOR CASE SOLUTION, THROUGH ADDITIONAL INVESTIGATION ARE SO ASSIGNED.
2. WITH THE ABOVE TAKING PLACE COMES A GREAT REDUCTION IN CASE LOAD FOR YOUR INVESTIGATIVE PERSONNEL.
3. IT IS IMPORTANT THAT CASES WHICH ARE SCREENED-OUT OF THE CONTINUING INVESTIGATIVE SYSTEM WILL STILL BE SUBJECT TO INTERNAL ATTENTION THROUGH CRIME ANALYSIS, SO THAT PATTERNS WHICH EMERGE CAN BECOME THE BASIS OF CREATIVE STRATEGY DEVELOPMENT FOR PATROL OR INVESTIGATIVE OFFICERS.
4. IT IS ALSO VERY ESSENTIAL THAT A SYSTEM IS DEVELOPED FOR ADVISING VICTIMS OF THE DECISION TO SUSPEND THEIR ACTIVE FIELD INVESTIGATION.
5. A MECHANISM TO FACILITATE THE COLLECTION OF ANY ADDITIONAL DATA AFTER A REPORT HAS BEEN TAKEN. THIS CAN BE DONE BY YOUR VICTIM ASSISTANCE OFFICER - V.A.O. (EXPLAIN)

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

C. HOW TO ENHANCE MANAGEMENT PRACTICES IN THE AREA OF CONTINUING INVESTIGATION.

1. IN AN EFFORT TO HAVE EFFECTIVE IMPACT IN THIS AREA, THE PATROL OFFICER SHOULD DEVELOP PROCEDURES FOR CASE ASSIGNMENT AND REVIEW.
2. THE AGENCIES MAY DEVELOP A SYSTEM FOR ADMINISTRATIVE REVIEW OF CASES NOT WARRANTING A FOLLOW-UP INVESTIGATION. (EXAMPLE: LETTER USED TO SEND A VICTIM WHEN THEIR CASE IS NOT ASSIGNED TO FOLLOW-UP INVESTIGATION).
3. THE AGENCIES MAY DEVELOP A SYSTEM TO INFORM VICTIMS OF CASES WHICH HAVE BEEN FORWARDED IN TO FOLLOW-UP INVESTIGATION, BUT AFTER LOOKING INTO ALL AVAILABLE LEADS THE CASE CANNOT PROCEED FURTHER AT THE PRESENT TIME. (EXAMPLE: LETTER USED TO INFORM VICTIMS OF THE ABOVE).
4. THE AGENCIES SHOULD CONSIDER DEVELOPING A SYSTEM OF INSURING ACCOUNTABILITY FROM EACH DETECTIVE FOR EACH ASSIGNED REPORT; SUCH AS DEVELOPING THE FOLLOWING:
 - a. DETECTIVES ASSIGNMENT LOG
 - b. WEEKLY/MONTHLY ACTIVITY REPORT
 - c. WEEKLY MEETINGS WHEREIN DETECTIVES STATE THE STATUS OF THEIR PROGRESS IN FOUR PARTS, STATE THE PROBLEM, STATE THE METHODOLOGY USED IN HANDLING THE PROBLEM, STATE THEIR FINDINGS AND STATE ANY RECOMMENDATIONS THEY MAY HAVE.
5. TO DEVELOP POLICY FOR THE REOPENING OF CASES.
 - a. REFER TO ITEM #3, UNDER COMPONENT #3, IN A.B.P.S., JAN. '82 QUARTERLY REPORT.
 - b. REFER TO ITEM #4 UNDER COMPONENT #3, IN A.B.P.S., JAN. '82 QUARTERLY REPORT.
6. TO DEVELOP SOUND POLICY IN THE AREA OF CASE CLOSURE.
 - a. REFER TO ITEM #5, UNDER COMPONENT #3, IN A.B.P.S., JAN. '82 QUARTERLY REPORT.
 - b. REFER TO ITEM #6, UNDER COMPONENT #6, IN A.B.P.S., JAN. '82 QUARTERLY REPORT.

*PROBABLY THE GREATEST CHALLENGE IN THE IMPLEMENTATION OF THE MCI SYSTEM IS FOUND WITHIN THE MANAGEMENT OF PRACTICES CENTERED AROUND THE PARTICULAR AREA.

*GO OVER HOW THE MCI MONTHLY REPORT MAY BE STRUCTURED.

Course SUPERVISORY MANAGEMENT CONCEPTS IN THE AREA OF MANAGING CRIMINAL INVESTIGATIONS (BURGLARIES/LARCENIES)

INSTRUCTOR NOTES

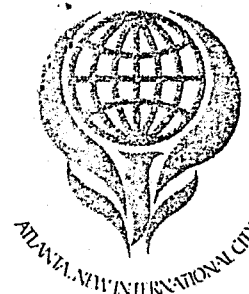
7. TO DEVELOP SOME GUIDELINES FOR THE EXPECTED TURN-AROUND PERIOD OF A REPORT ASSIGNED TO A DETECTIVE.
 8. TO DEVELOP A SYSTEM WHEREBY THE PATROL OFFICER MAY BETTER UTILIZE INVESTIGATIVE RESOURCES MADE AVAILABLE BY CASE SCREENING TO CREATIVE STRATEGY IMPLEMENTATION. (EXAMPLE)
 9. TO DEVELOP A SYSTEM OF BUILDING CASE LINKAGE THROUGH CRIME ANALYSIS CAPABILITY.
- D. HOW TO ENHANCE POLICE/PROSECUTOR RELATIONS THROUGH THE IMPLEMENTATION OF MCI.
1. DEVELOPING CASE PREPARATION PROCEDURES CONSISTENT WITH PROSECUTORIAL REQUIREMENTS FOR CHARGING, INDICTMENT AND CONVICTIONS. (EXAMPLE: D.A.'S QUESTIONNAIRE GUIDELINES).
 2. DEVELOPING A MECHANISM TO PROVIDE FEEDBACK TO BE POLICE ON FINAL CASE DISPOSITION.
 3. APPOINTING A PERSON AS LIAISON OFFICER BETWEEN THE PATROL OFFICER'S AGENCY AND THE PROSECUTOR'S OFFICE.
- E. WHY MUST MCI HAVE MONITORING SYSTEMS?
1. TO ESTABLISH IDENTIFICATION OF EVALUATIVE CRITERIA.
 2. TO ESTABLISH A SYSTEM FOR THE COLLECTION AND DISSEMINATION OF INFORMATION SO THAT JUDGEMENTS CAN BE MADE; SUCH AS THE FOLLOWING:
 - a. SURVEYS TO SHOW IF OFFICERS ARE PERFORMING UP TO THE GOALS OF THE PROGRAM. (EXPOUND)
 - b. SURVEYS TO SHOW PATROL OFFICERS AND DETECTIVE'S LIKE OR DISLIKE ABOUT THE PROGRAM. (EXAMPLE)
 - c. SURVEYS TO SHOW THE EFFECTIVENESS OF THE SUPERVISION OF THE PROGRAM. (EXAMPLE)
 - d. DEVELOPMENT OF CERTAIN TABLES WHICH WILL REFLECT DATA PERTINENT TO THE PROGRAM. (EXAMPLE).

*GO OVER HOW THE MCI MONTHLY REPORT MAY BE STRUCTURED.

*EXPOUND ALSO ON THE IMPORTANCE OF GIVING COMPLETE DETAIL INFORMATION IN BOUND-OVER SUPPLEMENTS; SUCH AS, INCLUDING INFORMATION AS TO WHAT HAPPENED AT THE PROBABLY CAUSE HEARING.

*WHY MUST ANYTHING BE MONITORED - FOR THE VERY SAME REASON (EXPLAIN)

III. BRIEF OVERVIEW




LEE P. BROWN
Public Safety Commissioner

CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Chief of Police

MEMORANDUM

TO: Major J. B. Steed
FROM: Sergeant S. M. Wilson, II 
DATE: April 6, 1982
RE: IN-SERVICE TRAINING

This memo is being submitted to you in order that you may be apprized of the scheduling for Zone 1 personnel.

The date which has been selected is April 19, 1982. The location of the training will be the 4th floor Committee Room, downtown at the main station. This space has been allotted for our use already, for a time period of 8:00 a.m. that morning until 3:00 p.m. that afternoon.

I respectfully request, that you have the effected supervisors, have the listed personnel to report to the Committee Room on the 4th floor, on April 19, 1982 at 0745 hours, whereby training can commence promptly at 0800 hours.

jmw





CITY OF ATLANTA

ANDREW YOUNG, MAYOR

BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

LEE P. BROWN
Public Safety Commissioner

GEORGE NAPPER
Chief of Police

MEMORANDUM

TO: Gordon Miller
Assistant District Attorney

FROM: Sergeant S. M. Wilson, III *[Signature]*

DATE: April 6, 1982

In reference to our conversation on today's date, I am attaching a copy of a memo addressing the said subject matter.

We are extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Honorable Lewis Slaton, D.A.
Major J. B. Steed
Captain B. Compton



PAGE 2
IN-SERVICE TRAINING
April 6, 1982

LIEUTENANT H. M. WRIGHT - DAY WATCH COMMANDER

The following personnel are needed:

| | |
|----------------------|------------------------|
| Officer D. Belt | Officer M. A. Makowski |
| Officer C. D. Bruce | Officer P. R. Twyman |
| Officer E. L. Dennis | |

LIEUTENANT C. T. PADGETT - EVENING WATCH COMMANDER

The following personnel are needed:

| | |
|------------------------|--------------------------|
| Officer G. H. Bryant | Officer R. L. Richardson |
| Officer C. C. Craig | Officer G. A. Simmons |
| Officer T. L. Carter | Officer J. E. Snowden |
| Officer A. J. Rawlings | |

LIEUTENANT J. E. DYER - 6-2 SHIFT COMMANDER

The following personnel are needed:

| | |
|------------------------|------------------------|
| Officer B. E. Anderson | Officer B. L. Louis |
| Officer K. A. Butler | Officer M. E. Merriman |
| Officer R. E. Campbell | Officer F. I. Mills |
| Officer J. Goines | Officer D. Primrose |

LIEUTENANT H. CARSON - MORNING WATCH COMMANDER

The following personnel are needed:

| | |
|-------------------------|----------------------|
| Officer W. K. Bollinger | Officer R. Hall |
| Officer J. A. Chaffin | Officer M. A. Hall |
| Officer R. G. Crawford | Officer M. L. Holder |
| Officer S. A. Eppinger | Officer R. J. Newman |

I am attaching to this memo a schedule of the areas of concern to be addressed detailing who will be performing the lectures for each area addressed.

cc: Assistant D.A., Gordon Miller
Assistant City Solicitor, H. Pierre
Captain B. Compton
Lieutenant W. L. Reynolds
Sergeant W. E. Thompson
Detective H. E. Burelow
Detective J. S. Straka

IN-SERVICE TRAINING MCI

MONDAY
APRIL 19, 1982

INSTRUCTOR

Sgt. S.M. Wilson, III

Det. J.S. Straka
Burglary - 5 years

Sgt. W.E. Thompson
Larceny - 7 years

Det. H. E. Burbelow
Check Squad - 15 years

Asst. Solicitor, H. Pierre
Municipal Court

Gordon Miller
572-2198
Liaison Officer
Superior Court

| | |
|-------------------|--|
| 8:00am - 8:50am | Introduction to the MCI Concept |
| 9:00am - 9:50am | Preliminary Follow-up Investigations (Burglary) |
| 10:00am - 10:50am | Preliminary Follow-up Investigations (Larceny) |
| 11:00am - 12 noon | Fraudulent Checks |
| 1:00pm - 1:50pm | Search and Seizure |
| 2:00pm - 2:50pm | Preparing the Case for Prosecution |

POST Form 7-1

LESSON PLAN

Unit Title

Burglary Investigation

Unit
Cost

Course

Preliminary Investigation by Uniform Officer

Hours

1 hour

Date
Prepared/
Revised

Prepared By

Detective J. S. Straka, III

Approved By

Date
Sent To
Post

Primary Instructor

Alternate Instructor

Scope

To improve the role of patrol officers in burglary investigations and management of follow-up investigations by patrol officers.

Training Objectives

- (1) To train and motivate patrol officers to conduct and document thorough preliminary investigations.
- (2) To familiarize Bureau personnel with the case screening component which identifies those cases that are most susceptible to solution.
- (3) To improve the efficiency of investigators through improved case management.
- (4) To increase the rate of case acceptance by the prosecutor and the rate of conviction of prosecuted cases through more thorough preparation of cases.

Instructor References

Managing Criminal Investigations
Managing Patrol Operations

Student References

Training Aids

Student Handouts

COURSE

BURGLARY INVESTIGATION

INSTRUCTOR NO. 1

1. INTRODUCTION

- A. All too often the responding officer sees his role as no more than that of a mechanical report taker, when in fact the report is the vehicle for reporting the results of the preliminary investigation. The police officer should remember he is the preliminary investigator, and that his work at this early stage will uncover the majority of usable information about the case.

B. LESSON TIE-IN

1. Crime Scene Preservation and Investigations
 - a. Don't touch anything left by suspects
 - b. Don't let victim clean up house
 - c. Interview all witnesses
2. Latent Print Evidence Gathering
 - a. Note location of prints
 - b. Point of entry
 - c. Items touched by suspects

C. MOTIVATION

Contrary to popular belief, the initial responding officer is the most important link in the investigative chain.

According to the Rand Study, the single most important determinant of whether or not a case will be solved is the information the victim supplies to the immediately responding patrol officer. If information that uniquely identifies the perpetrator is not presented at the time the crime is reported, the perpetrator by and large, will not be identified.¹

1. "The Criminal Process" Vol. I - Summary and Police Implication - Santa Monica - Rand Corp. Oct. 1975

COURSE

BURGLARY INVESTIGATION

INSTRUCTOR NO. 1

II. BODY

A. OBJECTIVES

You will be able to conduct and document a more thorough preliminary investigation.

B. SUPPORTING KNOWLEDGE

1. In the past, patrol officers' response to preliminary investigation has been limited to taking a report and overlooking certain facts or evidence - under new MCI system the preliminary investigation now being done by patrol officers will be reports where facts or evidence exist.
2. UNDER NEW MCI SYSTEM - now officer will be trained to search for solvability factors:
 - a. Witnesses
 - b. Vehicle description
 - c. I.D. suspects
 - d. Location of suspects
 - e. M.O.
 - f. Supervisor over-ride
3. Interviewing witnesses
 - a. If good witness, get statement
 - b. Noting on report if witness will be of any help to case
4. Canvassing Area for Additional Witness
5. Detecting physical evidence
 - a. Fingerprints
 1. point of entry
 2. point of exit
 3. items moved at scene
 - b. Any other physical evidence
 1. papers
 2. property left at scene that does not belong to victim

COURSE

BURGLARY INVESTIGATION

INSTRUCTOR NO.

