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Date: December 7, 2017

From: Sergeant Jon Meek
Neighborhood Patrol Division, First Line Supervisor
Harris County Constable's Office of Precinct "7"

To: Property Owners Association
Board of Directors & Management Company

Subject: November Monthly Productivity Analysis Report
Enclosure: **MPAR – November 2017**
Distribution: Executive Command Staff & Board of Directors & Management Company

The purpose of this "**Monthly Productivity Analysis Report**" (M.P.A.R.) is to provide the executive command staff with the appropriate data to analyze the productivity of assigned personnel and their shifts' activities to allow for the validation of individual and divisional performance evaluations. With regard to the specific contents of the report, there are 18 distinctive component parts of this report. These components are enumerated below:

- | | |
|--|---|
| 01. Patrol Activity Details | 10. Traffic Enforcement Report |
| 02. Patrol Activity Analytical Summary | 11. Trends & Percentages of Traffic |
| 03. Patrol Activity Percentages & Trends | 12. Citation & Warning Issuance Review |
| 04. Security Checks Report | 13. Call for Service Report (<i>C.F.S.</i>) |
| 05. Security Checks Percentages & Trends | 14. Trends & Percentages for <i>C.F.S.</i> |
| 06. Crisis Intervention Disposition Report | 15. Overtime Report (service at no Cost) |
| 07. Offense/Incident Generation Report | 16. Reserve Deputy Use (at no Cost) |
| 08. Criminal Arrest Types Report | 17. Incident Summarization |
| 09. Warrant Execution Report | 18. Hotspot Report Data Review |

A cursory analysis of the statistical data from this report should be demonstrative of the quality of performance of this agency in realizing the contractual obligations and the overall achievement of the goals and objectives of this Agency and the Contract Division.

1395 total miles were driven and the shift responded to **0735** total service calls and conducted **0000** crash investigations. The shift issued **14** traffic citations, made **01** arrests and handled **022** enforcement service related calls. The average productivity ratio for this month for this shift is **3.1**.

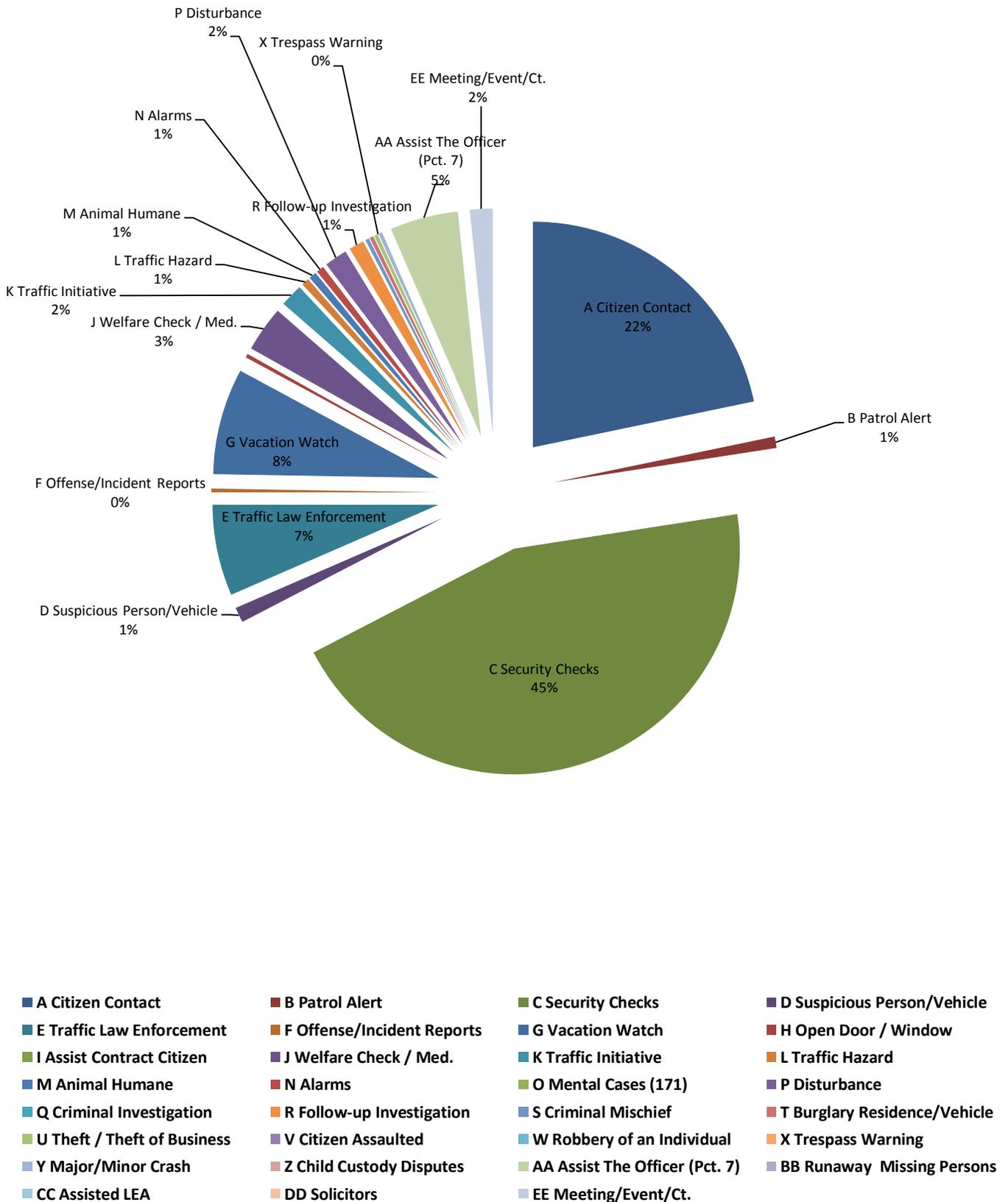
A. Patrol Activity Monthly Total:

