Video 4: Actionable Distribution of Findings & Recommendations

What to Include

WHAT IT'S NOT
- Not a regurgitation of events
- Not an automated spreadsheet output
- Not a list report
- Not a summary of activities

WHAT IT IS
- An opportunity for success for patrol/detectives
- Provides your analysis
- Includes information from multiple sources
- Actionable. Provides instruction, predictions, & recommendations
Example: Crash Hotspot

Indicating special attention in specific areas at specific times of day.

Example: Crash-Prone Location Analysis

Indicating key recommendations relative to a crash analysis.

Crash Analysis

Barntable Drive at Nantucket Rd. continues to be a hotspot for crashes including drunk driving crashes between 22:00-03:00 hours.

Key Recommendations:
- (Address each pattern within the hotspot...)

Image from Compstat presentation template (author Dawn Reeby)
Example: Crash Impact Assessment

Indicating the results of targeted efforts.

- **Fatal Collisions Prevented**
  - 50% Prevented
  - 50% Not Prevented

- **Areas Targeted**
  - 25% Targeted
  - 75% Not Targeted

Areas targeted vs. potential fatal collisions prevented at 5.1% annualized risk of a fatal collision.


Example: Tactical Bulletin

Source: Arlington, TX IACA Bulletin Contest Winner
Example: Active Series

**Active Crime Series**

- Suspects are locating their victims at banks in the downtown area during weekdays between 1500-1800 hours and immediately following them in vehicle. When victim exits vehicle, suspect attacks from behind with a gun pointed at head, demanding cash.
- Suspect Description: White male, 30-35 yrs, black hair, unknown tattoo on right arm, driving blue sedan every time.
- **Key Recommendations**:
  - Notify all financial institutions downtown.
  - Extra patrol at all financial institutions between 1400-1800 hrs during weekdays.
  - Traffic enforcement in downtown - blue sedan.

Image from Compstat presentation template (author Dawn Reeby)

Indicating key recommendations relative series or pattern.

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Example: Repeat Activity

**Repeat Gang Location: Main St./Dunstable Rd.**

- Multiple gang fights between Trinitarios and Crips.
- Multiple crashes - drag racing.
- No motor vehicle stops or enforcement noted in two weeks.

Image from Compstat presentation template (author Dawn Reeby)

Indicating key recommendations.
Example: Escalation

**Escalating Activities**

<table>
<thead>
<tr>
<th>Last/First Name</th>
<th>Year</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>STEFANICZAK</td>
<td>5/6/88</td>
<td>1</td>
<td>3</td>
<td>4</td>
<td>16</td>
</tr>
<tr>
<td>COULTU</td>
<td>12/25/17</td>
<td>1</td>
<td>4</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>SIMPSONS</td>
<td>11/22/78</td>
<td>4</td>
<td>15</td>
<td>10</td>
<td>9</td>
</tr>
<tr>
<td>DUVARES</td>
<td>5/5/65</td>
<td>1</td>
<td>5</td>
<td>10</td>
<td>8</td>
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<tr>
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<td>6/8/88</td>
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<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td>HART</td>
<td>DEVON</td>
<td>3</td>
<td>5</td>
<td>7</td>
<td>6</td>
</tr>
</tbody>
</table>

Image from Compstat presentation template (author Dawn Reeby)

Indicating key recommendations.

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Example: Predictions

**Quarter in Advance**

XYZ Agency typically sees an increase of 40% in XYZ during quarter 1 (last 5 years), In first week of quarter, we are seeing similar increases.

*Key Recommendations: XXX*

Image from Compstat presentation template (author Dawn Reeby)

Indicating key recommendations.
Making Improvements

RECOMMENDATIONS:
- With transients, identify where he is known to frequent via old reports, FI reports, police info, shelter info, call location, etc.
- Family members homes
- Collaborate with hospital security
- Incorporate all background intel gathered.
- Indicate Officer Safety distributed to XXX communities and why.

Making Improvements

RECOMMENDATIONS:
- Use street addresses instead of report numbers. Remove arrows – confusing.
- Actionable response can be noted at the top. Highly visible.
- Watch symbols – not sure what people one was
- Add date to bulletin
Making Improvements

RECOMMENDATIONS:
- Identify potential suspects who are known for this kind of activity; search database using suspect characteristics
- Identify if this is part of a bigger pattern
- What checks did you do; where did the stolen items go
- If you suspect it’s regional/statewide, then conduct regional/statewide analysis first and combine info in a bulletin
- Indicate more about suspects – descriptors such as male suspect, X pounds; unknown tattoo on left arm; female, X pounds, light skinned, red hair.
- Check database for MO and suspect description; indicate analysis (negative or positive) in report.
- Indicate analysis even when it yields a negative result.
- Did you share with regional analysts/databases? If so, indicate results.

Methods of Distribution

Internal and external methods of effective distribution
- Email
- Utilize Distribution Lists
- Utilize Networks and List-serves
- Utilize Media
- Internal Storage / Clearinghouse
- Compstat/Monthly Meetings
Control Markings
Examples

• U//FOUO – Unclassified/For Official Use Only
• U//LES – Unclassified/Law Enforcement Sensitive
• U//APDSEN – Unclassified/APD Sensitive (Internal Only)
• U//LIMDIS – Unclassified/Limited Distribution
• For Public Use

Law Enforcement Only. Please Discard in Professional Manner.

IACA Score Sheet

IACA Bulletin Contest Scoring Sheet

September 2017

Judge:

Submission Author:
Submission Title:

Please rate the submission on each of the following criteria by designating a score of zero through ten. Calculate the submission's total score by summing the ratings for each criterion:

1. Identification of Source (Title, Agency, Location, Content, Source, Disclosure)
2. Visual Appeal: Clean, Simple, Accurate Use of Color and White Space
3. Font, Size, Color and Style are Easy to Read
4. Content: Original and Logical
5. Language: Clear, Professional and Concise
6. Critical Thinking: Clarity and Accuracy
7. Presentation effectiveness
8. Intended Audience and purpose is clear
9. Supporting Graphics, Tables, Charts and Images
10. Timeliness Practically (Based on content and intended audience)
11. Length of Bulletin: Is it appropriate to technical analysis?
12. Accuracy: Complete and Effective

Total Score:

Comments:
Tip: Make Products Actionable!

**Actionable Response:** If the suspect(s) continues pattern, he/she is likely to hit in this area on the upcoming Monday through Wednesday from 2200 to 0200 hrs. Locations hit once or twice are at highest risk of victimization again.

More Tips

- Include local and regional analysis
- Avoid perfectionism. Be timely.
- Facts only
- 1-2 pages
- Clean and clear
- Actionable response at the top
- Less words more meaningful pictures
- Recommended format = PDF
Templates

Publisher bulletin template in Drop Box

[Image of bulletin template]


[Image of bulletin template]

Templates

[Image of bulletin template]
Templates

https://www.aacaonline.org/resources/

Templates

Tips, Tricks and Helpers

Access Help
- Access Queries Reports Training
- Building MS Access Reports
- CrossTab
- SampleDatabase

Bulletin Help
- IACA 2012 Ingredients For Success
- Sample Bulletin
Templates

Department Name

Crime Analyst Unit
You Name/Title
Contact # and Email

Place Bulletin Title Here

Objectives:

Motive/Operable:

Suspect/Investigative Lead/Vehicle Information:

Temporal/Predictive Analysis:

Additional Tools


Ingredients For Success: Creating Effective Bulletins From Scratch

Mike Winslow – Police Analyst II Scottsdale Police Department
Brian Napolitano – Police Analyst II Tempe Police Department

IACA Training Conference 2012