OBJECTIVE 2

- A. To familiarize Bureau Personnel with the case screening component which identifies those cases that are most susceptible to solution.
 - a. Witnesses
 - b. Vehicle I.D.
 - c. Suspects known or his location known
- B. Case screening is process by which MCI Supervisor will determine if certain solvability factors are indicated on reports.
- C. If these factors exists -- The report is assigned to investigation
 - a. Witnesses
 - b. Vehicle involved in crime
 - c. I.D. on suspect or location
- D. Reports with no solvability factors are retained in office or until evidence surfaces to reactivate report. crime analysis unit monitors all reports for similar M.O.
- E. Explain 86/call on followup to Teleserve Report

OBJECTIVE 3

- A. Case Preparation
 - 1. Detailed, well documented crime reports
 - 2. Statements from victims and or witnesses (explain what is needed)
 - 3. Waiver/statement/confession from defendant
 - 4. Documents of Crime (such as charge slips, checks, pawn slips)

COURSE

BURGLARY INVESTIGATION

INSTRUCTOR NO.

- 5. Physical evidence (such as tools, weapons, finger--prints, recovered stolen items.
- 6. A detailed statement on all of the above

SUMMARY

In some cases not all the time, patrol officers are going to have to take charge of a investigation until an investigator arrives on scene or arrives in office -- Patrol officer can make detail report, have statements taken from witnesses and victims -- If suspect wishes to make statement, waiver of counsel needs to be signed. All physical evidence gathered.

| LESSON PLAN | | | |
|---|----------------------|-----------------------|-----------|
| Unit Title | | | Unit Cost |
| Managing Criminal Investigation (M.C.I.) | | | |
| Course | Hours | Date Prepared/Revised | |
| Larceny Investigation | | | |
| Prepared By | Approved By | Date Sent To Post | |
| Detective J.C. Bolton | | | |
| Primary Instructor | Alternate Instructor | | |
| Scope | | | |
| To better prepare the uniform personnel in the preliminary investigation of theft cases. | | | |
| Training Objectives | | | |
| (1) To familiarize the uniform personnel with the different types of theft. (2) To motivate the uniform personnel to work as a cohesive unit in conjunction with investigation in (M.C.I.) program. (3) Review preliminary investigation responsibilities and duties of uniform personnel. | | | |
| I. Introduction: A. Attempt to get the uniform officer to realize the importance of his role in the investigation of larceny crimes. #1. As the first official witness on the scene. #2. the first person on the scene to be able to act positively in the enforcement role. B. Go over and review the evidence gathering responsibilities of uniform personnel. #1. Notes of his personal observations. #2. What to do with any physical evidence left at the scene of the theft, (no matter how insignificant). #3. The importance of arranging for, or taking statements of victims and witnesses, by the uniform officer. #4. The necessity of good and accurate reports and supplements. | | | |
| II. Training of Uniform Personnel: A. Explain the different types of theft: (1). Flim Flam, (2) Juggling, (3) Shoplifting, (4) Theft from Auto, (5) Theft from Building, (6) Theft by Receiving, | | | |
| Instructor References | | Student References | |
| Training Aids | | Student Handouts | |

| Course | INSTRUCTOR NO. |
|--|----------------|
| Larceny Investigation | |
| (cont'd) | |
| (7) TailGaiting, (8) Till Tapping B. Review cases from actual case files of the larceny investigation (instructor) C. A question and answer session with the uniform officers | |
| Definition of Larceny | |
| a. Code Section 26-1801 b. Penalty - over \$200.00 felony | |
| Different Types of Larceny | |
| a. Larceny from a building - when a building is open and someone goes in legally and steals goods of another b. Larceny - shoplifting - to steal (Code Sec.) merchandise from an open place of business. Also covers changing price tags. Moving merchandise from one department to another. Concealing merchandise. If merchandise is concealed, suspect does not have to pass cash register in order to be guilty, although it is a better case if they are allowed to pass the register. | |
| Larceny - Flim-Flam - Where one or more persons influence or tricks another person into giving them valuables with intent to steal some is larceny. | |
| Larceny from Auto | |
| a. Breaking into an auto where valuable are stored with intent to steal some. b. Opening unlocked vehicle and stealing valuables from within. c. Stealing hubcaps, gas, tag or other parts from vehicle. | |
| Theft By Receiving Stolen Goods | |
| a. When a person is found in possession of recently stolen goods without a reasonable explanation. | |

COURSE

INSTRUCTOR NO.

b. Reasonable -

1. Only paid of fraction of face value
2. Purchased from a known criminal (known to purchaser)
3. Purchased from a person not in business pertinent to type of good being sold
4. Circumstances of at time of purchase
 - a. Was it midnight in a dark alley?
 - b. Was it purchased from a vehicle under crude circumstances?

Tail Gaiting - Stealing from the back of a truck while making deliveries

Till Tapping - Where usually two or three people go into a business and distract a cashier and reach into the register and take out cash

Distractions -

- a. Wait until drawer is open and point to an article they want, to turn the head of cashier
- b. Set a box or other obstructions in front of cashier to block her view or view of others
- c. Act illiterate and call cashier to read labels for them while partner opens register and takes out money
- d. Drop change near cashiers feet so she will look down to pick it up
- e. Make obscene remarks to female cashiers to get them confused. This also happens to bank tellers when they are counting money and the thief reaches over the counter and takes cash.
- f. Gypsy Scheme - Several females go into a large grocery store, one strips off all of her clothes, creates a disturbance while the others break into the office and steals the money.

COURSE

INSTRUCTOR NO.

Jugging - Two or three people go to a bank and surveil the customers to see who gets a large amount of cash then follows the customer and breaks into his vehicle and steals the money.

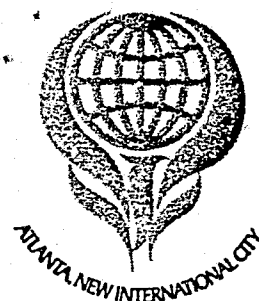
Diversion to get owner out of car

- a. Cut a hole in a tire
- b. Set fire to his car
- c. Get his attention by explaining an emergency

Credit Card Theft and Fraud

Credit card laws are complicated and hard to try in court. Much investigation is needed in most credit card fraud cases for various reasons as follows:

1. No identification is used on credit card sales
2. Can be used by many different people.
3. Most credit card thieves are hardened criminals and are being handed down to inexperienced persons, who are coached by the criminals
4. Easy accessible
 - a. Stolen by pick-pockets
 - b. Prostitutes
 - c. Store Clerks
 - d. Family Members
 - e. Most of all from the mail
5. Credit cards are also used as ID to cash forged checks and cash withdrawals from automatic teller machines and bank tellers.
6. Also used excessively to order merchandise and purchaser is never seen.



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Major J. B. Steed

FROM: Sergeant S. M. Wilson, III

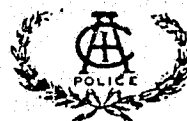
DATE: April 26, 1982

RE: IN-SERVICE TRAINING

The memo is being submitted to you in order that you may be apprized of the scheduling for Zone 1 personnel.

The date which has been selected is May 4, 1982. The location of the training will be the 4th floor Committee Room, downtown at the main station. This space has been allotted for our use already, for a time period of 8:00 a.m. that morning until 3:00 p.m. that afternoon.

I respectfully request, that you have the effected supervisors, have the listed personnel to report to the Committee Room on the 4th floor, on May 4, 1982 at 0745 hours, whereby training can commence promptly at 0800 hours.



PAGE 2
IN-SERVICE TRAINING
APRIL 26, 1982

LIEUTENANT H. M. WRIGHT - DAY WATCH COMMANDER

The following personnel are needed:

Officer D. L. Bailey
Officer B. B. Harrison
Officer D. C. Mulkey

Officer R. L. Smothers

LIEUTENANT J. E. DYER - EVENING WATCH COMMANDER

The following personnel are needed:

Officer R. J. Curry
Officer B. M. Creighton
Officer S. L. Essex
Officer W. L. Martin
Officer G. L. Porter

Officer E. H. Randall
Officer A. J. Rawlings
Officer S. M. Rivers
Officer A. J. Whitmire

LIEUTENANT H. H. CARSON - MORNING WATCH COMMANDER

The following personnel are needed:

Officer R. G. Crawford
Officer K. R. Kraemer
Officer M. Lemons

Officer D. R. Samples
Officer M. A. Sharpe
Officer W. Tripp

I am attaching to this memo a schedule of the areas of concern to be addressed detailing who will be performing the lectures for each area addressed.

jmw

cc: Assistant D.A., Gordon Miller
Assistant City Solicitor, H. Pierre
Captain B. Compton
Lieutenant W. L. Reynolds
Detective J. C. Bolton
Detective H. E. Burbelow
Detective J. S. Straka

IN-SERVICE TRAINING MCI

TUESDAY
May 4, 1982

INSTRUCTOR

| | | |
|-------------------|---|--|
| 8:00am - 8:50am | Introduction to the MCI Concept | Sgt. S.M. Wilson, III |
| 9:00am - 9:50am | Preliminary Follow-up Investigations (Burglary) | Det. J.S. Straka Burglary - 5 years |
| 10:00am - 10:50am | Preliminary Follow-up Investigations (Larceny) | Det. B.A. Glover |
| 11:00am - 12 noon | Proper Procedures for Handling Signal 6 and 7 | Major W.W. Holley |
| 1:00pm - 1:50pm | Search and Seizure | Asst. Solicitor, H. Pierre Municipal Court |
| 2:00pm - 2:50pm | Preparing the Case for Prosecution | Gordon Miller 572-2198 Liaison Officer Superior Court |



GEORGE NAPPER
Public Safety Commissioner

MEMORANDUM

TO: Major J. B. Steed
FROM: Sergeant S. M. Wilson, III
DATE: April 27, 1982
RE: IN-SERVICE TRAINING

The memo is being submitted to you in order that you may be apprized of the scheduling for Zone 1 personnel.

The date which has been selected is May 13, 1982. The location of the training will be the 4th floor Committee Room, downtown at the main station. This space has been allotted for our use already, for a time period of 8:00 a.m. that morning until 3:00 p.m. that afternoon.

I respectfully request, that you have the effected supervisors, have the listed personnel to report to the Committee Room on the 4th floor, on May 13, 1982 at 0745 hours, whereby training can commence promptly at 0800 hours.

CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

MORRIS REDDING
Chief of Police



PAGE 2
IN-SERVICE TRAINING
APRIL 27, 1982

LIEUTENANT H. M. WRIGHT - DAY WATCH COMMANDER

The following personnel are needed:

| | |
|-----------------------|----------------------|
| Officer R. Bowden | Officer C. G. Harris |
| Officer R. L. Cochran | Officer D. Kelley |
| Officer G. W. Earls | Officer W. G. Mosher |
| Officer A. T. Edwards | |

LIEUTENANT C. T. PADGETT - EVENING WATCH COMMANDER

The following personnel are needed:

| | |
|-----------------------|-----------------------|
| Officer S. M. O'Brien | Officer M. M. McCain |
| Officer R. L. Dabney | Officer E. H. Randall |
| Officer A. A. Jewell | Officer C. F. Warren |
| Officer J. Martin | |

LIEUTENANT H. H. CARSON - MORNING WATCH COMMANDER

The following personnel are needed:

| | |
|---------------------|----------------------|
| Officer E. H. Brown | Officer A. C. Lanier |
| Officer J. Gamble | Officer L. R. Rast |
| Officer V. Hudson | Officer M. A. Sharpe |
| Officer D. R. Jones | Officer J. Walker |

I am attaching to this memo a schedule of the areas of concern to be addressed detailing who will be performing the lectures for each area addressed.

jmw

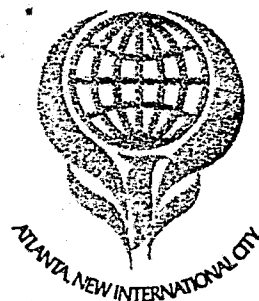
cc: The Honorable Arthur Kaplan, Judge
City of Atlanta
Assistant D. A., Gordon Miller
Assistant City Solicitor, H. Pierre
Captain B. Compton
Lieutenant W. L. Reynolds
Detective H. E. Burbelow
Detective J. S. Straka

IN-SERVICE TRAINING MCI

THURSDAY
May 13, 1982

INSTRUCTOR

| | | |
|-------------------|--|--|
| 8:00am - 8:50am | Introduction to the MCI Concept | Sgt. S.M. Wilson, III |
| 9:00am - 9:50am | Preliminary Follow-up Investigations (Burglary) | Det. J.S. Straka Burglary - 5 years |
| 10:00am - 10:50am | Preliminary Follow-up Investigations (Larceny) | Det. J.C. Bolton Larceny - 7 years |
| 11:00am - 12 noon | First Aid Refresher Course | Judge Arthur Kaplan City of Atlanta Municipal Court |
| 1:00pm - 1:50pm | Search and Seizure | Asst. Solicitor, H. Pierre Municipal Court |
| 2:00pm - 2:50pm | Preparing the Case for Prosecution | Gordon Miller 572-2198 Liaison Officer Superior Court |



CITY OF ATLANTA


ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: The Honorable Arthur Kaplan, Judge
City of Atlanta Municipal Court

FROM: Sergeant S. M. Wilson, III 

DATE: April 28, 1982

In reference to our phone conversation of 4-27-82, I am attaching a copy of a memo addressing the said subject matter.

We are extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Major J. B. Steed
Captain B. Compton



CITY OF ATLANTA

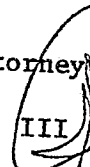
ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Gordon Miller
Assistant District Attorney

FROM: Sergeant S. M. Wilson, III 

DATE: April 28, 1982

In reference to our phone conversation of 4-28-82, I am attaching a copy of a memo addressing the said subject matter.

We are extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Major J. B. Steed
Captain B. Compton





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: H. Pierre
Assistant City Solicitor

FROM: Sergeant S. M. Wilson, III

DATE: April 28, 1982

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We are extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Major J. B. Steed
Captain B. Compton



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Major J. B. Steed

FROM: Sergeant S. M. Wilson, III

DATE: June 22, 1982

RE: IN-SERVICE TRAINING

The memorandum is being submitted to you in order that you may be apprized of the scheduling for Zone 1 personnel.

The dates which have been selected for our next in-service training are as follows: June 30, 1982 and July 1, 1982. The location of the training will be the 4th floor Committee Room, downtown at the main station. This space has been allotted for our use already, for a time period of 8:00 a.m. in the morning until 3:00 p.m. in the afternoon.

I respectfully request, that you have the effected supervisors, have the listed personnel to report to the Committee Room on the 4th floor, on June 30, 1982 at 0745 hours, whereby training can commence promptly at 0800 hours.