0368

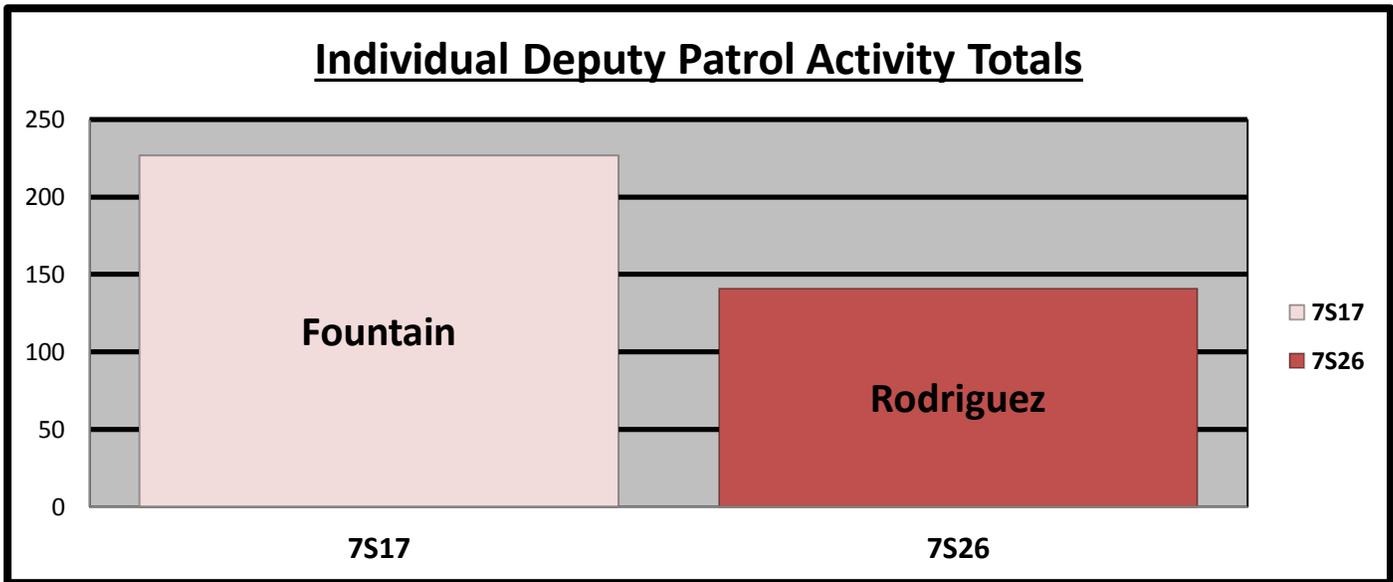
*	Patrol Activity Types	7S17	7S26	TOT	AVER	%
A	Citizen Contact	57	23	80	40.0	22%
B	Patrol Alert	0	3	3	1.5	1%
C	Security Checks	94	71	165	82.5	45%
D	Suspicious Person/Vehicle	3	1	4	2.0	1%
E	Traffic Law Enforcement	17	7	24	12.0	7%
F	Offense/Incident Reports	1	0	1	0.5	0%
G	Vacation Watch	25	3	28	14.0	8%
H	Open Door / Window	1	0	1	0.5	0%
I	Assist Contract Citizen	0	0	0	0.0	0%
J	Welfare Check / Med.	11	1	12	6.0	3%
K	Traffic Initiative	0	6	6	3.0	2%
L	Traffic Hazard	0	2	2	1.0	1%
M	Animal Humane	0	2	2	1.0	1%
N	Alarms	0	2	2	1.0	1%
O	Mental Cases (171)	0	0	0	0.0	0%
P	Disturbance	2	4	6	3.0	2%
Q	Criminal Investigation	0	0	0	0.0	0%
R	Follow-up Investigation	4	0	4	2.0	1%
S	Criminal Mischief	0	1	1	0.5	0%
T	Burglary Residence/Vehicle	1	0	1	0.5	0%
U	Theft / Theft of Business	1	0	1	0.5	0%
V	Citizen Assaulted	0	0	0	0.0	0%
W	Robbery of an Individual	0	0	0	0.0	0%
X	Trespass Warning	0	0	0	0.0	0%
Y	Major/Minor Crash	1	0	1	0.5	0%
Z	Child Custody Disputes	0	0	0	0.0	0%
AA	Assist The Officer (Pct. 7)	5	13	18	9.0	5%
BB	Runaway Missing Persons	0	0	0	0.0	0%
CC	Assisted LEA	0	0	0	0.0	0%
DD	Solicitors	0	0	0	0.0	0%
EE	Meeting/Event/Ct.	4	2	6	3.0	2%
*	MONTH TOTALS	227	141	368	184.0	100%

A1. Patrol Activity Percentage:

Percentage of Patrol Activity



B. Patrol Activity by Braeburn Valley West Personnel:

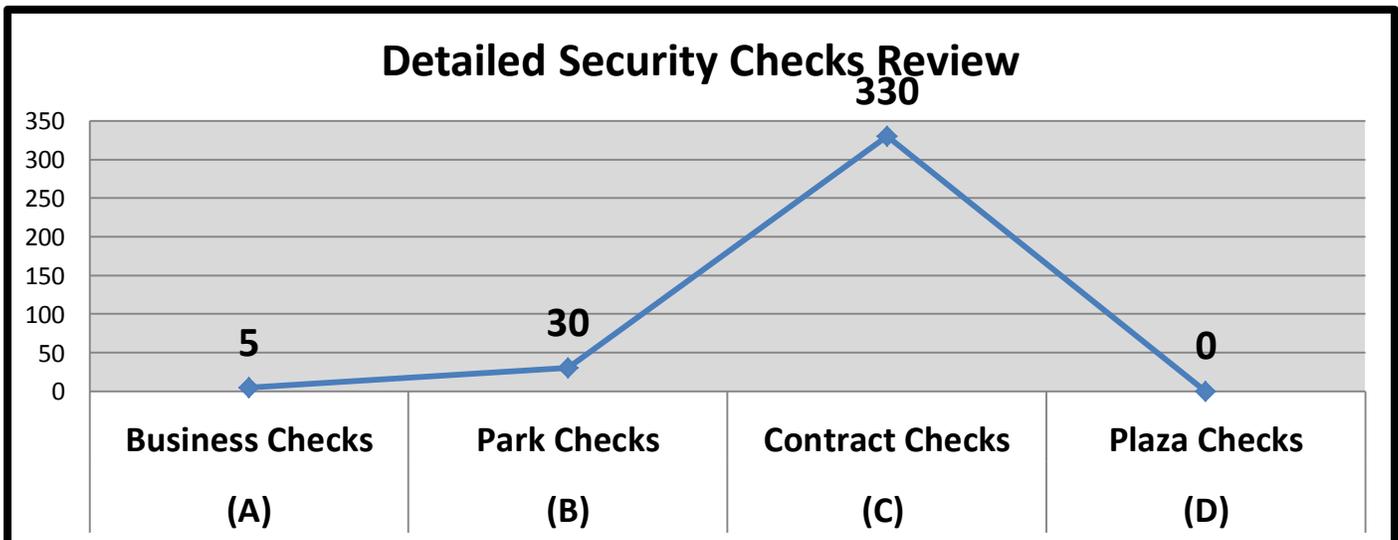


C. Security Checks Monthly Total:

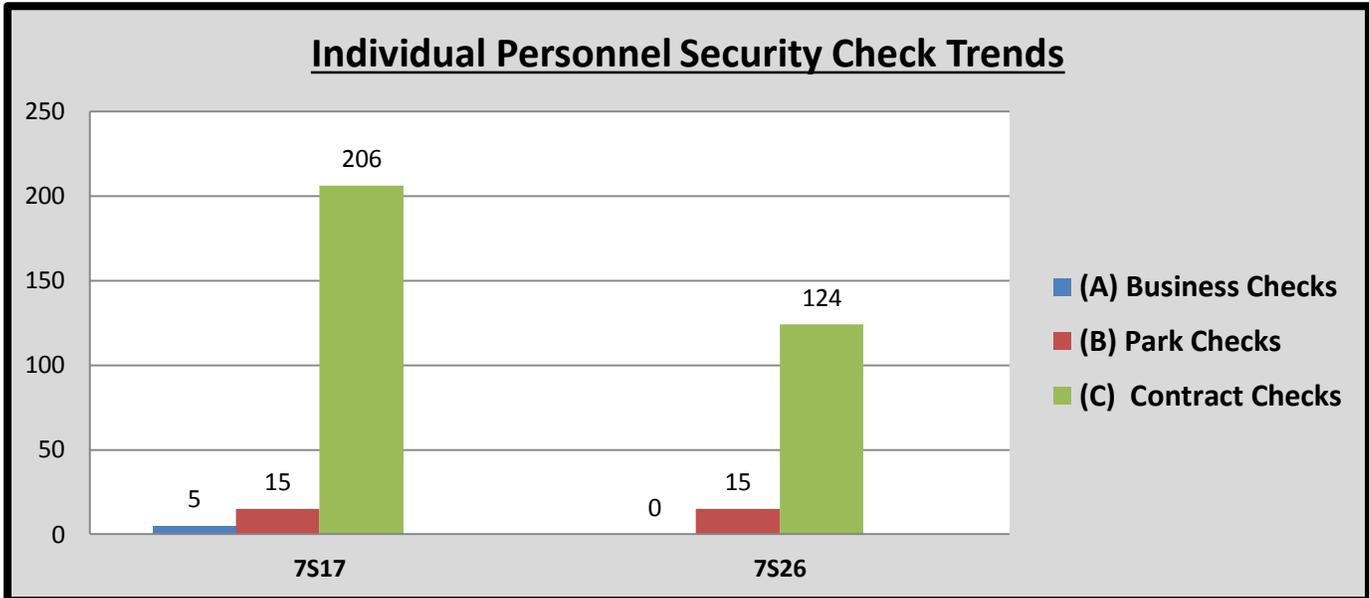
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*	Security Checks	7S17	7S26	TOT	AVER	%
(A)	Business Checks	5	0	5	2.5	1%
(B)	Park Checks	15	15	30	15.0	8%
(C)	Contract Checks	206	124	330	165.0	90%
(D)	Plaza Checks	0	0	0	0.0	0%
(E)	<i>Totals</i>	226	139	365	182.5	100%

D. Detailed Security Checks Monthly:



E. Individual Personnel Security Check Trends:



F. CIT/MHO Dispositions Monthly Total:

000

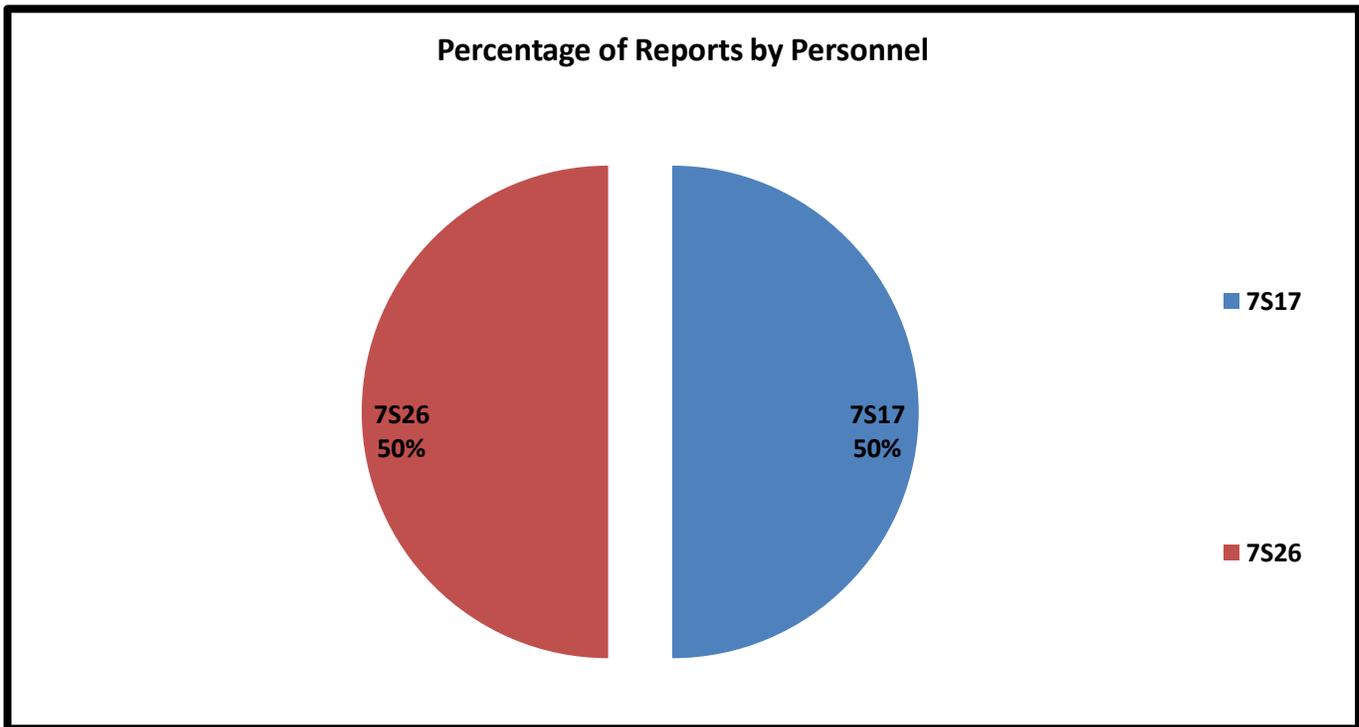
*	C.I.T. Dispositions	7S17	7S26	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