DATE OF TRAINING: JUNE 30, 1982

LIEUTENANT H. M. WRIGHT - DAY WATCH COMMANDER

The following personnel are needed:

| | |
|------------------------|----------------------|
| Officer J. A. Veerkamp | Officer C. G. Harris |
| Officer A. T. Edwards | Officer P. B. Mathis |
| Officer C. W. Harner | Officer J. B. Rose |

LIEUTENANT J. E. DYER - EVENING WATCH COMMANDER

The following personnel are needed:

| | |
|-----------------------|----------------------|
| Officer M. M. McCain | Officer D. B. Mathis |
| Officer G. L. Porter | Officer B. L. Self |
| Officer S. M. O'Brien | Officer C. F. Warren |
| Officer J. Martin | Officer P. Wright |
| Officer D. A. Butler | Officer K. D. Duncan |

LIEUTENANT H. H. CARSON - MORNING WATCH COMMANDER

The following personnel are needed:

| | |
|-------------------------|-------------------------|
| Officer H. E. Christian | Officer J. A. Zimmerman |
| Officer N. L. Cooper | Officer A. D. Mulhair |
| Officer M. R. Currence | Officer W. W. Tripp |
| Officer J. F. Walker | |

I am attaching to this memorandum a schedule of the areas of concern to be addressed detailing who will be performing the lectures for each area addressed.

jmw

cc: The Honorable Arthur Kaplan, Judge
City of Atlanta
Assistant D. A., Gordon Miller
Captain B. Compton
Lieutenant W. L. Reynolds
Lieutenant H. Walker
Detective W. C. Winston
Detective B. A. Glover

DATE OF TRAINING: JULY 1, 1982

LIEUTENANT H. M. WRIGHT - DAY WATCH COMMANDER

The following personnel are needed:

| | |
|---------------------|------------------------|
| Officer E. Cox | Officer D. Belt |
| Officer B. L. Sweat | Officer B. B. Harrison |
| Officer A. V. Heath | |

LIEUTENANT J. E. DYER - EVENING WATCH COMMANDER

The following personnel are needed:

Officer A. A. Jewell
Officer P. J. Autrey
Officer D. J. Banks

LIEUTENANT H. H. CARSON - MORNING WATCH COMMANDER

The following personnel are needed:

| | |
|-----------------------|------------------------|
| Officer B. L. Calhoun | Officer D. L. Smith |
| Officer F. T. Brown | Officer R. E. Davidson |
| Officer J. F. Walker | Officer D. E. Wilson |

I am attaching to this memorandum a schedule of the areas of concern to be addressed detailing who will be performing the lectures for each area addressed.

jmw

cc: The Honorable Arthur Kaplan, Judge
City of Atlanta
Assistant D. A., Gordon Miller
Captain B. Compton
Lieutenant W. L. Reynolds
Lieutenant H. Walker
Detective J. S. Straka
Detective B. A. Glover

IN-SERVICE TRAINING MCI

WEDNESDAY
June 30, 1982

INSTRUCTOR

| | | |
|-------------------|--|--|
| 8:00am - 8:50am | Introduction to the MCI Concept | Sgt. S.M. Wilson, III |
| 9:00am - 9:50am | Preliminary Follow-up Investigations (Larceny) | Det. B. A. Glover Burglary - 3 years |
| 10:00am - 10:50am | Preliminary Follow-up Investigations (Burglary) | Det. W.C. Winston Burglary - 3 years |
| 11:00pm - 12 noon | Proper Procedures for Handling Signals 6 & 7 | Lt. H. Walker ext. 6651 |
| 1:00pm - 1:50pm | Preparing the Case for Prosecution | Gordon Miller 572-2198 Liaison Officer Superior Court |
| 2:00pm - 2:50pm | First Aid Refresher Course | Judge Arthur Kaplan Suite 670 1375 Peachtree St., NE Atlanta, Ga. 30309 |

IN-SERVICE TRAINING MCI

THURSDAY

July 1, 1982

INSTRUCTOR

| | | |
|-------------------|--|--|
| 8:00am - 8:50am | Introduction to the MCI Concept | Sgt. S.M. Wilson, III |
| 9:00am - 9:50am | Preliminary Follow-up Investigations (Burglary) | Det. B. A. Glover Burglary - 3 years |
| 10:00am - 10:50am | Preliminary Follow-up Investigations (Larceny) | Det. J.S. Straka Burglary - 5 years |
| 11:00pm - 12 noon | Proper Procedure for Handling Signals 6 & 7 | Lt. H. Walker ext. 6651 |
| 1:00pm - 1:50pm | Preparing the Case for Prosecution | Gordon Miller 572-2198 Liaison Officer Superior Court |
| 2:00pm - 2:50pm | First Aid Refresher Course | Judge Arthur Kaplan Suite 670 1375 Peachtree St., NE Atlanta, Ga. 30309 |



CITY OF ATLANTA

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175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: The Honorable Arthur Kaplan, Judge
City of Atlanta Municipal Court

FROM: Sergeant S. M. Wilson, III

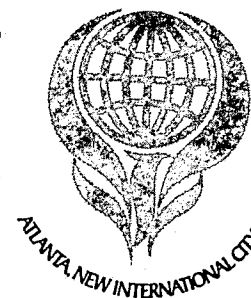
DATE: June 22, 1982

In reference to our phone conversation of 6-22-82, I am attaching a copy of a memorandum addressing the said subject matter.

Again, I am extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Major J. B. Steed
Captain B. Compton



CITY OF ATLANTA

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GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Gordon Miller
Assistant District Attorney

FROM: Sergeant S. M. Wilson, III

DATE: June 22, 1982

In reference to our phone conversation of 6-22-82, I am attaching a copy of a memorandum addressing the said subject matter.

Again, I am extremely grateful for your cooperation in helping us to carry out this endeavor.

jmw

cc: Major J. B. Steed
Captain B. Compton





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ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Lieutenant H. Walker
FROM: Sergeant S. M. Wilson, III
DATE: June 23, 1982

In reference to our phone conversation of 6-23-82, I am attaching a copy of a memorandum addressing the said subject matter.

Again, I am extremely grateful for your cooperation in helping us to carry out this endeavor.

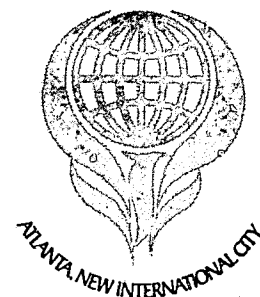
jmw

cc: Major J. B. Steed
Captain B. Compton

ATTACHMENT II

(ROLL CALL AWARENESS)






CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: ALL MCI PERSONNEL
FROM: Sergeant S. M. Wilson, III 
DATE: July 7, 1982
RE: ROLL CALL AWARENESS

The purpose of this memorandum is to provide you with the July schedule for roll call. I am attaching the schedule to this memo.

In an effort to insure that pertinent information is brought out during roll call, it will be necessary for you to meet with me prior to your scheduled appearance.

Please examine the attached schedule; if there are any problems, please do not hesitate to contact me.

jmw

cc: Major J. B. Steed
Captain B. Compton



JULY SCHEDULE FOR ROLL CALL

Officer's Name

Wednesday, July 7, 1982

Detective J. S. Straka
Detective B. A. Glover
Detective W. C. Winston

Watch To Be Addressed

6:30am - 7:00am
2:30pm - 3:00pm
10:30pm - 11:00pm

Monday, July 12, 1982

Detective B. A. Glover
Detective J. S. Straka
Detective J. C. Bolton

6:30am - 7:00am
2:30pm - 3:00pm
10:30pm - 11:00pm

Friday, July 16, 1982

Detective J. S. Straka
Detective J. C. Bolton

6:30am - 7:00am
2:30pm - 3:00pm

Tuesday, July 20, 1982

Detective B. A. Glover
Officer D. B. Partridge
Detective J. C. Bolton

6:30am - 7:00am
2:30pm - 3:00pm
10:30pm - 11:00pm

Friday, July 30, 1982

Officer D. B. Partridge
Detective J. C. Bolton

6:30am - 7:00am
2:30pm - 3:00pm

ATTACHMENT III
(SOLVABILITY CHECKLIST)

SUPPLEMENTAL FORM

CHARGE

CRIME NAME

REPORT DATE

COMPLAINT NO.

REPORT DATE

1. Can a witness identify the suspect?
(Identify witness W1 W2 W3) If no place an X in box A ☐
2. Can the victim identify the suspect? If no place an X in box B ☐
3. Does the victim know the suspect's name? If no place an X in box C ☐
4. Does the witness know the suspect's name?
(Identify witness W1 W2 W3) If no place an X in box D ☐
5. Is the suspect vehicle license no. known? If no place an X in box E ☐
6. Is there an adequate vehicle description? If no place an X in box F ☐
7. Is there traceable property involved? If no place an X in box G ☐
8. Is there physical evidence present?
(Such as fingerprints taken) If no place an X in box H ☐
9. Is there a significant recurring MO? If no place an X in box I ☐
10. Was there an opportunity for anyone other than the suspect to commit the crime? If no place an X in box J ☐

Suspect information broadcast

Address Checked

Person Interviewed

Age

Telephone

Address of person who closed building

Point of Entry

Point of Exit

Attending physician/where?

Date/

time pronounced

Name of medical examiner

Do these reasons to believe that the preliminary investigation cannot be completed at this time?

If no place an X in box K ☐

Can crime be solved with a reasonable amount of investigation?

If no place an X in box L ☐

THIS SUPPLEMENTARY BUSINESS REVIEW
Office o field o closed
ASSIGNMENT TRACK
Office o field o report o closed

Should investigator should follow up solvability factors

REPORTING OFFICER BEAT NO.

Closed By:

- ☐ Arrest
- ☐ H.O.P.
- ☐ Exceptionally
- ☐ Unfounded

ATTACHMENT IV
(NEW OFFENSE REPORT)

| CITY OF ATLANTA BUREAU OF POLICE SERVICES | | | | | | | | | | OFFENSE REPORT (front) | |
|---|---|---|---|--|----------------|--|---------------------------|--|--------------------------|------------------------|--|
| Complaint Number | | Date of Report | | Ga. Code | | Ga. Code | | Ga. Code | | File No. | |
| Reporting Area | | Location of Offense | | Weather | | Date of Call | | Time Arrived | | Time In Service | |
| Reporting Officer | | Assignment | | Describe How Crime Committed | | Force? | | Domestic? | | | |
| Social Security No. | | Security Devices | | Is there a Clear-Out Aggressor? | | Burglary, who secured building prior to crime? | | | | | |
| Who Discovered Crime? | | Injuries | | Describe body location | | Admitted? | | What Hospital? | | | |
| <p>A. CAN A SUSPECT BE IDENTIFIED? IF NO, PLACE AN "X" IN THE BOX</p> <p>B. CAN A SUSPECT BE NAMED? IF NO, PLACE AN "X" IN THE BOX</p> | | | | | | | | | | | |
| <p>V - VICTIMS P - PARENT OR GUARDIAN W - WITNESS</p> <p>Sobriety: <input type="radio"/> Sober <input type="radio"/> Drinking <input type="radio"/> Drunk</p> | | | | | | | | | | | |
| CODE | Name (Last, First, Middle) | Age | Sex | City | Resident Phone | Business Phone | Prosecute | or | Testify | | |
| | Resident's Address | | | | | | <input type="radio"/> Yes | | <input type="radio"/> No | | |
| CODE | Name (Last, First, Middle) | Age | Sex | City | Resident Phone | Business Phone | Prosecute | or | Testify | | |
| | Resident's Address | | | | | | <input type="radio"/> Yes | | <input type="radio"/> No | | |
| CODE | Name (Last, First, Middle) | Age | Sex | City | Resident Phone | Business Phone | Prosecute | or | Testify | | |
| | Resident's Address | | | | | | <input type="radio"/> Yes | | <input type="radio"/> No | | |
| Business Address, or if Tourist - Temporary Address | | | | | | | | | | | |
| Reporting Person's Name | | | | | | | | | | | |
| Reporting Person's Address | | | | | | | | | | | |
| <p>C. CAN A VEHICLE BE DESCRIBED? IF NO, PLACE AN "X" IN THE BOX</p> <p>D. CAN A VEHICLE LICENSE NUMBER BE IDENTIFIED? IF NO, PLACE AN "X" IN THE BOX</p> | | | | | | | | | | | |
| <input type="radio"/> Theft of Vehicle | | <input type="radio"/> Vehicle Vandalized | | <input type="radio"/> Stolen Vehicle Recovered | | <input type="radio"/> What Jurisdiction? | | <input type="radio"/> Reason Impounded | | | |
| <input type="radio"/> Theft From Vehicle | | <input type="radio"/> Vehicle Involved in Crime | | <input type="radio"/> In <input type="radio"/> Out of Jurisdiction | | | | | | | |
| Owner | | | | | | | | | | | |
| Address | | | | | | | | | | | |
| Telephone | | | | | | | | | | | |
| Tag Number | Year | State | Make | Year | Model | Stylr Code | Color | Identifiable Features | | | |
| VIN | Doors Locked? | Ignition Locked? | Keys in Ignition? | Vehicle Impounded to | | | | | | | |
| | <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unk. | <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unk. | <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unk. | | | | | | | | |
| <p>E. CAN PROPERTY BE TRACED? IF NO, PLACE AN "X" IN THE BOX</p> <p>F. IS PHYSICAL EVIDENCE PRESENT? IF NO, PLACE AN "X" IN THE BOX</p> | | | | | | | | | | | |
| DESCRIBE PROPERTY STOLEN OR DAMAGE TO PROPERTY (Specify if Damage to Property) | | | | | | | | | | | |
| MAKE | MODEL | STYLE | Serial No. | Solm | Recovered | | | | | | |
| | | | | .00 | .00 | | | | | | |
| | | | | .00 | .00 | | | | | | |
| | | | | .00 | .00 | | | | | | |
| | | | | .00 | .00 | | | | | | |
| | | | | .00 | .00 | | | | | | |
| Investigator Assigned | | | | | | | | | | | |
| Has Work Been Requested From An Identification Team? <input type="radio"/> Yes <input type="radio"/> No | | | | | | | | | | | |
| Type of Work Requested: <input type="radio"/> Photo <input type="radio"/> Fingerprint <input type="radio"/> Composite <input type="radio"/> Other | | | | | | | | | | | |
| Performed By: | | | | | | | | | | | |

CITY OF ATLANTA

BUREAU OF POLICE SERVICES

OFFENSE REPORT (back)