G. Offense/Incident Reports Monthly Total:

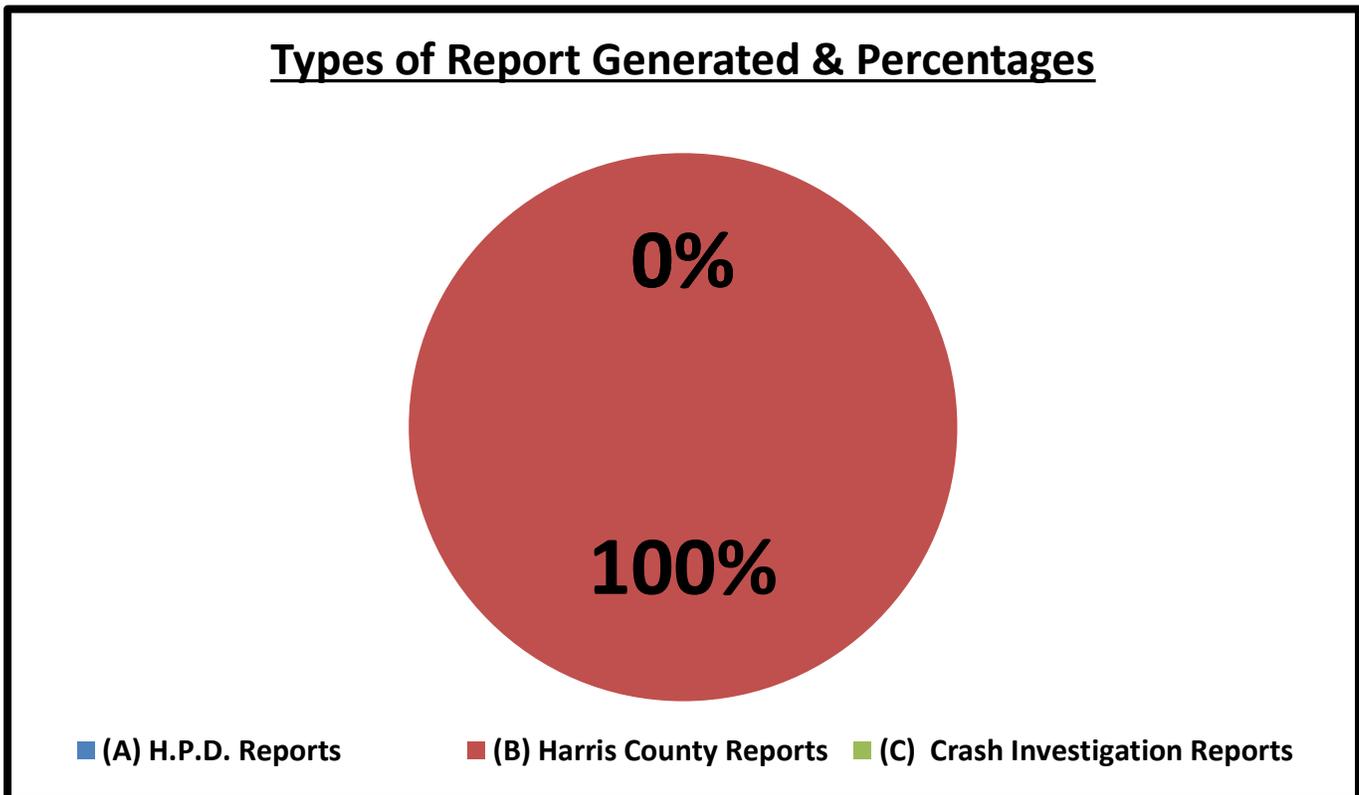
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*	Offense/Incident Reports	7S17	7S26	TOT	AVER	%
(A)	H.P.D. Reports	0	0	0	0.0	0%
(B)	Harris County Reports	1	1	2	1.0	100%
(C)	Crash Investigation Reports	0	0	0	0.0	0%
(D)	<i>Totals</i>	1	1	2	1.0	100%