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|------------------------------|----------------------|--|--------|--------------|-------|---|--|--|------------------------------|----------------------|--|--------|--------------|-------|---|--|--|------------------------------|----------------------|--|--------|--------------|-------|--|---|--|--|-------|--|--|--|--|--|----------------|--|--|--|--|--|--|--|--|
| Arrested Person/Suspect Information | ARREST 0 | | | COPY 0 | | | SUSPECT 0 | | | ARREST 0 | | | COPY 0 | | | SUSPECT 0 | | | ARREST 0 | | | COPY 0 | | | SUSPECT 0 | | | | | | | | | | | | | | | | | | | | |
| | Name (Last, First,Middle) | | | | | | | | | Name (Last, First, Middle) | | | | | | | | | Name(Last, First, Middle) | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Location of Arrest Apt. | | | | | | | | | Location of Arrest Apt. | | | | | | | | | Location of Arrest Apt. | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Residence Address Apt. | | | | | | | | | Residence Address Apt. | | | | | | | | | Residence Address Apt. | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | D.O.B. | | | Race | | Sex | | Alias | | D.O.B. | | | Race | | Sex | | Alias | | D.O.B. | | | Race | | Sex | | Alias | | | | | | | | | | | | | | | | | | | |
| | Age To | | | Height To | | | Weight To | | | Age To | | | Height To | | | Weight To | | | Age To | | | Height To | | | Weight To | | | | | | | | | | | | | | | | | | | | |
| | Hair Color | | | Hair Style | | | Facial Hair | | | Hair Color | | | Hair Style | | | Facial Hair | | | Hair Color | | | Hair Style | | | Facial Hair | | | | | | | | | | | | | | | | | | | | |
| | Build | | | Trait of Perpetrator | | | | | | Build | | | Trait of Perpetrator | | | | | | Build | | | Trait of Perpetrator | | | | | | | | | | | | | | | | | | | | | | | |
| | Eyes | | | Complexion | | | Scars | | | Eyes | | | Complexion | | | Scars | | | Eyes | | | Complexion | | | Scars | | | | | | | | | | | | | | | | | | | | |
| | Weapon | | | Weapon Hand | | | Goggles | | | Weapon | | | Weapon Hand | | | Goggles | | | Weapon | | | Weapon Hand | | | Goggles | | | | | | | | | | | | | | | | | | | | |
| Jewelry | | | Hat | | | Jacket | | | Jewelry | | | Hat | | | Jacket | | | Jewelry | | | Hat | | | Jacket | | | | | | | | | | | | | | | | | | | | | |
| Shirt | | | Pants | | | Shoes | | | Shirt | | | Pants | | | Shoes | | | Shirt | | | Pants | | | Shoes | | | | | | | | | | | | | | | | | | | | | |
| Impersonation | | | Visible Injury 0 Yes 0 No | | | | | | Impersonation | | | Visible Injury 0 Yes 0 No | | | | | | Impersonation | | | Visible Injury 0 Yes 0 No | | | | | | | | | | | | | | | | | | | | | | | | |
| Who Identified? | | | | | | | | | Who Identified? | | | | | | | | | Who Identified? | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sobriety 0 Sober 0 Drinking 0 Drunk 0 Drug/Alcohol Use | | | | | | | | | Sobriety 0 Sober 0 Drinking 0 Drunk 0 Drug/Alcohol Use | | | | | | | | | Sobriety 0 Sober 0 Drinking 0 Drunk 0 Drug/Alcohol Use | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Charges | | | | | | | | | Charges | | | | | | | | | Charges | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Court Date Time | | | | | | | | | Court Date Time | | | | | | | | | Court Date Time | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| M.O Data | ★ G. IS THE SUSPECT THE ONLY PERSON WHO HAD A DEFINITE OPPORTUNITY TO COMMIT THE CRIME? IF NO, PLACE AN "X" IN THE BOX | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | ★ H. IS THERE A SIGNIFICANT RECURRING M.O.? IF NO, PLACE AN "X" IN THE BOX | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Actions of Perpetrator(s) (Code) | | | | | | | | | Original Contract (Address) | | | | | | | | | Information 0 Reliable 0 Unknown | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Victim Forced To | | | | | | | | | Point of Entry | | | | | | | | | Method of Entry | | | | | | | | | Point of Exit | | | | | | | | | Method of Exit | | | | | | | | |
| | ★ I. IS THERE A SPECIAL REASON WHY THIS CRIME SHOULD RECEIVE A FOLLOW-UP CONTINUING INVESTIGATION OTHER THAN THE EXISTENCE OF SOLVABILITY FACTORS ABOVE? IF NO, PLACE AN "X" IN THE BOX AND INDICATE WHY IN THE NARRATIVE BELOW | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Court Code | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Narrative | Address Checked | | | | | | | | | Person Interviewed | | | | | | | | | Age | | | Telephone | | | | | | | | | | | | | | | | | | | | | | | |
| | Field Supervisor | | | | | | | | | Case Assignment Officer | | | | | | | | | Closed By: | | | | | | | | | Review Officer | | | | | | | | | | | | | | | | | |
| | I have read this report and certify that it is complete and legible. Classified as: 0 Field Investigation 0 Office 0 Investigation 0 Closed | | | | | | | | | Classified As: 0 Office 0 Field Investigation 0 Investigation 0 Closed Assigned To: | | | | | | | | | 0 Arrest 0 No Arrest 0 Unfounded 0 Warrant Advised 0 No Prosecution 0 Exceptionally | | | | | | | | | Referred To: 0 Homicide () 0 Auto Theft () 0 Sex Crimes () 0 Vice () 0 Robbery () 0 Zone () 0 Burglary () 0 Other () 0 Larceny () | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Signed | | | | | | | | | Follow-up Factors A B C D E F G H I | | | | | | | | | Signed | | | | | | | | | Signed | | | Total | | | | | | | | | | | | | | |

NOTE:

Represents Information By Code

Form 32-G-105 5/82

ATTACHMENT V
(ADDITIONAL VICTIM NOTIFICATION LETTER)



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Detective J. C. Bolton
Detective B. A. Glover
Detective J. S. Straka
Detective W. C. Winston

FROM: Sergeant S. M. Wilson, III

DATE: April 28, 1982

RE: NOTIFICATION LETTER

This memo is being sent to inform you of a new procedure to be followed when victims of an offense fail to contact you, after you have made documented efforts to contact them.

During our weekly check-up meetings you will advise me of any cases you are investigating, wherein the victim has failed to get back in touch with you. Based upon the circumstances, I will decide whether or not the attached letter should be forwarded to the victim.

It is conclusive that one of the purposes of MCI is that of better documentation. Therefore, it is felt that this procedure would be another step in that direction.

This particular practice will be in keeping with a letter from the F.B.I., to Lieutenant Burch, dated May 19, 1977. (Attached)

Thanks in advance for your cooperation.

jmw

cc: Major J. B. Steed
Captain B. Compton



CITY OF ATLANTA

ANDREW YOUNG, MAYOR

BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

LEE P. BROWN
Public Safety Commissioner

GEORGE NAPPER
Chief of Police

Dear _____:

On _____, you had occasion to report an incident to the Atlanta Bureau of Police Services. Based upon the crime elements set out in your report, the crime was coded as larceny burglary, based upon uniform crime standards set by the U.S. Federal Government.

During the course of reviewing your report, there were certain solvability factors present. Because of the existence of the solvability factors, your particular report was assigned to one of our detectives for further follow-up investigation. To date, the detective assigned to your case has been unable to contact you. He has indicated to me that he has made attempts to contact you, and has left messages with your relative/friend; therefore, if our office fails to hear from you by _____, it will be our assumption that you no longer desire to have this offense prosecuted, which means we will have no other choice but to exceptionally-clear your complaint, based upon your apparent unwillingness to cooperate in this particular investigation.

In closing, if upon receipt of this letter you desire to still prosecute this matter, please bring it to the attention of the detective whose name appears in the lower left-hand corner of this letter. You should make reference to your assigned MCI number in referring to this matter. If the detective assigned to your case is not available when you call, please leave your name and number for him/her to return your call. You may call the Zone 1 Precinct twenty-four (24) hours a day at 658-7400.

Thanking you in advance for understanding our position in regards to this complaint.

Yours for a better law enforcement,

Samuel M. Wilson, III, Sergeant
Zone 1 (MCI)

cc: File

Detective Assigned Case: _____
Your MCI Number: _____





UNITED STATES DEPARTMENT OF JUSTICE

FEDERAL BUREAU OF INVESTIGATION

WASHINGTON, D.C. 20535

May 19, 1977

Lieutenant L. F. Burch
Report Review Unit
Atlanta Bureau of Police Services
165 Decatur Street, S.E.
Atlanta, Georgia 30303

Dear Lieutenant Burch:

Reference is made to your letter of May 11, 1977,
regarding classification of offenses wherein the victim
refuses to cooperate.

The national Uniform Crime Reporting (UCR) Program
has traditionally endeavored to strive for completeness
and accuracy in crime statistics. It is therefore imperative
that all offenses known to the police be reported. The
specific examples you cite place the burden upon the investi-
gating agency to establish that a criminal act has been
committed. Without the cooperation of the victim, or in
cases where the victim supplies false information pertaining
to their identity and address, the reported offense should
be scored as an offense known to police. The offense may
then be unfounded as a false or baseless complaint, providing
your investigation cannot establish the offense actually
occurred.

Your continued cooperation is appreciated.

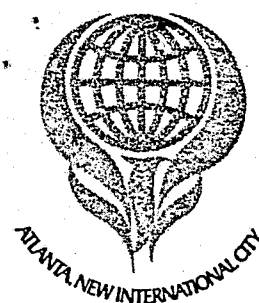
Sincerely yours,

Paul A. Zolbe, Chief
Uniform Crime Reports

1 - State Program
Mr. Walter Boles
Georgia Crime Information Center
Attention: Mary Baumgartner
Post Office Box 1456
Atlanta, Georgia 30301

ATTACHMENT VI

(NOTICE OF CASE PREPARATION CHANGES)



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton
FROM: Officer D. B. Partridge (DAP)
Court Liaison Officer
DATE: June 25, 1982
RE: REVISED TERRORISTIC THREATS AND THEFT BY SHOPLIFTING
QUESTIONNAIRES

Attached you will find copies of the revised Terroristic Threats and Theft by Shoplifting Questionnaire prepared by Assistant District Attorney Elden Courey, III, of the Superior Court Indictment Section. Note that the questionnaires are the same except for the addition of Item 9 for Terroristic Threats, and Item 10 on the Theft by Shoplifting Questionnaire has been reworded to give an option to Security Personnel, to either relinquish a copy of their security report to the police at the time of the defendants arrest to ensure the security officers report becomes a permanent part of the officers supplementary, or relinquish said security report within 24 hours of the defendants preliminary hearing.

Also, note that the addition of the address of the Juvenile Court has been added as to route this security report to the respective court in the case of juvenile offenders.

Mr. Courey has been very helpful in his endeavors to provide a more applicable questionnaire and hopefully this will expedite a more comprehensive form of report writing where these offenses are occurring.

Please bring the new questionnaires to the attention of the Watch Commanders, so that the revised ones might be distributed to Zone 1 personnel and used in lieu of the ones presently in their police note books.

jmw

cc: Major J. B. Steed
Lieutenant W. L. Reynolds
Sergeant S. M. Wilson, III



INFORMATION NEEDED FOR D.A.'S OFFICE

Retain in Police Notebook
for Future Use

THEFT BY SHOPLIFTING

\$26-1802.1

1. List an exact description of each item stolen. Clothing descriptions should show brand name, color, size and whether man's or lady's, etc. Other property should be described as exactly as possible, include number of items packaged per container, if applicable.
2. What exactly did the defendant do? Describe the circumstances showing the defendant having personal and exclusive control over the property. Include the names of the witnesses to the above act(s) and what they can testify to.
3. If no one saw the defendant commit the theft, what was the defendant doing which connects him to the offense?
4. List the name and address of each and every witness. List the exact address of the store. If the store is a corporation, what is the exact corporate name as shown on the State of Georgia registration? For store employees list the home address. Who can testify to ownership and value?
5. Did the defendant make any statements or comments? All oral statements or comments, must be written down by the security officer in the report. A copy of any written statements must be included in the reports.
6. If the defendant made a statement, was he advised of his rights? By whom? If so, what did he tell you? If in writing, include a copy in your report. Any witnesses to the statement?
7. Was property recovered? Where from? Where is it now? How can the property be identified as belonging to the victim's business?
8. Was the defendant charged and bound over for all offenses? Has your investigation been completed? If not, please explain. List all co-defendants' names and whether bound over or pending a hearing.
9. If an arrest is made by security personnel, list the security officer's name as second officer on the offense report. A police officer transporting only, should indicate after his name, "Transport only."
10. If the arrest and case is made by store or company, security personnel, the security officer must either turn over a copy of the security report to the police officer at the time of the preliminary hearing or within 24 hours following a preliminary hearing wherea defendant is bound over, forward a copy of the security report on the offense to the correct prosecutor's office as listed below:

Felony - Fulton County District Attorney's Office, 301 Fulton County Courthouse, Atlanta, GA 30335. Attn: Indictment Section

Misdemeanor - Fulton County Solicitor's Office, 55 Fulton County State Courthouse, Atlanta, Georgia 30335.

Juvenile - Fulton County District Attorney's Office, Juvenile Court, 446 Capital Avenue, Atlanta, GA 30312

TERRORISTIC THREATS

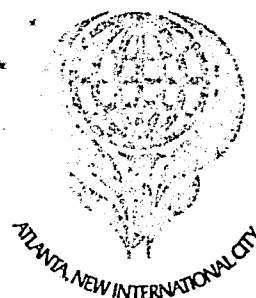
\$26-1307

1. Exactly whom did the defendant threaten?
2. As exactly as possible, what words did defendant use in making the threats?
3. Did the defendant have a weapon when the threat was made? What kind? What was he doing with it at the time of the threat? Was it recovered? Who has it now?
4. List witnesses who heard the threat being made. What did they hear? Are they related to the victim?
5. Note: By statute, if there is not a corroborating witness or corroborating evidence, case is not Terroristic Threats.
6. What led up to this incident? Was there an argument or fight?
7. Any comments, admissions or statements by defendant? If so, was he advised of his rights? By whom? Who heard his statements? What did he say?
8. Was the Defendant handcuffed, in the police unit or in custody at the time the Terroristic Threats were made? Describe circumstances.
9. Threat made to a witness in a case: What is the name of the Defendant against whom the victim was testifying? What is the status of that case?

Note: Where the other case was indicted or pending in State court at the time the witness was threatened, the charge should be, Influencing Witness.

ATTACHMENT VII

(SAMPLING OF INFORMATION PUT OUT BY POLICE LIAISON OFFICER)



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton

FROM: Officer D. B. Partridge **DBP**
Liaison Officer

DATE: July 6, 1982

RE: JUNE TABULATION OF UNIFORM AND INVESTIGATOR
BINDER OVER PACKAGES

During the month of June, 1982, Zone 1 uniform personnel including all watches, had a total of 154 separate binder over packages sent to either accusations or indictments on arrested subjects, with only (3) packages requiring additional information.

The following is a breakdown of specific crimes and number of binder over packages sent pertaining to that crime:

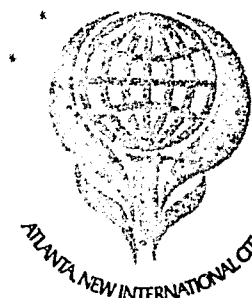
| | |
|---|----|
| BURGLARIES HANDLED BY UNIFORM | 3 |
| LARCENIES AND RELATED THEFTS | 35 |
| ASSAULT AND RELATED OFFENSES | 42 |
| WEAPON OFFENSES | 8 |
| RAPE | 1 |
| ROBBERY | 6 |
| NARCOTIC AND RELATED OFFENSES | 6 |
| OTHER BINDER OVER PACKAGES SENT ON MISDEMEANOR OFFENSES | 46 |

Of the total binder over packages sent, 21 were rejected for additional information by the Liaison Officer.

| | |
|------------|---|
| BURGLARIES | 2 |
| LARCENIES | 4 |
| ASSAULT | 8 |
| ROBBERY | 2 |
| NARCOTIC | 2 |
| OTHER | 3 |

Inference to reports boundover by investigators, 9 complete packages were sent during the month of June with only 1 report requiring additional information. Of the 9 binder over packages sent, they included 6 burglary and 2 larceny reports, and 1 other binder over package.

jmw



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton

FROM: Officer D. B. Partridge **DBP**
Liaison Officer

DATE: June 3, 1982

RE: MAY TABULATION OF UNIFORM AND INVESTIGATOR
BINDER OVER PACKAGES

During the month of May, 1982, Zone 1 uniform personnel including all watches, had a total of 115 separate binder over packages sent to either accusations or indictments on arrested subjects, with only (4) packages requiring additional information.