H. Report Generation Percentages:



I. Percentages:

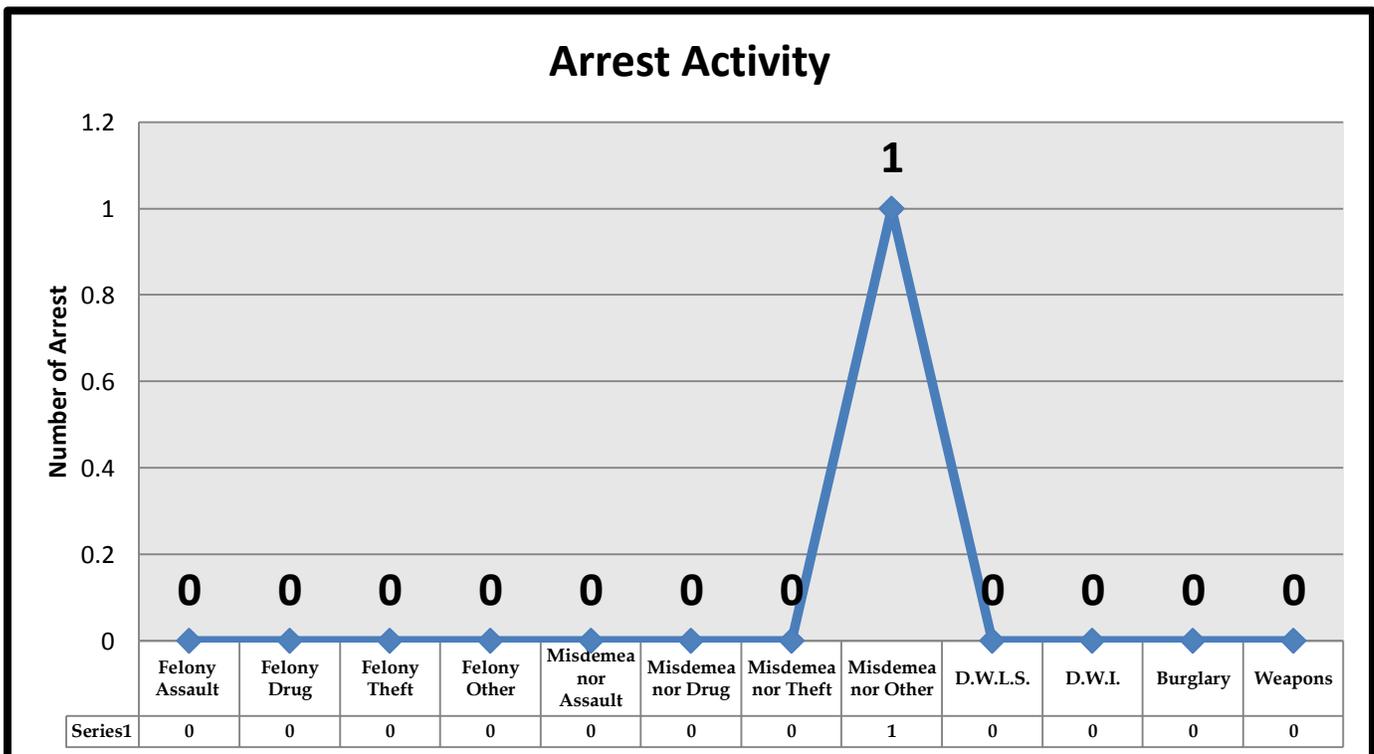


J. Types of Criminal Arrests Monthly Total:

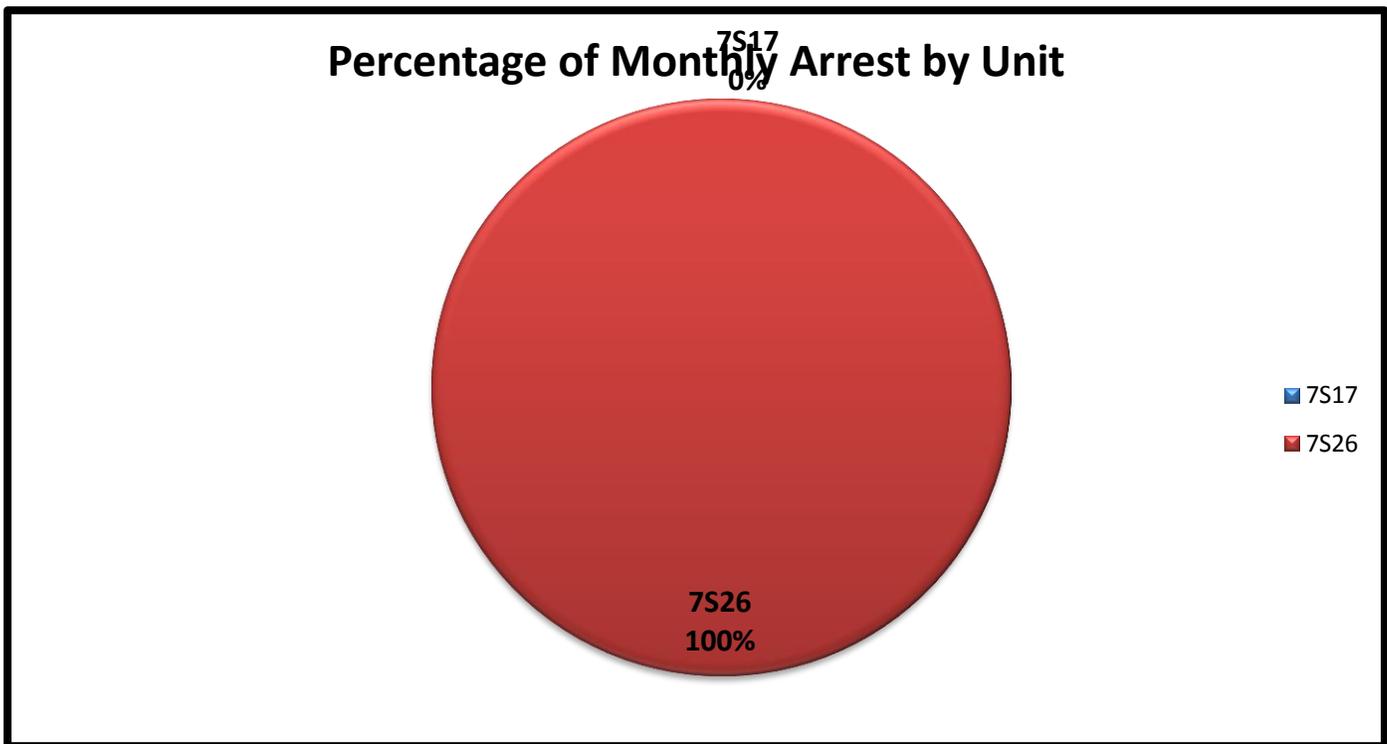
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*	Types of Criminal Arrests	7S17	7S26	TOT	AVER	%
A	Felony Assault	0	0	0	0.0	0%
B	Felony Drug	0	0	0	0.0	0%
C	Felony Theft	0	0	0	0.0	0%
D	Felony Other	0	0	0	0.0	0%
E	Misdemeanor Assault	0	0	0	0.0	0%
F	Misdemeanor Drug	0	0	0	0.0	0%
G	Misdemeanor Theft	0	0	0	0.0	0%
H	Misdemeanor Other	0	1	1	0.5	100%
I	D.W.L.S.	0	0	0	0.0	0%
J	D.W.I.	0	0	0	0.0	0%
K	Burglary	0	0	0	0.0	0%
L	Weapons	0	0	0	0.0	0%
M	Totals	0	1	1	0.5	100%