The following is a breakdown of specific crimes and number of binder over packages sent pertaining to that crime:

| | |
|---|----|
| BURGLARIES HANDLED BY UNIFORM | 3 |
| LARCENIES AND RELATED THEFTS | 24 |
| ASSAULT AND RELATED OFFENSES | 19 |
| WEAPON OFFENSES | 6 |
| ROBBERY | 5 |
| NARCOTIC AND RELATED OFFENSES | 5 |
| OTHER BINDER OVER PACKAGES SENT ON MISDEMEANOR OFFENSES | 25 |

Of the total binder over packages sent, 28 were rejected for additional information by the Liaison Officer.

| | |
|-----------|---|
| WEAPONS | 2 |
| LARCENIES | 9 |
| ASSAULT | 5 |
| ROBBERY | 2 |
| DRUGS | 2 |
| OTHER | 8 |

Inference to reports boundover by investigators, 8 complete packages were sent during the month of May with only 2 reports requiring additional information. Of the 8 binder over packages sent, they included 3 burglary and 5 larceny reports.

jmw





ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton
FROM: Officer D. B. Partridge (DBP)
Liaison Officer
DATE: May 3, 1982
RE: APRIL TABULATION OF UNIFORM AND INVESTIGATOR
BINDER OVER PACKAGES

During the month of April, 1982, Zone 1 uniform personnel including all watches, had a total of 80 separate binder over packages sent to either accusations or indictments on arrested subjects, with only two packages requiring additional information.

The following is a breakdown of specific crimes and number of binder over packages sent pertaining to that crime:

| | |
|---|----|
| BURGLARIES HANDLED BY UNIFORM | 10 |
| LARCENIES AND RELATED THEFTS | 14 |
| ASSAULT AND RELATED OFFENSES | 23 |
| WEAPON OFFENSES | 5 |
| ROBBERY | 2 |
| NARCOTIC AND RELATED OFFENSES | 4 |
| OTHER BINDER OVER PACKAGES SENT ON MISDEMEANOR OFFENSES | 18 |

Of the 80 total binder over packages sent, 15 was rejected for additional information by the Liaison Officer.

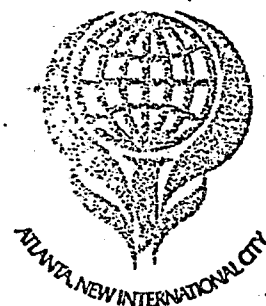
| | |
|------------|---|
| BURGLARIES | 2 |
| LARCENIES | 3 |
| ASSAULT | 1 |
| ROBBERY | 1 |
| DRUGS | 3 |
| OTHER | 5 |



PAGE 2
RE: APRIL TABULATION OF UNIFORM AND INVESTIGATOR
BINDER OVER PACKAGES

Inreference to reports boundover by investigators, 10 complete binder over packages were sent during the month of April with only one burglary report requiring additional information. Of the 10 binder over packages sent, they included (6) burglary, and (4) larceny reports.

DBP/jw



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

M E M O R A N D U M

TO: OFF. T.L. CARTER
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 070982
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 921753.

THE DEFENDANT/S RUBEN H. EVERHART AND
WILLIE A. TURNER WERE INDICTED FOR
ATTEMPT BURGLARY ON 060182.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

SUBJECTS FOUND GUILTY 062882, 3 YEARS PROBATION EACH PLUS
\$350.00 fine.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

M E M O R A N D U M

TO: OFF. C.W. HARNER
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 070982
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

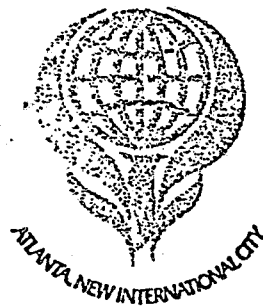
THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 900839.

THE DEFENDANT/S GREGORY WATKINS AND
N/A WERE INDICTED FOR BURGLARY
AND FOUND NOT GUILTY AT ARRAIGNMENT ON 032482.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. M.L. HOLDER
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 070982
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

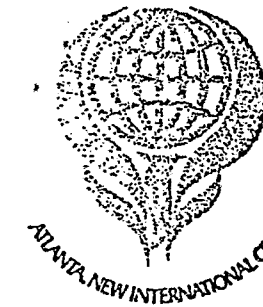
THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 932979.

THE DEFENDANT/S DANNY TAYLOR AND
N/A WERE INDICTED ON 061182
AND FOUND GUILTY OF BURGLARY ON 062582.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

3 YEARS TO SERVE 6 MONTHS, ALSO A RESTITUTION OF \$250.00.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. M. LEMONS
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 070982
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 937141.

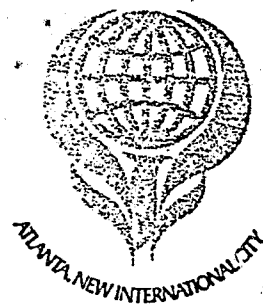
THE DEFENDANT/S LARRY E. TUCKER AND
N/A WERE INDICTED ON 061882
AND FOUND GUILTY OF THEFT BY TAKING ON 070182.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

SUBJECT FOUND GUILTY 12 MONTHS TO SERVE.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. E.H. BROWN
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 070982
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

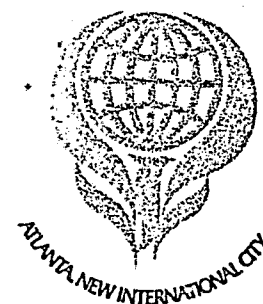
THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 904292.

THE DEFENDANT/S HORACE PARKS AND
N/A WERE INDICTED ON 032682 FOR BURGLARY,
AND A JURY TRIAL HELD ON 063082 - 070182.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

SUBJECT FOUND GUILTY, SENTENCE 12 YEARS TO SERVE , 6 YEARS
BALANCE PROBATED.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. R.L. Cochran
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 062882
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 929542.

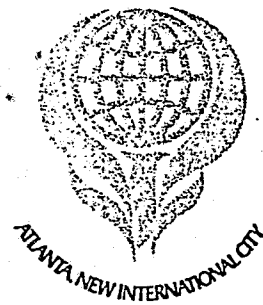
THE DEFENDANT/S ROBERT GRIFFIN AND
N/A WERE FOUND GUILTY
OF BURGLARY ON 060182.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

5 years. 1 year to serve, 4 years. probated.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. C. DAVID

FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER

DATE: 062882

RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

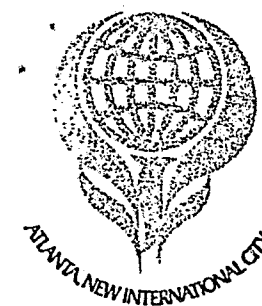
THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 902696.

THE DEFENDANT/S TIMOTHY HARDNETT AND
N/A WERE FOUND GUILTY
FOR BURGLARY ON 060382.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

5 YEARS. 2 YEARS TO SERVE, 3 YEARS PROBATED.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: DET. J. S. STRAKA

FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER

DATE: 062882

RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

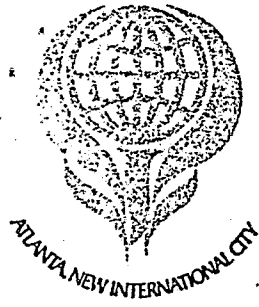
THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 929910.

THE DEFENDANT/S GREGORY SMITH AND
N/A WERE INDICTED
ON 061582.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

M E M O R A N D U M

TO: DET. J.S. STRAKA
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 062882
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 919229.

THE DEFENDANT/S ANTHONY B. JACKSON AND
N/A WERE FOUND GUILTY
OF LARCENY ON 052882.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

2 years probation and restitution.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

M E M O R A N D U M

TO: DET. J.S. STRAKA
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 062882
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 895153.

THE DEFENDANT/S KENNETH JACKSON AND
N/A WERE FOUND GUILTY
OF BURGLARY ON 051082.

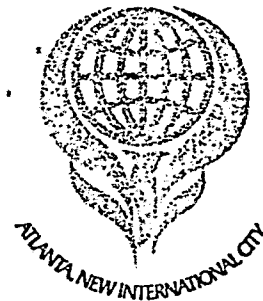
IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

10 YEARS. 6 YEARS TO SERVE, 4 YEARS PROBATED.

A VERY GOOD CASE.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III





CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. W.L. BRITT
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 062882
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 891308.

THE DEFENDANT/S DWIGHT MIDDLEBROOKS AND
N/A WERE found guilty
of larceny ON 052882.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

5 YEARS TO SERVE

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: OFF. R.E. DAVIDSON
FROM: OFFICER D. B. PARTRIDGE
COURT LIAISON OFFICER
DATE: 062882
RE: DISPOSITION OF MCI TARGET CRIME ARRESTS

THIS IS TO INFORM YOU OF THE STATUS AND/OR DISPOSITION OF THE
ARRESTS YOU MADE BEARING COMPLAINT NUMBER 904285.

THE DEFENDANT/S CALVIN GARMON, LINDA THORNTON AND
TONYA ZIMMERMAN WERE FOUND GUILTY
OF BURGLARY ON 050782.

IF FINAL DISPOSITION, SENTENCE WILL BE LISTED BELOW.

3 YEARS PROBATION AND RESTITUTION EACH.

cc: Major J. B. Steed
Captain B. Compton
Sergeant S. M. Wilson, III



ATTACHMENT VIII
(POSITIVE FEEDBACK FROM D.A.'S OFFICE)



LEWIS R. SLATON
DISTRICT ATTORNEY-ATLANTA JUDICIAL CIRCUIT
THIRD FLOOR COURTHOUSE • ATLANTA, GEORGIA 30303

July 16, 1982

Sgt. S.M. Wilson, III
City of Atlanta
Bureau of Police Services
175 Decatur Street, SE
Atlanta, GA 30335

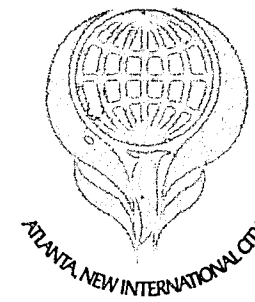
Dear Sgt. Wilson:

We are pleased to note the continuing increase
in the quality of police reports coming to our office
from Zone I as a result of the MCI Program.

Please convey to the officers of Zone I our
appreciation for a job well-done.

Very truly yours,
A handwritten signature in dark ink, appearing to read 'Gordon H. Miller'.
Gordon H. Miller
Assistant District Attorney
Atlanta Judicial Circuit

ATTACHMENT IX
(TELEPHONE SURVEY)



GEORGE NAPPER
Public Safety Commissioner


CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton

FROM: Sergeant S. M. Wilson, III 

DATE: June 9, 1982

RE: MCI SURVEYS FOR MAY

Attached to this memorandum, you will find for your review the outcome of telephone surveys for the month of May. The telephone surveys were conducted by the two interns working with us from Atlanta University.

jmw

cc: Major J. B. Steed
Lieutenant H. H. Carson
Lieutenant J. E. Dyer
Lieutenant C. T. Padgett
Lieutenant H. M. Wright



QUESTIONNAIRE - I
(PATROL OFFICERS)

PERCENTAGE BREAKDOWN OF RESPONSES

BASED UPON 26 SURVEYS
TOTAL NUMBERS OF ATTEMPTED SURVEYS 100

PERIOD COVERING 5-1-82 thru 5-31-82

1. A. 57.7%
B. 34.6%
C. 3.8%
D. 3.8%
2. A. 23.1%
B. 57.7%
C. 13.4%
D. 3.8%
3. A. 96.2%
B. 3.8%
C.
D.
4. A. 30.8%
B. 26.9%
C. 15.4%
D. 26.9%
5. A. 65.4%
B. 34.6%
C.
D.

6. A. 80.8%
B. 19.2%
C.
D.
7. A. 96.2%
B. 3.8%
C.
D.
8. A. 84.6%
B. 15.4%
C.
D.
9. A. 88.5%
B. 11.5%
C.
D.
10. A. 92.3%
B. 7.3%
C.
D.
11. A. 76.9%
B. 23.1%
C.
D.

SURVEY QUESTIONNAIRE - I (PATROL OFFICERS)

1. What was general attitude of investigating officer?
(a) Excellent - he/she appeared to be very interested in reporting incident 15
(b) Good - he/she appeared to be somewhat interested 9
(c) Fair - he/she was a little interested 1
(d) Poor - he/she showed no interest at all 1
2. Did officer ask for details surrounding occurrence of reported incident?
(a) very thorough - paid attention to all details as they were given 6
(b) Thorough - checked for clues and physical evidence 15
(c) Somewhat thorough - gave partial attention to details 4
(d) Not thorough enough - did not appear attentive 1
3. Do you feel officer did everything he/she could in handling your problem?
(a) Yes 25
(b) No 1
4. Do you feel that the response time was sufficient? This will be determined by the response received from victims.
(a) Very sufficient - within () minutes 8
(b) Sufficient enough - within () minutes 7
(c) Not sufficient enough - within () minutes 4
(d) Needs improvement () minutes 7
5. Do you feel that the officer adequately interviewed witnesses?
(a) Yes 17
(b) No 9

5. Did Officer offer any solutions or suggestions about preventing other such occurrences?

(a) Yes 21

(b) No 5

7. Did patrol officer conduct himself/herself in professional manner?

(a) Yes 25

(b) No 1

8. Because of nature of your particular incident, do you feel that one investigative officer was sufficient?

(a) Yes - he/she appeared to be very well trained 22

(b) No - he/she could have used assistance 4

9. Do you feel officer was instrumental in obtaining information that was important to your particular case?

(a) Yes 23

(b) No 3

10. Did patrol officer appear to be decisive and confident of his/her decisions regarding incident?

(a) Yes - he/she was able to make decisions with great confidence 24

(b) No - he/she showed no confidence in his decisions 2

11. Did the officer supply you with a small blue card, which should have contained the complaint number of your particular report for reference?

(a) Yes 20

(b) No 6

VICTIM'S NAME: _____

DATE OF REPORT: _____

COMPLAINT NO. _____

UCR NUMBER: _____

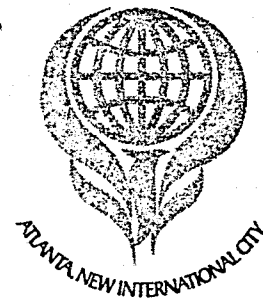
MCI SURVEY TABLE

PERIOD COVERING: May, 1982

| CATEGORY | BURGLARY | LARCNEY |
|----------------------------------|----------|---------|
| ACTUAL COUNT OF PEOPLE CONTACTED | 12 | 14 |
| UNABLE TO CONTACT | 18 | 20 |
| NO ANSWER | 9 | 10 |
| UNLISTED NEW NUMBER | | 1 |
| WRONG NUMBER | 2 | 2 |
| NUMBER OUT OF SERVICE | 4 | 1 |
| WILL RETURN THE CALL | 4 | |
| TURNDOWN | 1 | |
| NO LONGER WORKING AT BUSINESS | | 2 |
| TOTAL TOTAL NUMBERS OF CALLS | 50 | 50 |

CONTINUED

1 OF 2



CITY OF ATLANTA

ANDREW YOUNG, MAYOR

BUREAU OF POLICE SERVICES

175 DECATUR ST., S.E.

ATLANTA, GEORGIA 30335

GEORGE NAPPER
Public Safety Commissioner

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton

FROM: Sergeant S. M. Wilson, III *[Signature]*

DATE: July 5, 1982

RE: MCI SURVEYS FOR APRIL

Attached to this memorandum, you will find for your review the outcome of telephone surveys for the month of April. The telephone surveys were conducted by the two interns working with us from Atlanta University.

jmw

cc: Major J. B. Steed
Lieutenant H. H. Carson
Lieutenant J. E. Dyer
Lieutenant C. T. Padgett
Lieutenant H. M. Wright



MCI SURVEY TABLE QUESTIONNAIRE - I (PATROL OFFICERS)

PERCENTAGE BREAKDOWN OF RESPONSES

BASED UPON 40 SURVEYS

TOTAL NUMBERS OF ATTEMPTED SURVEYS 103

PERIOD COVERING 4-1-82
4-30-82

1. A. 70%
B. 20%
C. 3%
D. 7%

2. A. 70%
B. 23%
C. 7%
D. 0%

3. A. 95%
B. 5%
C. 0%
D. 0%

4. A. 52%
B. 25%
C. 3%
D. 20%

5. A. 87%
B. 13%
C. 0%
D. 0%

6. A. 67%
B. 33%
C. 0%
D. 0%

7. A. 100%
B. 0%
C. 0%
D. 0%

8. A. 93%
B. 7%
C. 0%
D. 0%

9. A. 90%
B. 10%
C. 0%
D. 0%

10. A. 95%
B. 5%
C. 0%
D. 0%

11. A. 80%
B. 20%
C. 0%
D. 0%

APRIL, 1982

SURVEY QUESTIONNAIRE - I (PATROL OFFICERS)

1. What was general attitude of investigating officer?
 - (a) Excellent - he/she appeared to be very interested in reporting incident 28
 - (b) Good - he/she appeared to be somewhat interested 8
 - (c) Fair - he/she was a little interested 1
 - (d) Poor - he/she showed no interest at all 3
2. Did officer ask for details surrounding occurrence of reported incident?
 - (a) very thorough - paid attention to all details as they were given 28
 - (b) Thorough - checked for clues and physical evidence 9
 - (c) Somewhat thorough - gave partial attention to details 3
 - (d) Not thorough enough - did not appear attentive
3. Do you feel officer did everything he/she could in handling your problem?
 - (a) Yes 38
 - (b) No 2
4. Do you feel that the response time was sufficient? This will be determined by the response received from victims.
 - (a) Very sufficient - within () minutes 21
 - (b) Sufficient enough - within () minutes 10
 - (c) Not sufficient enough - within () minutes 1
 - (d) Needs Improvement () minutes 8
5. Do you feel that the officer adequately interviewed witnesses?
 - (a) Yes 35
 - (b) No 5

PAGE TWO: SURVEY QUESTIONNAIRE I (PATROL OFFICERS)

6. Did Officer offer any solutions or suggestions about preventing other such occurrences?
 - (a) Yes 27
 - (b) No 13
7. Did patrol officer conduct himself/herself in professional manner?
 - (a) Yes 40
 - (b) No
8. Because of nature of your particular incident, do you feel that one investigative officer was sufficient?
 - (a) Yes - he/she appeared to be very well trained 37
 - (b) No - he/she could have used assistance 3
9. Do you feel officer was instrumental in obtaining information that was important to your particular case?
 - (a) Yes 36
 - (b) No 4
10. Did patrol officer appear to be decisive and confident of his/her decisions regarding incident?
 - (a) Yes - he/she was able to make decisions with great confidence 38
 - (b) No - he/she showed no confidence in his decisions 2
11. Did the officer supply you with a small blue card, which should have contained the complaint number of your particular report for reference?
 - (a) Yes 32
 - (b) No 8

VICTIM'S NAME: _____

DATE OF REPORT: _____

COMPLAINT NO. _____

UCR NUMBER: _____

MCI SURVEY TABLE

PERIOD COVERING: April, 1982

| CATEGORY | BURGLARY | LARCNEY |
|----------------------------------|----------|---------|
| ACTUAL COUNT OF PEOPLE CONTACTED | 24 | 16 |
| UNABLE TO CONTACT | 21 | 26 |
| NO ANSWER | 6 | |
| UNLISTED NEW NUMBER | | |
| WRONG NUMBER | | 1 |
| NUMBER OUT OF SERVICE | 1 | 3 |
| WILL RETURN THE CALL | 1 | |
| TURNED DOWN | | |
| NO LONGER WORKING AT BUSINESS | | 3 |
| ACTUAL TOTAL NUMBERS OF CALLS | 53 | 50 |



GEORGE NAPPER
Public Safety Commissioner

CITY OF ATLANTA

ANDREW YOUNG, MAYOR
BUREAU OF POLICE SERVICES
175 DECATUR ST., S.E.
ATLANTA, GEORGIA 30335

MORRIS REDDING
Chief of Police

MEMORANDUM

TO: Captain B. Compton
FROM: Sergeant S.M. Wilson III
DATE: May 7, 1982
RE: MCI SURVEYS FOR MARCH

Attached to this memo, you will find for your review the outcome of telephone surveys for the month of March. The telephone surveys were conducted by the two interns working with us from Atlanta University.

bbh

cc: Major J.B. Steed
Lieutenant H.H. Carson
Lieutenant J.E. Dyer
Lieutenant C.T. Padgett
Lieutenant H.M. Wright



MCI SURVEY TABLE
QUESTIONNAIRE - I
(PATROL OFFICERS)

PERCENTAGE BREAKDOWN OF RESPONSES

BASED UPON 28 SURVEYS
TOTAL NUMBERS OF ATTEMPTED SURVEYS 108

PERIOD COVERING
March 1-31, 1982

1. A. 61%
B. 36%
C. 3%
D. 1

2. A. 82%
B. 18%
C. 1
D. 1

3. A. 97%
B. 3%
C. 1
D. 1

4. A. 75%
B. 11%
C. 7%
D. 7%

5. A. 89%
B. 11%
C. 1
D. 1

6. A. 75%
B. 25%
C. 1
D. 1

7. A. 100%
B. 1
C. 1
D. 1

8. A. 89%
B. 11%
C. 1
D. 1

9. A. 93%
B. 7%
C. 1
D. 1

10. A. 97%
B. 3%
C. 1
D. 1

11. A. 79%
B. 21%
C. 1
D. 1

| MCI SURVEY TABLE | | | PERIOD COVERING: March 1-31, 1982 | |
|----------------------------------|----------|---------|-----------------------------------|--|
| CATEGORY | BURGLARY | LARCNEY | | |
| ACTUAL COUNT OF PEOPLE CONTACTED | 20 | 8 | | |
| UNABLE TO CONTACT | 24 | 14 | | |
| NO ANSWER | 6 | 5 | | |
| UNLISTED NEW NUMBER | 1 | 4 | | |
| WRONG NUMBER | 1 | 3 | | |
| NUMBER OUT OF SERVICE | 4 | 6 | | |
| WILL RETURN THE CALL | 1 | 6 | | |
| TURNED DOWN | 1 | 0 | | |
| NO LONGER WORKING AT BUSINESS | | 4 | | |
| ACTUAL TOTAL NUMBERS OF CALLS | 58 | 50 | | |

SURVEY QUESTIONNAIRE - I (PATROL OFFICERS)

MARCH 1-31 (BURGLARY & LARCENY)

1. What was general attitude of investigating officer?
 - (a) Excellent - he/she appeared to be very interested in reporting incident - 18
 - (b) Good - he/she appeared to be somewhat interested - 10
 - (c) Fair - he/she was a little interested - 1
 - (d) Poor - he/she showed no interest at all -
2. Did officer ask for details surrounding occurrence of reported incident?
 - (a) very thorough - paid attention to all details as they were given - 23
 - (b) Thorough - checked for clues and physical evidence - 5
 - (c) Somewhat thorough - gave partial attention to details -
 - (d) Not thorough enough - did not appear attentive
3. Do you feel officer did everything he/she could in handling your problem?
 - (a) Yes - 27
 - (b) No - 1
4. Do you feel that the response time was sufficient? This will be determined by the response received from victims.
 - (a) Very sufficient - within () minutes - 21
 - (b) Sufficient enough - within () minutes - 3
 - (c) Not sufficient enough - within () minutes - 2
 - (d) Needs Improvement () minutes - 2
5. Do you feel that the officer adequately interviewed witnesses?
 - (a) Yes - 25
 - (b) No - 3

PAGE TWO: SURVEY QUESTIONNAIRE I (PATROL OFFICERS)

6. Did Officer offer any solutions or suggestions about preventing other such occurrences?
 - (a) Yes - 21
 - (b) No - 7
7. Did patrol officer conduct himself/herself in professional manner?
 - (a) Yes - 28
 - (b) No
8. Because of nature of your particular incident, do you feel that one investigative officer was sufficient?
 - (a) Yes - he/she appeared to be very well trained - 25
 - (b) No - he/she could have used assistance - 3
9. Do you feel officer was instrumental in obtaining information that was important to your particular case?
 - (a) Yes - 26
 - (b) No - 2
10. Did patrol officer appear to be decisive and confident of his/her decisions regarding incident?
 - (a) Yes - he/she was able to make decisions with great confidence - 27
 - (b) No - he/she showed no confidence in his decisions - 1
11. Did the officer supply you with a small blue card, which should have contained the complaint number of your particular report for reference?
 - (a) Yes - 22
 - (b) No - 6

VICTIM'S NAME: _____

DATE OF REPORT: _____

COMPLAINT NO. _____

UCR NUMBER: _____

ATTACHMENT X
(EVALUATION CATEGORIES OUTLINE IN GRANT)

MCI QUARTERLY REPORT

TABLE 1

CATEGORY

4-1-82/4-30-82

5-1-82/5-31-82

6-1-82/6-30-82

TOTAL FOR
PERIOD

AVERAGE

| | | | | | |
|---|-------|-------------|--------------------------------------|--------|-------|
| PERCENT OF TARGET CRIMES CLOSED WITHIN TEN DAYS BY EITHER BEING CLEARED OR TURNED BACK INTO OFFICE | 81.9% | 55.4% | 67.5% | 204.8% | 68.2% |
| PERCENT OF TARGET CASES ACCEPTED FOR PROSECUTION FOR DETECTIVES | 91.6% | 84.6% | 100.0% | 276.2% | 92.0% |
| MEASURE OF REDUCTION IN NO. OF CASES ASSIGNED TO DETECTIVES FOR FOLLOW-UP INVESTIGATION | 65 | 83 (+18) | 74 (-9) | 222 | 74 |
| NUMBER OF DETECTIVES RELEASED FOR SPECIAL ASSIGNMENT OR OTHER DUTIES | 0 | 0 | 0 | 0 | 0 |
| PERCENT OF TARGET CASES ACCEPTED FOR PROSECUTION FOR PATROL OFFICERS | 88.3% | 77.3% | 70.7% (18 cases still pending) | 236.3% | 78.7% |
| ACTUAL NUMBERS OF TARGET CRIMES ASSIGNED TO PATROL FOR COMPLETE FOLLOW-UP INVESTIGATION | 10 | 15 | 7 | 32 | 10.6 |
| CLEARANCE RATE FOR TARGET CRIMES CLEARED BY UNIFORM DURING FOLLOW-UP INVESTI- GATION-BASE UPON ASSIGNED CASES | 50.0% | 33.3% | 57.1% | 140.4% | 46.8% |

MCI QUARTERLY REPORT
TABLE 2

| CATEGORY | 4-1-82/4-30-82 | 5-1-82/5-31-82 | 6-1-82/6-30-82 | TOTAL FOR PERIOD | AVERAGE |
|--|----------------|----------------|-----------------|------------------|----------------|
| CLEARANCE RATE FOR TARGET CRIMES CLEARED BY INITIAL PATROL INVESTIGATOR | 5.6% | 8.2% | 9.0% | 22.8% | 7.6% |
| CLEARANCE RATE FOR TARGET CRIMES CLEARED BY DETECTIVES DURING FOLLOW-UP INVESTIGATION | 59.0% | 54.2% | 51.3% | 164.5% | 54.8% |
| PROPORTION OF TARGET CRIMES OFFENSE REPORTS SELECTED FOR FOLLOW-UP BY DETECTIVES | 9.2% | 15.3% | 13.2% | 37.7% | 12.5% |
| PROPORTION OF TARGET CRIMES OFFENSE REPORTS SELECTED FOR INVESTIGATIVE FOLLOW-UP BY UNIFORM OFFICERS | 1.4% | 2.7% | 1.2% | 5.3% | 1.7% |
| PERCENT OF TARGET CRIMES CLEARED WITHIN TEN DAYS OF ASSIGNMENT FOR FOLLOW-UP INVEST. | 83.3% | 68.8% | 76.9% | 229.0% | 76.3% |
| AVERAGE DETECTIVE'S TIME SPENT PER TARGET CRIME ON FOLLOW-UP INVESTIGATION | 3 hrs & 32 min | 2 hrs & 4 min. | 2 hrs & 54 min. | 7 hrs & 30 min. | 2 hrs & 5 min. |

ATTACHMENT XI
(CASE CLOSED TABLES)

% of target crimes cleared or
turned into office within ten
days - 81.9%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 4-1-82/4-30-82

% of target crimes cleared or
turned into office after ten
days - 18.0%

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | 7 | 1 | | 1 | 1 | 1 | 3 | 5 | | 3 | | | 1 | | | 1 | 1 | | 1 | | 1 | | | | |
| LARCENY | 4 | 6 | | 1 | 2 | 1 | 1 | 1 | 4 | 8 | | | 1 | 1 | | | | 1 | | | | | | | |

DATA BASED ON 6 CASES ASSIGNED

| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | | | | | | | | | | | | | | | | | | | | | | | | | |
| LARCENY | 1 | 1 | | | | | | | 1 | | | | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared or turned into office within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared or turned into office after a ten day period. The total is then added to come up within the base figure. Then each number is taken separated and divided by the base to come up within the indicated percentages.