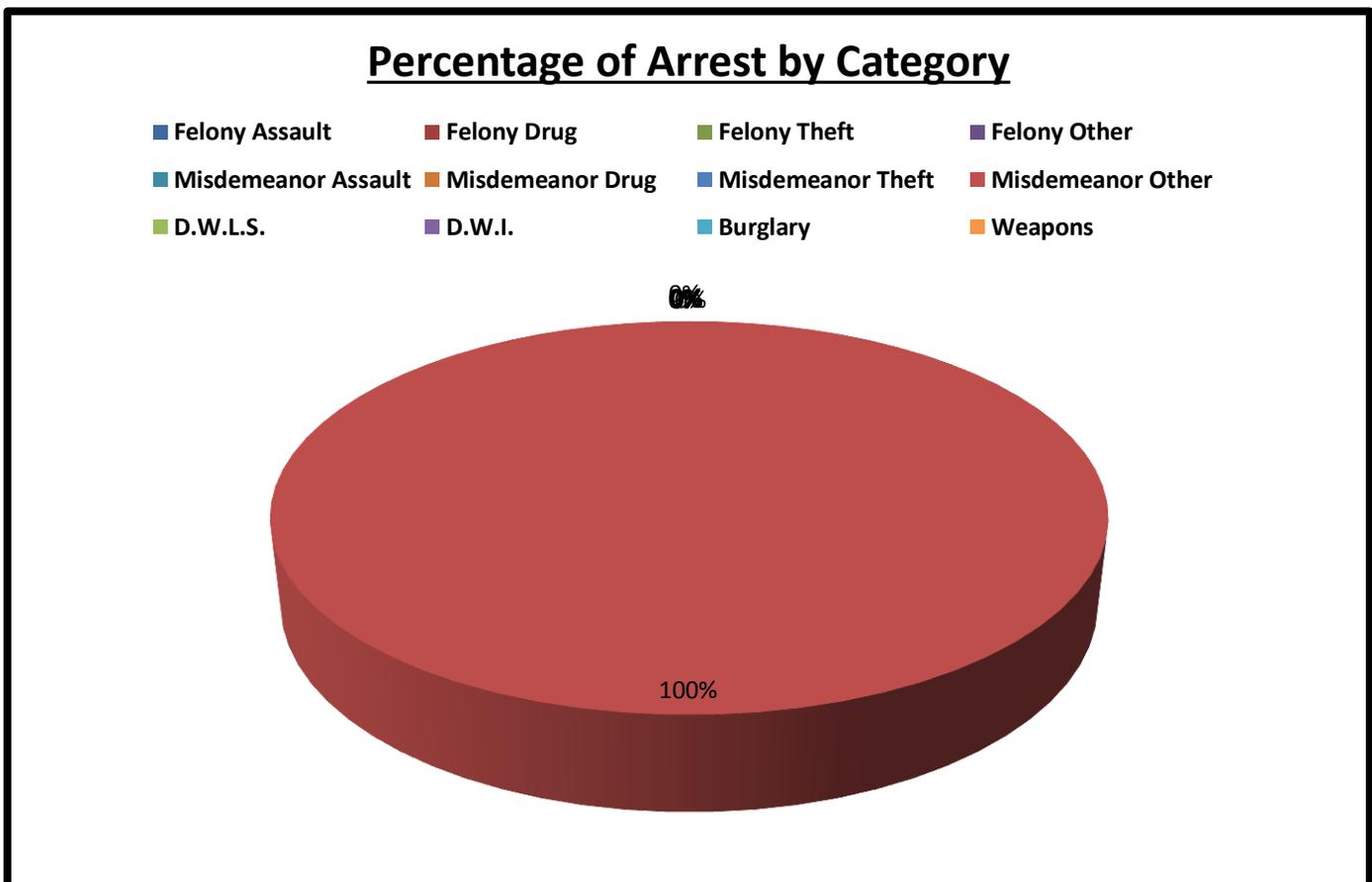
K. Types of Criminal Arrests Monthly Total:



L. Types of Criminal Arrests Monthly Total:



M. Types of Criminal Arrests Monthly Total:



N. Executed Warrant Monthly Total:

000

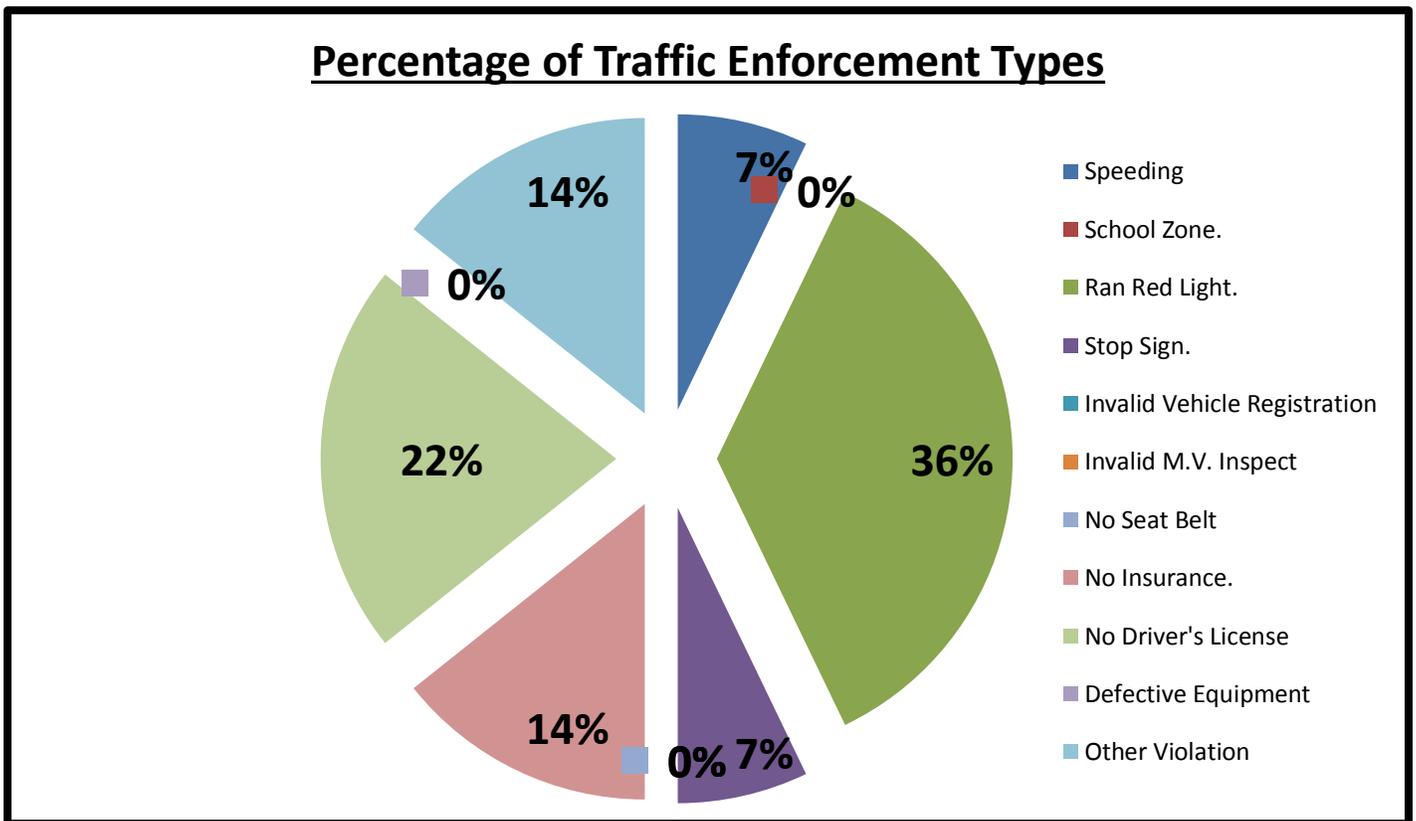
*	<i>Executed Warrants</i>	7S17	7S26	TOT	AVER	%
(A)	Felony Warrants	0	0	0	0.0	#DIV/0!
(B)	Misdemeanor Warrants	0	0	0	0.0	#DIV/0!
(C)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