% of cases cleared within a ten
day period - 83.3%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 4-1-82/4-30-82

% of cases cleared after ten
day period - 16.6%

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | 2 | 1 | | 1 | 1 | 1 | 2 | 1 | | 1 | | | 1 | | | 1 | | | 1 | | | | | | |
| LARCENY | 2 | 6 | | 1 | 2 | | 1 | 1 | 4 | 4 | | | 1 | | | | | 1 | | | | | | | |

DATA BASED ON 36 CASES CLEARED

| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | | | | | | | | | | | | | | | | | | | | | | | | | |
| LARCENY | | 1 | | | | | | | | | | | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared after a ten day period. The total is then added up to come with the base figure. Then each number is taken separate and divided by the base to come up with the indicated percentages.

% of target crimes cleared or
turned into office within ten
days - 55.4%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 5-1-82/5-31-82

% of target crimes cleared or
turned into office after ten
days - 44.5%

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|---|
| BURGLARY | 6 | 1 | 2 | 1 | 4 | 1 | 1 | 3 | 2 | 2 | 2 | | 3 | 1 | 2 | 1 | 1 | | 1 | 1 | | | | 2 | 1 | 1 |
| LARCENY | 6 | 3 | 1 | | 3 | 1 | 2 | 1 | | 6 | 1 | 2 | 1 | 1 | | 5 | 3 | | | 1 | | | | | | |

DATA BASED ON 83 CASES ASSIGNED

| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | | 1 | | | 1 | | | | | | | | | | | | | | | | | | | | |
| LARCENY | | | 1 | 1 | | 1 | | | | 1 | | 1 | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared or turned into office within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared or turned into office after a ten day period. The total is then added to come up within the base figure. Then each number is taken separated and divided by the base to come up within the indicated percentages.

% of cases cleared within a ten
day period - 68.8%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 5-1-82/5-31-82

% of cases cleared after ten
day period - 31.1%

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| BURGLARY | 6 | 1 | | 1 | 3 | 1 | 1 | 1 | 1 | 1 | | | 1 | 1 | 2 | | | | | | | | 1 | | |
| LARCENY | 5 | 3 | 1 | | 1 | 1 | 2 | | | 2 | | 1 | 1 | | 3 | | | | | | | | | | |

DATA BASED ON 45 CASES CLEARED

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
| BURGLARY | | 1 | | | 1 | | | | | | | | | | | | | | | | | | | | |
| LARCENY | | | | 1 | | 1 | | | | | | | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared after a ten day period. The total is then added up to come with the base figure. Then each number is taken separate and divided by the base to come up with the indicated percentages.

% of target crimes cleared or
turned into office within ten
days - 67.5%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 6-1-82/6-30-82

% of target crimes cleared or
turned into office after ten
days - 32.4%

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | 3 | 4 | | | 1 | 1 | 1 | | 1 | 4 | 1 | 2 | 1 | 2 | 1 | 1 | 3 | 2 | 1 | 1 | | | | 1 | |
| LARCENY | 5 | 6 | 4 | | 4 | 1 | | 5 | 1 | 9 | 1 | 2 | | 1 | | 2 | | | | | | | | | |

DATA BASED ON 74 CASES ASSIGNED

| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | | | | | | 1 | | | | | 1 | | | | | | | | | | | | | | |
| LARCENY | | | | | | | | | | | | | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared or turned into office within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared or turned into office after a ten day period. The total is then added to come up within the base figure. Then each number is taken separated and divided by the base to come up within the indicated percentages.

% of cases cleared within a ten
day period - 76.9%

CASE CLOSED TABLE
BASED ON # OF DAYS WORKED
PERIOD COVERING: 6-1-82/6-30-82

% of cases cleared after ten
day period - 23.0%

| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
|----------|---|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | 2 | 3 | | | | | | | | 3 | | 1 | | 1 | 1 | | 1 | | 1 | 1 | | | | | |
| LARCENY | 3 | 3 | 4 | | 3 | | | 4 | 1 | 4 | 1 | | | 1 | | | | | | | | | | | |

DATA BASED ON 39 CASES CLEARED

| | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |
|----------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| BURGLARY | | | | | 1 | | | | | | | | | | | | | | | | | | | | |
| LARCENY | | | | | | | | | | | | | | | | | | | | | | | | | |

EXPLANATION OF TABLE: The arrow on the top pointing to the number to your left indicates the total number of burglary and larceny cleared within a ten day period. The arrow on the bottom pointing to the number to your right indicates the total number of burglary and larceny cleared after a ten day period. The total is then added up to come with the base figure. Then each number is taken seperate and divided by the base to come up with the indicated percentages.

(FINAL UNIFORM OFFICER ASSESSMENT OF PROGRAM)

ATTACHMENT XII

DAY WATCH

MANAGEMENT OF CRIMINAL INVESTIGATION
POLICE OFFICER EVALUATION SURVEY

Please review the attached survey questionnaire in order to obtain a meaning for the following percentage breakdowns. The data for this particular assignment is based upon 23 officers assigned to the Day Watch. All of the above officers have been instructed to base their answers upon their experience in being involved in the MCI program.

- | | | | |
|-----------|-----------|------------|------------|
| 1) A. 22% | 6) A. 39% | 11) A. 52% | 16) A. 22% |
| B. 4% | B. 27% | B. 17% | B. 65% |
| C. 9% | C. 17% | C. 22% | C. 13% |
| D. 13% | D. 17% | D. 9% | D. 13% |
| E. 52% | | | |
| 2) A. 17% | 7) A. 44% | 12) A. 48% | 17) A. 35% |
| B. 4% | B. 47% | B. 22% | B. 22% |
| C. 48% | C. 9% | C. 30% | C. 43% |
| D. 31% | | | |
| 3) A. 57% | 8) A. 65% | 13) A. 9% | 18) A. 26% |
| B. 4% | B. 35% | B. 74% | B. 17% |
| C. 39% | | C. 17% | C. 30% |
| | | | D. 27% |
| 4) A. 48% | 9) A. 56% | 14) A. 18% | 19) A. 39% |
| B. 22% | B. 35% | B. 26% | B. 44% |
| C. 30% | C. 9% | C. 30% | C. 17% |
| | | D. 26% | |
| 5) A. 26% | 10) A. 4% | 15) A. 39% | 20) A. 43% |
| B. 22% | B. 48% | B. 22% | B. 48% |
| C. 39% | C. 48% | C. 26% | C. 9% |
| D. 13% | | D. 13% | |
| | | | 21) A. 26% |
| | | | B. 39% |
| | | | C. 35% |
| | | | D. |
| | | | 22) A. 5% |
| | | | B. 26% |
| | | | C. 69% |

ATTACHMENT XII
(FINAL UNIFORM OFFICER ASSESSMENT OF PROGRAM)

DAY WATCH
MANAGEMENT OF CRIMINAL INVESTIGATION
POLICE OFFICER EVALUATION SURVEY

Please review the attached survey questionnaire in order to obtain a meaning for the following percentage breakdowns. The data for this particular assignment is based upon 23 officers assigned to the Day Watch. All of the above officers have been instructed to base their answers upon their experience in being involved in the MCI program.

- | | | | |
|-----------|-----------|------------|------------|
| 1) A. 22% | 6) A. 39% | 11) A. 52% | 16) A. 22% |
| B. 4% | B. 27% | B. 17% | B. 65% |
| C. 9% | C. 17% | C. 22% | C. 13% |
| D. 13% | D. 17% | D. 9% | D. 13% |
| E. 52% | | | |
| 2) A. 17% | 7) A. 44% | 12) A. 48% | 17) A. 35% |
| B. 4% | B. 47% | B. 22% | B. 22% |
| C. 48% | C. 9% | C. 30% | C. 43% |
| D. 31% | | | |
| 3) A. 57% | 8) A. 65% | 13) A. 9% | 18) A. 26% |
| B. 4% | B. 35% | B. 74% | B. 17% |
| C. 39% | | C. 17% | C. 30% |
| | | | D. 27% |
| 4) A. 48% | 9) A. 56% | 14) A. 18% | 19) A. 39% |
| B. 22% | B. 35% | B. 26% | B. 44% |
| C. 30% | C. 9% | C. 30% | C. 17% |
| | | D. 26% | |
| 5) A. 26% | 10) A. 4% | 15) A. 39% | 20) A. 43% |
| B. 22% | B. 48% | B. 22% | B. 48% |
| C. 39% | C. 48% | C. 26% | C. 9% |
| D. 13% | | D. 13% | |
| | | | 21) A. 26% |
| | | | B. 39% |
| | | | C. 35% |
| | | | D. |
| | | | 22) A. 5% |
| | | | B. 26% |
| | | | C. 69% |

DAY WATCH
MANAGEMENT CRIMINAL INVESTIGATION
FINAL POLICE OFFICER EVALUATION
SURVEY

Please answer all questions based on your personal experience and check the appropriate boxes below.

1. How long have you been working under the MCI concept?
☐ 1-3 months (5) ☐ 12-15 months (3)
☐ 4-7 months (1) ☐ 16-18 months (12)
☐ 8-11 months (2)
2. Through the implementation of the MCI Program, have you gained sufficient knowledge that will aid you in criminal investigation?
☐ not at all (4)
☐ very knowledgeable (1)
☐ knowledgeable (11)
☐ somewhat knowledgeable (7)
3. Do you feel that you are able to identify the twelve solvability factors that are crucial in bringing the case to a close?
☐ some of the time (13)
☐ seldom
☐ never (1)
☐ always (9)
4. Do you feel that you have received adequate training in the MCI concept?
☐ excellent training ☐ good (7)
☐ fair (11)
☐ poor (5)

5. Do you view the MCI Concept as one that you would like to see implemented city-wide?
☐ yes (6) ☐ not sure (3)
☐ no (5)
☐ maybe (9)
6. Do you feel the MCI program has improved the relationship between you and the investigators?
☐ somewhat improved (9) ☐ no opinion (4)
☐ greatly improved (6)
☐ not improved (4)
7. Do you feel the MCI program changed the attitudes of officers and investigators toward each other?
☐ no change (10)
☐ more positive (11)
☐ more negative (2)
8. Do you feel that you have adequate time to conduct a thorough preliminary investigation?
☐ sometimes (15)
☐ always
☐ never (8)
9. Do you feel assigning patrol officers and detectives to the same area improves the effectiveness in the criminal investigation process?
☐ greatly improved (13)
☐ no change (8)
☐ somewhat improved (2)

10. Do you feel the implementation of MCI in Zone 1 improves the relationship between the police and the community?

- ☐ greatly improved (1)
☐ somewhat improved (11)
☐ no change (11)

11. Has the investigators been helpful in assisting you in your daily activities?

- ☐ sometimes (12) ☐ does not apply (2)
☐ always (4)
☐ never (5)

12. Do you feel that your role as a police officer has taken on new dimensions because of your involvement in the criminal investigation process?

- ☐ role has not changed (11)
☐ role has significantly changed (5)
☐ role has slightly changed (7)

13. Has your relationship with the Prosecutor improved?

- ☐ yes (2)
☐ no (17)
☐ somewhat (4)

14. Through working with the MCI concept, has your knowledge of preparing a case for prosecution been positively effected in any way?

- ☐ highly effected (4) ☐ not effected (6)
☐ moderately effected (6)
☐ somewhat effected (7)

15. Has your attitude changed regarding the preliminary investigation process since the implementation of MCI?

- ☐ slightly changed (9) ☐ no opinion (3)
☐ greatly changed (5)
☐ no change (6)

16. Do you feel the MCI program has improved the management of criminal investigations?

- ☐ not at all (5)
☐ somewhat (15)
☐ yes, definately (3)

17. Under the MCI concept, do you feel you adequately understand the techniques of effectively searching for leads?

- ☐ somewhat (8)
☐ not at all (5)
☐ yes (10)

18. How often do you feel that officers receive credit for closing a case when providing information which leads to an arrest by detectives?

- ☐ seldom (6) ☐ don't know (6)
☐ frequently (4)
☐ never (7)

19. Did the implementation of the teleserve decrease your work load?

- ☐ yes (9)
☐ no (10)
☐ some (4)

20. Have you found the supplementary report forms to be helpful in your daily activities?

() yes (10)

() no (11)

() some what (2)

21. Since MCI, has there been a change in how your work is supervised?

() much more closely (6)

() some what (9)

() no change (8)

() less closely

22. Has your conviction rate changed since implementation of MCI?

() greatly changed (1)

() moderately changed (6)

() no change (16)

EVENING WATCH

MANAGEMENT OF CRIMINAL INVESTIGATION POLICE OFFICER EVALUATION SURVEY

Please review the attached survey questionnaire in order to obtain a meaning for the following percentage breakdowns. The data for this particular assignment is based upon 34 officers assigned to the Evening Watch. All of the above officers have been instructed to base their answers upon their experience in being involved in the MCI program.

- | | | | |
|---|--|--|--|
| 1) A. 18% B. 6% C. 26% D. 50% | 6) A. 27% B. 41% C. 9% D. 23% | 11) A. 47% B. 32% C. 6% D. 15% | 16) A. 3% B. 82% C. 15% D. |
| 2) A. B. 18% C. 59% D. 23% | 7) A. 41% B. 59% C. | 12) A. 18% B. 32% C. 50% | 17) A. 44% B. 3% C. 53% |
| 3) A. 59% B. 3% C. D. 38% | 8) A. 68% B. 12% C. 20% | 13) A. 12% B. 38% C. 47% D. 3% | 18) A. 21% B. 27% C. 12% D. 40% |
| 4) A. 3% B. 32% C. 12% D. 3% E. 50% | 9) A. 79% B. 18% C. 3% | 14) A. 18% B. 47% C. 32% D. 3% | 19) A. 44% B. 32% C. 21% D. 3% |
| 5) A. 38% B. 18% C. 32% D. 12% | 10) A. 26% B. 59% C. 15% | 15) A. 56% B. 18% C. 12% D. 14% | 20) A. 36% B. 32% C. 32% |
| | | | 21) A. 50% B. 41% C. 6% D. E. 3% |
| | | | 22) A. B. 38% C. 56% D. 6% |

EVENING WATCH
MANAGEMENT CRIMINAL INVESTIGATION
FINAL POLICE OFFICER EVALUATION
SURVEY

Please answer all questions based on your personal experience and check the appropriate boxes below.

1. How long have you been working under the MCI concept?
☐ 1-3 months (6) ☐ 12-15 months (9)
☐ 4-7 months (2) ☐ 16-18 months (17)
☐ 8-11 months
2. Through the implementation of the MCI Program, have you gained sufficient knowledge that will aid you in criminal investigation?
☐ not at all
☐ very knowledgeable (6)
☐ knowledgeable (20)
☐ somewhat knowledgeable (8)
3. Do you feel that you are able to identify the twelve solvability factors that are crucial in bringing the case to a close?
☐ some of the time (20)
☐ seldom (1)
☐ never
☐ always (13)
4. Do you feel that you have received adequate training in the MCI concept?
☐ excellent training (1) ☐ good (17)
☐ fair (11)
☐ poor (4)
☐ no training (1)

5. Do you view the MCI Concept as one that you would like to see implemented city-wide?
☐ yes (13) ☐ not sure (4)
☐ no (4)
☐ maybe (11)
6. Do you feel the MCI program has improved the relationship between you and the investigators?
☐ somewhat improved (9) ☐ no opinion (8)
☐ greatly improved (14)
☐ not improved (3)
7. Do you feel the MCI program changed the attitudes of officers and investigators toward each other?
☐ no change (14)
☐ more positive (20)
☐ more negative
8. Do you feel that you have adequate time to conduct a thorough preliminary investigation?
☐ sometimes (23)
☐ always (4)
☐ never (7)
9. Do you feel assigning patrol officers and detectives to the same area improves the effectiveness in the criminal investigation process?
☐ greatly improved (27)
☐ no change (6)
☐ somewhat improved (1)

10. Do you feel the implementation of MCI in Zone 1 improves the relationship between the police and the community?
- ☐ greatly improved (9)
- ☐ somewhat improved (20)
- ☐ no change (5)
11. Has the investigators been helpful in assisting you in your daily activities?
- ☐ sometimes (16) ☐ does not apply (5)
- ☐ always (11)
- ☐ never (2)
12. Do you feel that your role as a police officer has taken on new dimensions because of your involvement in the criminal investigation process?
- ☐ role has not changed (6)
- ☐ role has significantly changed (11)
- ☐ role has slightly changed (17)
13. Has your relationship with the Prosecutor improved?
- ☐ yes (4)
- ☐ no (13)
- ☐ somewhat (16)
- ☐ don't know (1)
14. Through working with the MCI concept, has your knowledge of preparing a case for prosecution been positively effected in any way?
- ☐ highly effected (6) ☐ not effected (1)
- ☐ moderately effected (16)
- ☐ somewhat effected (11)

15. Has your attitude changed regarding the preliminary investigation process since the implementation of MCI?
- ☐ slightly changed (19) ☐ no opinion (5)
- ☐ greatly changed (6)
- ☐ no change (4)
16. Do you feel the MCI program has improved the management of criminal investigations?
- ☐ not at all (1)
- ☐ somewhat (28)
- ☐ yes, definately (5)
17. Under the MCI concept, do you feel you adequately understand the techniques of effectively searching for leads?
- ☐ somewhat (15)
- ☐ not at all (1)
- ☐ yes (18)
18. How often do you feel that officers receive credit for closing a case when providing information which leads to an arrest by detectives?
- ☐ seldom (7) ☐ don't know (14)
- ☐ frequently (9)
- ☐ never (4)
19. Did the implementation of the teleserve decrease your work load?
- ☐ yes (15) ☐ don't know (1)
- ☐ no (11)
- ☐ some (7)

20. Have you found the supplementary report forms to be helpful in your daily activities?

() yes (12)

() no (11)

() some what (11)

21. Since MCI, has there been a change in how your work is supervised?

() much more closely (17)

() some what (14)

() no change (2)

() less closely

() unknown (1)

22. Has your conviction rate changed since implementation of MCI?

() greatly changed

() moderately changed (13)

() no change (19)

() unknown (2)

MORNING WATCH

MANAGEMENT OF CRIMINAL INVESTIGATION POLICE OFFICER EVALUATION SURVEY

Please review the attached survey questionnaire in order to obtain a meaning for the following percentage breakdowns. The data for this particular assignment is based upon 19 officers assigned to the Morning Watch. All of the above officers have been instructed to base their answers upon their experience in being involved in the MCI program.

1) A. 16%
B. 11%
C. 5%
D. 21%
E. 47%

6) A. 21%
B. 11%
C. 42%
D. 26%

11) A. 21%
B. 11%
C. 42%
D. 26%

16) A. 37%
B. 53%
C. 5%
D. 5%

2) A. 37%
B. 16%
C. 26%
D. 21%

7) A. 74%
B. 16%
C. 5%
D. 5%

12) A. 74%
B. 11%
C. 15%

17) A. 37%
B. 21%
C. 42%

3) A. 53%
B. 5%
C. 5%
D. 37%

8) A. 58%
B. 5%
C. 37%

13) A.
B. 79%
C. 16%
D. 5%

18) A. 43%
B. 11%
C. 32%
D. 16%

4) A. 5%
B. 37%
C. 32%
D. 26%

9) A. 26%
B. 58%
C. 16%

14) A. 5%
B. 21%
C. 27%
D. 47%

19) A. 47%
B. 27%
C. 21%
D. 5%

5) A. 21%
B. 47%
C. 16%
D. 16%

10) A. 5%
B. 32%
C. 63%

15) A. 16%
B. 5%
C. 47%
D. 32%

20) A. 26%
B. 63%
C. 11%

21) A. 21%
B. 37%
C. 37%
D.
E. 5%

22) A.
B. 21%
C. 64%
D. 5%
E. 5%
F. 5%

MORNING WATCH

MANAGEMENT CRIMINAL INVESTIGATION

FINAL POLICE OFFICER EVALUATION
SURVEY

Please answer all questions based on your personal experience and check the appropriate boxes below.

1. How long have you been working under the MCI concept?
☐ 1-3 months (3) ☐ 12-15 months (4)
☐ 4-7 months (2) ☐ 16-18 months (9)
☐ 8-11 months (1)
2. Through the implementation of the MCI Program, have you gained sufficient knowledge that will aid you in criminal investigation?
☐ not at all (7)
☐ very knowledgeable (3)
☐ knowledgeable (5)
☐ somewhat knowledgeable (4)
3. Do you feel that you are able to identify the twelve solvability factors that are crucial in bringing the case to a close?
☐ some of the time (10)
☐ seldom (1)
☐ never (1)
☐ always (7)
4. Do you feel that you have received adequate training in the MCI concept?
☐ excellent training (1) ☐ good (5)
☐ fair (7)
☐ poor (6)

5. Do you view the MCI Concept as one that you would like to see implemented city-wide?
☐ yes (4) ☐ not sure (3)
☐ no (9)
☐ maybe (3)
6. Do you feel the MCI program has improved the relationship between you and the investigators?
☐ somewhat improved (4) ☐ no opinion (5)
☐ greatly improved (2)
☐ not improved (8)
7. Do you feel the MCI program changed the attitudes of officers and investigators toward each other?
☐ no change (14) ☐ no opinion (1)
☐ more positive (3)
☐ more negative (1)
8. Do you feel that you have adequate time to conduct a thorough preliminary investigation?
☐ sometimes (11)
☐ always (1)
☐ never (7)
9. Do you feel assigning patrol officers and detectives to the same area improves the effectiveness in the criminal investigation process?
☐ greatly improved (5)
☐ no change (11)
☐ somewhat improved (3)

10. Do you feel the implementation of MCI in Zone 1 improves the relationship between the police and the community?
- ☐ greatly improved (1)
- ☐ somewhat improved (6)
- ☐ no change (12)
11. Has the investigators been helpful in assisting you in your daily activities?
- ☐ sometimes (4) ☐ does not apply (5)
- ☐ always (2)
- ☐ never (8)
12. Do you feel that your role as a police officer has taken on new dimensions because of your involvement in the criminal investigation process?
- ☐ role has not changed (14)
- ☐ role has significantly changed (2)
- ☐ role has slightly changed (3)
13. Has your relationship with the Prosecutor improved?
- ☐ yes ☐ no opinion (1)
- ☐ no (15)
- ☐ somewhat (3)
14. Through working with the MCI concept, has your knowledge of preparing a case for prosecution been positively effected in any way?
- ☐ highly effected (1) ☐ not effected (9)
- ☐ moderately effected (4)
- ☐ somewhat effected (5)

15. Has your attitude changed regarding the preliminary investigation process since the implementation of MCI?
- ☐ slightly changed (3) ☐ no opinion (6)
- ☐ greatly changed (1)
- ☐ no change (9)
16. Do you feel the MCI program has improved the management of criminal investigations?
- ☐ not at all (7)
- ☐ somewhat (10)
- ☐ yes, definately (1)
- ☐ no opinion (1)
17. Under the MCI concept, do you feel you adequately understand the techniques of effectively searching for leads?
- ☐ somewhat (7)
- ☐ not at all (4)
- ☐ yes (8)
18. How often do you feel that officers receive credit for closing a case when providing information which leads to an arrest by detectives?
- ☐ seldom (8) ☐ don't know (3)
- ☐ frequently (2)
- ☐ never (6)
19. Did the implementation of the teleserve decrease your work load?
- ☐ yes (9)
- ☐ no (5)
- ☐ some (4)
- ☐ do not know (1)

20. Have you found the supplementary report forms to be helpful in your daily activities?

() yes (5)

() no (12)

() some what (2)

21. Since MCI, has there been a change in how your work is supervised?

() much more closely (4)

() some what (7)

() no change (7)

() less closely

() no opinion (1)

22. Has your conviction rate changed since implementation of MCI?

() greatly changed

() no opinion (1)

() moderately changed (4)

() unknown (1)

() no change (12)

() gone down (1)

TOTAL OF ALL WATCHES

MANAGEMENT OF CRIMINAL INVESTIGATION POLICE OFFICER EVALUATION SURVEY

Please review the attached survey questionnaire in order to obtain a meaning for the following percentage breakdowns. The data for this particular assignment is based upon 76 officers assigned to the Day, Evening, and Morning Watch. All of the above officers have been instructed to base their answers upon their experience in being involved in the MCI program.

| | | | |
|---|---|---|--|
| 1) A. 18% B. 7% C. 4% D. 21% E. 50% | 6) A. 29% B. 29% C. 20% D. 22% | 11) A. 42% B. 22% C. 20% D. 16% | 16) A. 17% B. 70% C. 12% D. 1% |
| 2) A. 15% B. 10% C. 49% D. 26% | 7) A. 50% B. 45% C. 4% D. 1% | 12) A. 41% B. 24% C. 35% | 17) A. 40% B. 13% C. 47% |
| 3) A. 56% B. 3% C. 3% D. 38% | 8) A. 65% B. 7% C. 28% | 13) A. 8% B. 59% C. 31% D. 1% E. 1% | 18) A. 28% B. 20% C. 22% D. 30% |
| 4) A. 3% B. 38% C. 21% D. 1% E. 37% | 9) A. 59% B. 33% C. 8% | 14) A. 15% B. 34% C. 30% D. 21% | 19) A. 43% B. 34% C. 20% D. 3% |
| 5) A. 30% B. 26% C. 30% D. 14% | 10) A. 15% B. 49% C. 36% | 15) A. 41% B. 16% C. 25% D. 18% | 20) A. 35% B. 45% C. 20% |
| | | | 21) A. 36% B. 40% C. 22% D. 1% E. 1% |
| | | | 22) A. 1% B. 31% C. 62% D. 1% E. 1% F. 4% |

TOTAL OF ALL WATCHES
MANAGEMENT CRIMINAL INVESTIGATION
FINAL POLICE OFFICER EVALUATION
SURVEY

Please answer all questions based on your personal experience and check the appropriate boxes below.

1. How long have you been working under the MCI concept?
☐ 1-3 months (14) ☐ 12-15 months (16)
☐ 4-7 months (5) ☐ 16-18 months (38)
☐ 8-11 months (3)
2. Through the implementation of the MCI Program, have you gained sufficient knowledge that will aid you in criminal investigation?

☐ not at all (11)
☐ very knowledgeable (8)
☐ knowledgeable (37)
☐ somewhat knowledgeable (20)
3. Do you feel that you are able to identify the twelve solvability factors that are crucial in bringing the case to a close?

☐ some of the time (43)
☐ seldom (2)
☐ never (2)
☐ always (29)
4. Do you feel that you have received adequate training in the MCI concept?

☐ excellent training (2) ☐ good (28)
☐ fair (29)
☐ poor (16)
☐ no training (1)

5. Do you view the MCI Concept as one that you would like to see implemented city-wide?
☐ yes (23) ☐ not sure (10)
☐ no (20)
☐ maybe (23)
6. Do you feel the MCI program has improved the relationship between you and the investigators?

☐ somewhat improved (22) ☐ no opinion (17)
☐ greatly improved (22)
☐ not improved (15)
7. Do you feel the MCI program changed the attitudes of officers and investigators toward each other?

☐ no change (38)
☐ more positive (34)
☐ more negative (3)
☐ no opinion (1)
8. Do you feel that you have adequate time to conduct a thorough preliminary investigation?

☐ sometimes (49)
☐ always (5)
☐ never (22)
9. Do you feel assigning patrol officers and detectives to the same area improves the effectiveness in the criminal investigation process?

☐ greatly improved (45)
☐ no change (25)
☐ some what improved (6)

10. Do you feel the implementation of MCI in Zone 1 improves the relationship between the police and the community?
- ☐ greatly improved (11)
- ☐ somewhat improved (37)
- ☐ no change (28)
11. Has the investigators been helpful in assisting you in your daily activities?
- ☐ sometimes (32) ☐ does not apply (12)
- ☐ always (17)
- ☐ never (15)
12. Do you feel that your role as a police officer has taken on new dimensions because of your involvement in the criminal investigation process?
- ☐ role has not changed (31)
- ☐ role has significantly changed (18)
- ☐ role has slightly changed (27)
13. Has your relationship with the Prosecutor improved?
- ☐ yes (6) ☐ no opinion (1)
- ☐ no (45)
- ☐ somewhat (23)
- ☐ do not know (1)
14. Through working with the MCI concept, has your knowledge of preparing a case for prosecution been positively effected in any way?
- ☐ highly effected (11) ☐ not effected (16)
- ☐ moderately effected (26)
- ☐ somewhat effected (23)

15. Has your attitude changed regarding the preliminary investigation process since the implementation of MCI?
- ☐ slightly changed (31) ☐ no opinion (14)
- ☐ greatly changed (12)
- ☐ no change (19)
16. Do you feel the MCI program has improved the management of criminal investigations?
- ☐ not at all (13)
- ☐ somewhat (53)
- ☐ yes, definately (9)
- ☐ no opinion (1)
17. Under the MCI concept, do you feel you adequately understand the techniques of effectively searching for leads?
- ☐ somewhat (30)
- ☐ not at all (10)
- ☐ yes (36)
18. How often do you feel that officers receive credit for closing a case when providing information which leads to an arrest by detectives?
- ☐ seldom (21) ☐ don't know (23)
- ☐ frequently (15)
- ☐ never (17)
19. Did the implementation of the teleserve decrease your work load?
- ☐ yes (33)
- ☐ no (26)
- ☐ some (15)
- ☐ do not know (2)

20. Have you found the supplementary report forms to be helpful in your daily activities?

☐ yes (27)

☐ no (34)

☐ some what (15)

21. Since MCI, has there been a change in how your work is supervised?

☐ much more closely (27)

☐ unknown (1)

☐ some what (30)

☐ no change (17)

☐ less closely

☐ no opinion (1)

22. Has your conviction rate changed since implementation of MCI?

☐ greatly changed (1)

☐ moderately changed (23)

☐ no change (47)

☐ gone down (1)

☐ unknown (3)

☐ no opinion (1)

END