O. Traffic Law Enforcement Total:

021

*	<i>Traffic Enforcement</i>	7S17	7S26	TOT	AVER	%
A	Speeding	1	0	1	0.5	7%
B	School Zone.	0	0	0	0.0	0%
C	Ran Red Light.	0	5	5	2.5	36%
D	Stop Sign.	1	0	1	0.5	7%
E	Invalid Vehicle Registration	0	0	0	0.0	0%
F	Invalid M.V. Inspect	0	0	0	0.0	0%
G	No Seat Belt	0	0	0	0.0	0%
H	No Insurance.	0	2	2	1.0	14%
I	No Driver's License	2	1	3	1.5	21%
J	Defective Equipment	0	0	0	0.0	0%
K	Other Violation	1	1	2	1.0	14%
L	Written Warnings	0	0	0	0.0	0%
M	Verbal Warning	6	1	7	3.5	100%
N	Citation	5	9	14	7.0	67%
O	Total Violations	11	10	21	10.5	100%

P. Traffic Law Enforcement Total:



Q. Citations vs. Warnings Monthly Total:

0021

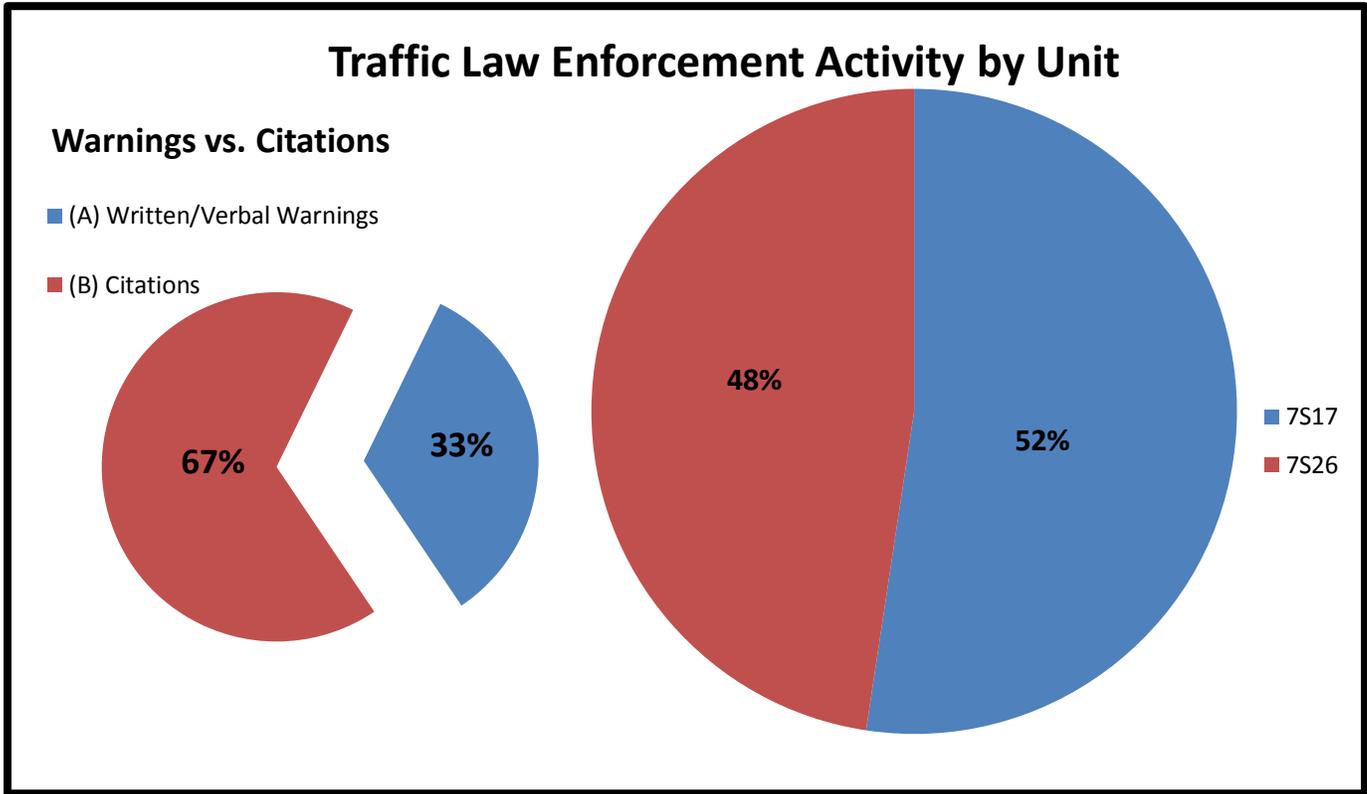
*	Warnings vs. Citations	7S17	7S26	TOT	AVER	%
(A)	Written/Verbal Warnings	6	1	7	3.5	33%
(B)	Citations	5	9	14	7.0	67%
(C)	<i>Totals</i>	11	10	21	10.5	100%

R. Sources of Calls for Service Monthly Total:

0367

*	Sources of Calls for Service	7S17	7S26	TOT	AVER	%
(A)	On View	10	0	10	5.0	3%
(B)	Dispatched	9	8	17	8.5	5%
(C)	Self-Initiated	207	133	340	170.0	93%
(D)	<i>Totals</i>	226	141	367	183.5	100%

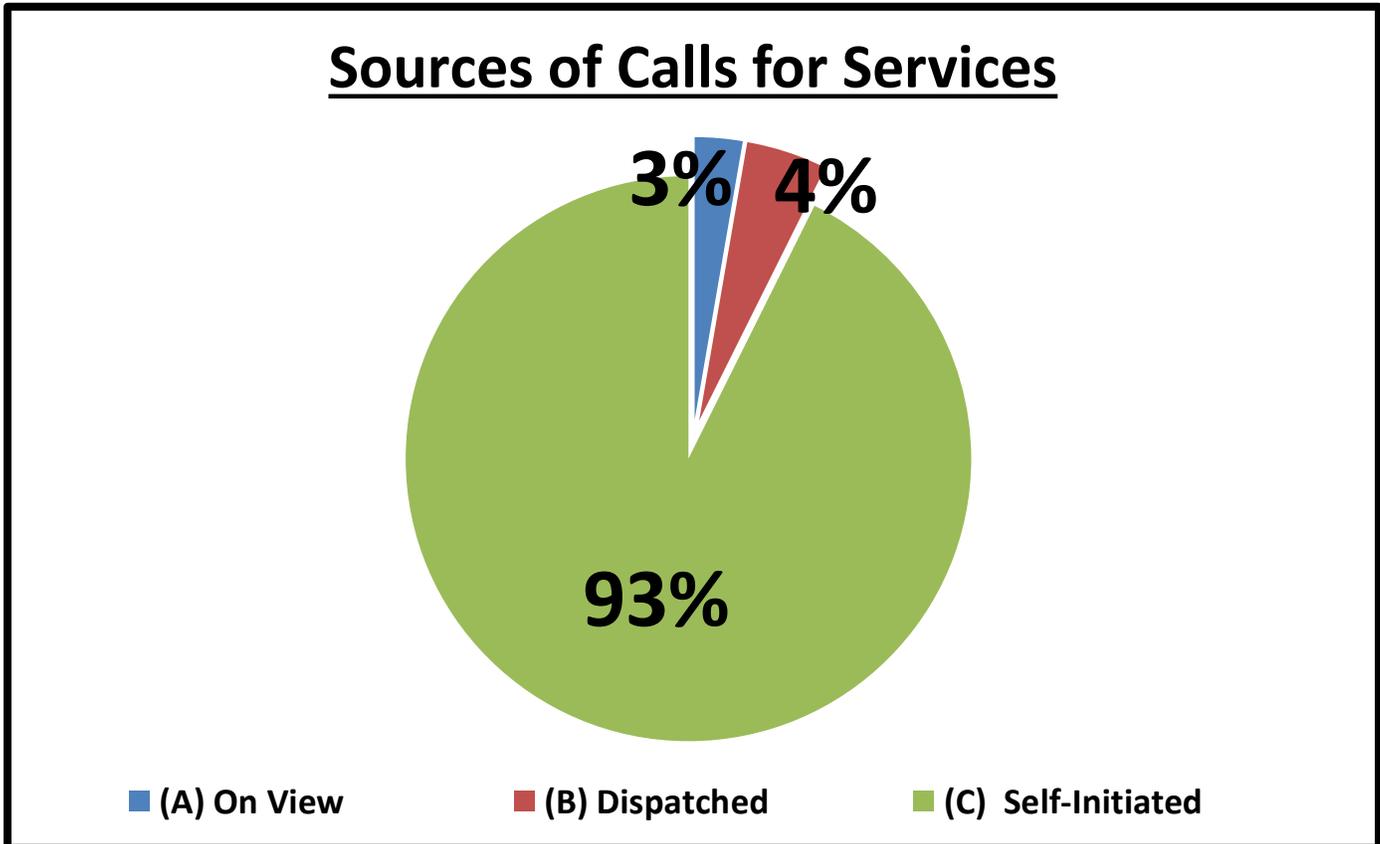
S. Sources of Calls for Service Percentages:



T. Sources of Calls for Service Percentages:

*	Sources of Calls for Service	7S17	7S26	TOT	AVER	%
(A)	On View	4%	0%	3%	0.0	3%
(B)	Dispatched	4%	6%	5%	0.0	5%
(C)	Self-Initiated	92%	94%	93%	0.5	93%
(D)	Totals	100%	100%	100%	0.5	100%

U. Sources of Calls for Service Percentages:



V. Free Reserve Personnel Time Utilized in Contract Monthly Total: 000

*	Free Reserve Personnel Time	7S17	7S26		TOT	AVER	%
(A)	Totals	0	0		0	0.0	#DIV/0!

W. Monthly Productivity Analysis Report (M.P.A.R.) - Executive Summary:

*	Unit	7S17	7S26		TOT	AVER
1	Patrol Activity	227	141		368	184.0
2	Security Checks	226	139		365	182.5
3	C.I.T. Interactions	0	0		0	0.0
4	Offense/Incident Reports	1	1		2	1.0
*	<i>Total Service Calls</i>	454	281		735	367.5
1	Criminal Arrests	0	1		1	0.5
2	Citations Issued	5	9		14	7.0
3	Written & Verbal Warnings	6	1		7	3.5
*	<i>Enforcement Service Calls</i>	11	11		22	11.0
*	Total Hours	160	160		320	160.0
1	Sick Time Used	24	0		24	12.0
2	Vacation Time Used	8	40		48	24.0
3	Training Time Used	0	0		0	0.0
4	Compensatory Time Used	0	0		0	0.0
*	<i>Hours Actually Worked</i>	128	120		248	124.0
*	<i>Unit Productivity Ratio</i>	3.6	2.4		3.1	3.1

X. Mileage Total:

1395

*	Mileage	7S17	7S26		TOT	AVER	%
(A)	Totals	851	544		1395	697.5	379%

Y. Patrol Alert Submission Report:

*	Received				Subject
00x	Date	Time	Code	Location	
A.	Nov 19	2035 hours	BBVWPA – ID732	9200 Bankside Dr	Extra patrol requested at the location to due to loud music in the area.

Z. Incident Summaries:

01.	NOVEMBER 8, 2017	2100 HOURS	CRIMINAL MISCHIEF	DEPUTY M. RODRIGUEZ
	EVENINGSHIFT:	9300 TOOLEY	BBVW	“N/A”
			HC:	17-0177776
<p>On October 08, 2017, a Wednesday, at approximately 2132 hours, while on patrol in the “Braeburn Valley West Contract” Deputy M. Rodriguez riding Unit 87S26 was performing routine patrol and law enforcement services when I Deputy M. Rodriguez was dispatched to an Criminal Mischief. Deputy Rodriguez arrived and collected all pertinent information. Deputy Rodriguez placed subject in custody for Criminal Mischief and transported subject to Harris County Jail for booking and detention. The patrol activity type is “PAT=S”.</p>				

02.	NOVEMBER 14, 2017	1100 HOURS	FOUND PROPERTY	DEPUTY M. RODRIGUEZ
	DAYSHIFT:	10500 PLAINFIELD	BBVW	“N/A”
			HC:	17-0180772
<p>On November 14, 2017, a Tuesday, at approximately 11:11 hours while on patrol in the “Braeburn Valley West” contract, I Deputy U. Fountain riding unit 87S17 with the Harris County Constable Department of Precinct 7 was performing routine patrol and law enforcement services when I was contacted regarding a missing bike. I had a board member post the missing bike on BBV Facebook page. Was contacted by Sgt. Meek and he stated that he found the owner of the bike. I advised Sgt. Meek that I would return the bike to the owner. Upon my arrival, I met with the Reportee Ms. Garcia and returned the missing bike. A report was generated. The patrol activity type is “PAT=U”.</p>				

AA. Hotspot Report:

See Appendix A1 for Hotspot Report:

Please note: 87s17 = Deputy U. Fountain and 87s26= Deputy M. Rodriguez

Sergeant Jon Meek

Sergeant Jon Meek
 Neighborhood Patrol Division, First Line Supervisor
 Harris County Constable’s Office of Precinct 713-643-6602