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Date: January 13, 2019

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: December Monthly Productivity Analysis Report
Enclosure: **MPAR – December 2018**
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.

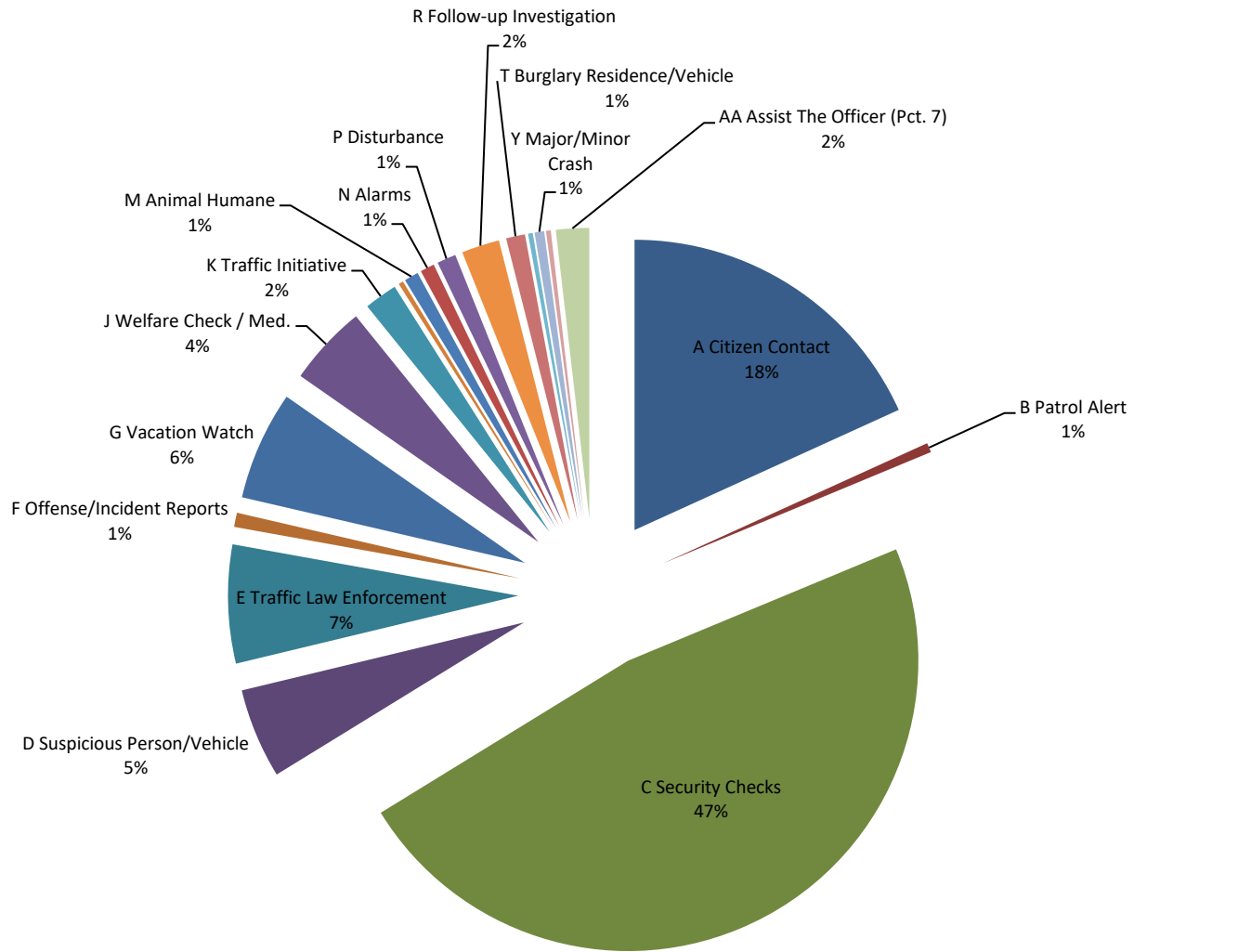
A. Patrol Activity Monthly Total:

0379

*	Patrol Activity Types	7S17	7S26	TOT	AVER	%
A	Citizen Contact	36	33	69	34.5	18%
B	Patrol Alert	0	2	2	1.0	1%
C	Security Checks	40	140	180	90.0	47%
D	Suspicious Person/Vehicle	7	12	19	9.5	5%
E	Traffic Law Enforcement	0	25	25	12.5	7%
F	Offense/Incident Reports	0	3	3	1.5	1%
G	Vacation Watch	0	23	23	11.5	6%
H	Open Door / Window	0	0	0	0.0	0%
I	Assist Contract Citizen	0	0	0	0.0	0%
J	Welfare Check / Med.	7	10	17	8.5	4%
K	Traffic Initiative	0	7	7	3.5	2%
L	Traffic Hazard	1	0	1	0.5	0%
M	Animal Humane	2	1	3	1.5	1%
N	Alarms	3	0	3	1.5	1%
O	Mental Cases (171)	0	0	0	0.0	0%
P	Disturbance	0	4	4	2.0	1%
Q	Criminal Investigation	0	0	0	0.0	0%
R	Follow-up Investigation	2	6	8	4.0	2%
S	Criminal Mischief	0	0	0	0.0	0%
T	Burglary Residence/Vehicle	1	3	4	2.0	1%
U	Theft / Theft of Business	0	0	0	0.0	0%
V	Citizen Assaulted	0	0	0	0.0	0%
W	Robbery of an Individual	0	1	1	0.5	0%
X	Trespass Warning	0	0	0	0.0	0%
Y	Major/Minor Crash	0	2	2	1.0	1%
Z	Child Custody Disputes	0	1	1	0.5	0%
AA	Assist The Officer (Pct. 7)	7	0	7	3.5	2%
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.	0	0	0	0.0	0%
*	MONTH TOTALS	106	273	379	189.5	100%

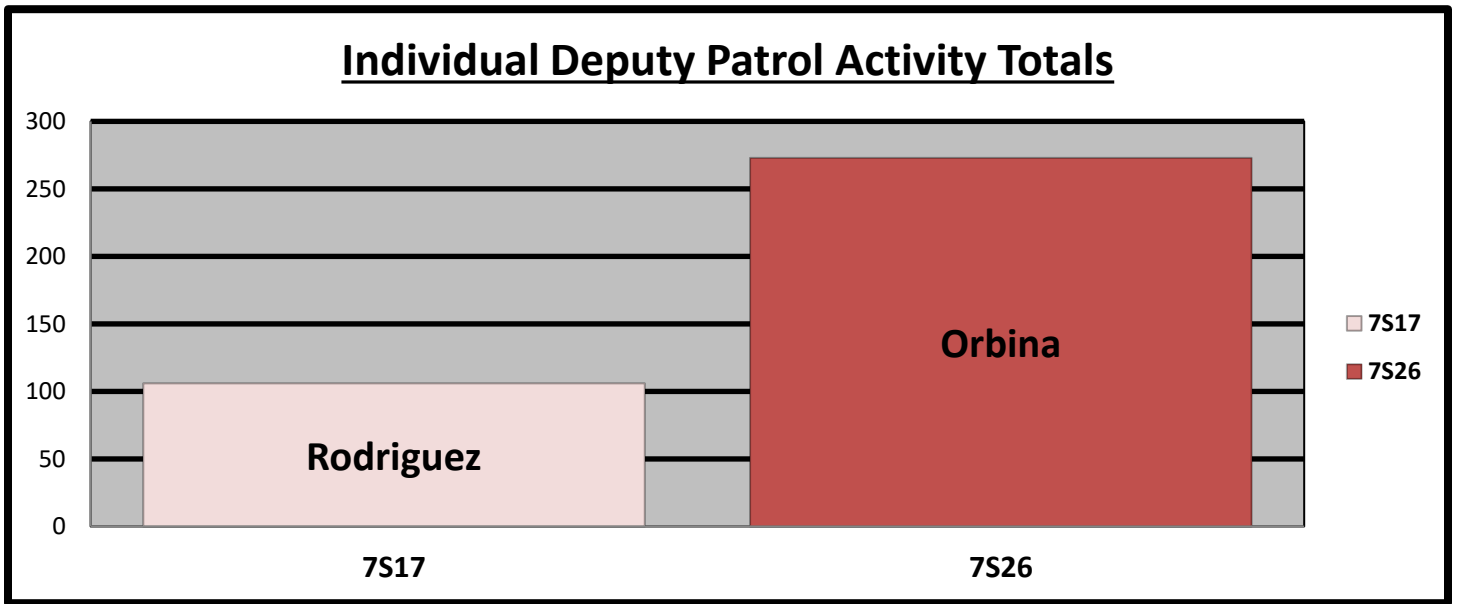
A1. Patrol Activity Percentage:

Percentage of Patrol Activity



- A Citizen Contact
- B Patrol Alert
- C Security Checks
- D Suspicious Person/Vehicle
- E Traffic Law Enforcement
- F Offense/Incident Reports
- G Vacation Watch
- H Open Door / Window
- I Assist Contract Citizen
- J Welfare Check / Med.
- K Traffic Initiative
- L Traffic Hazard
- M Animal Humane
- N Alarms
- O Mental Cases (171)
- P Disturbance
- Q Criminal Investigation
- R Follow-up Investigation
- S Criminal Mischief
- T Burglary Residence/Vehicle
- U Theft / Theft of Business
- V Citizen Assaulted
- W Robbery of an Individual
- X Trespass Warning
- Y Major/Minor Crash
- Z Child Custody Disputes
- AA Assist The Officer (Pct. 7)
- BB Runaway Missing Persons
- CC Assisted LEA
- DD Solicitors
- EE Meeting/Event/Ct.

B. Patrol Activity by Braeburn Valley West Personnel:

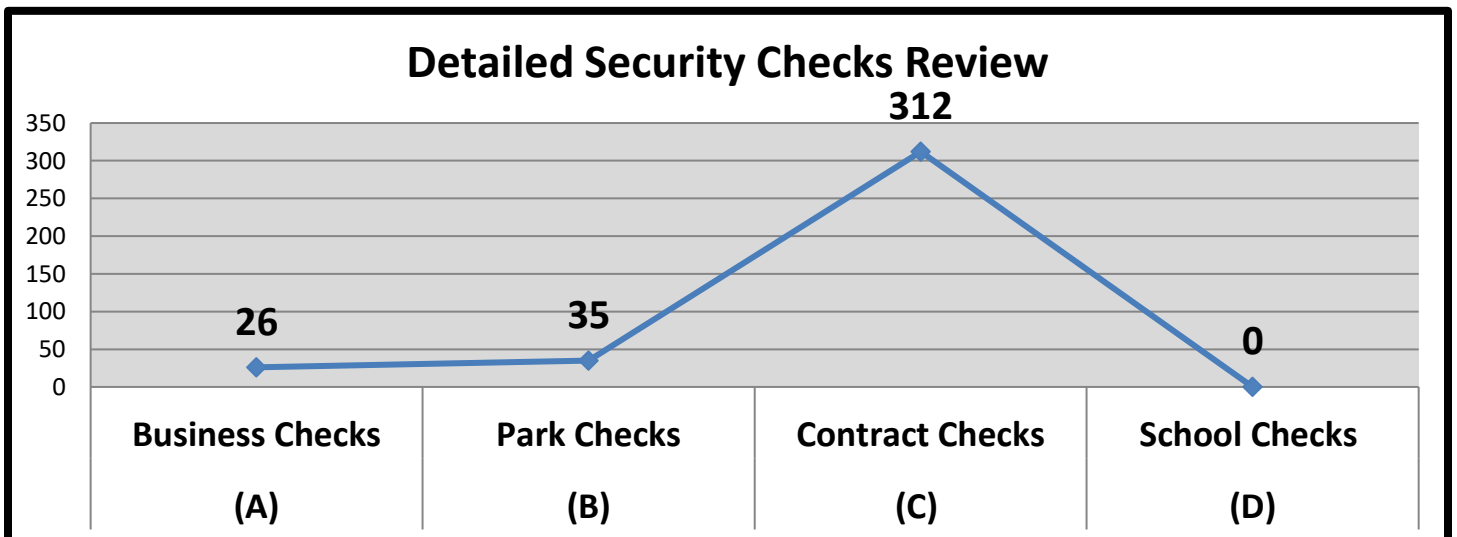


C. Security Checks Monthly Total:

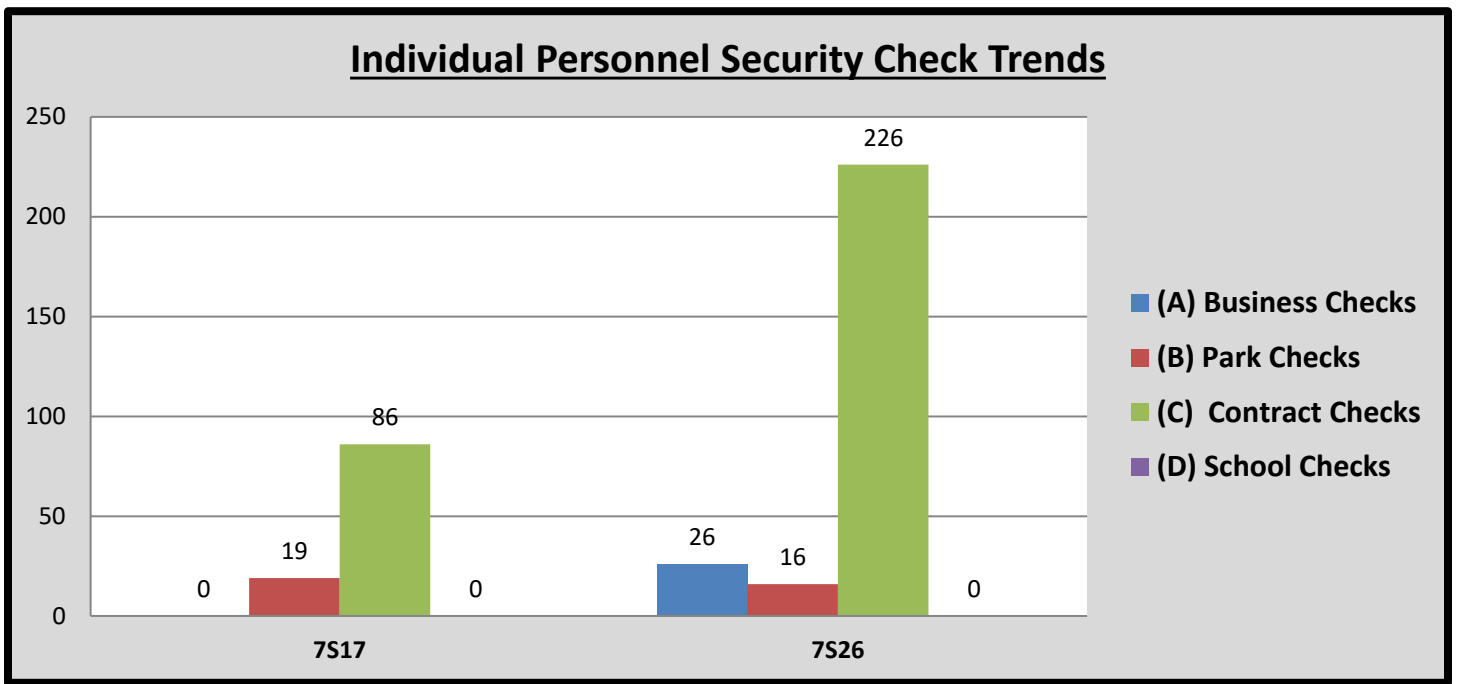
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*	Security Checks	7S17	7S26	TOT	AVER	%
(A)	Business Checks	0	26	26	13.0	7%
(B)	Park Checks	19	16	35	17.5	9%
(C)	Contract Checks	86	226	312	156.0	84%
(D)	Plaza Checks	0	0	0	0.0	0%
(E)	Totals	105	268	373	186.5	100%

D. Detailed Security Checks Monthly:



E. Individual Personnel Security Check Trends:



F. CIT/MHO Dispositions Monthly Total:

000

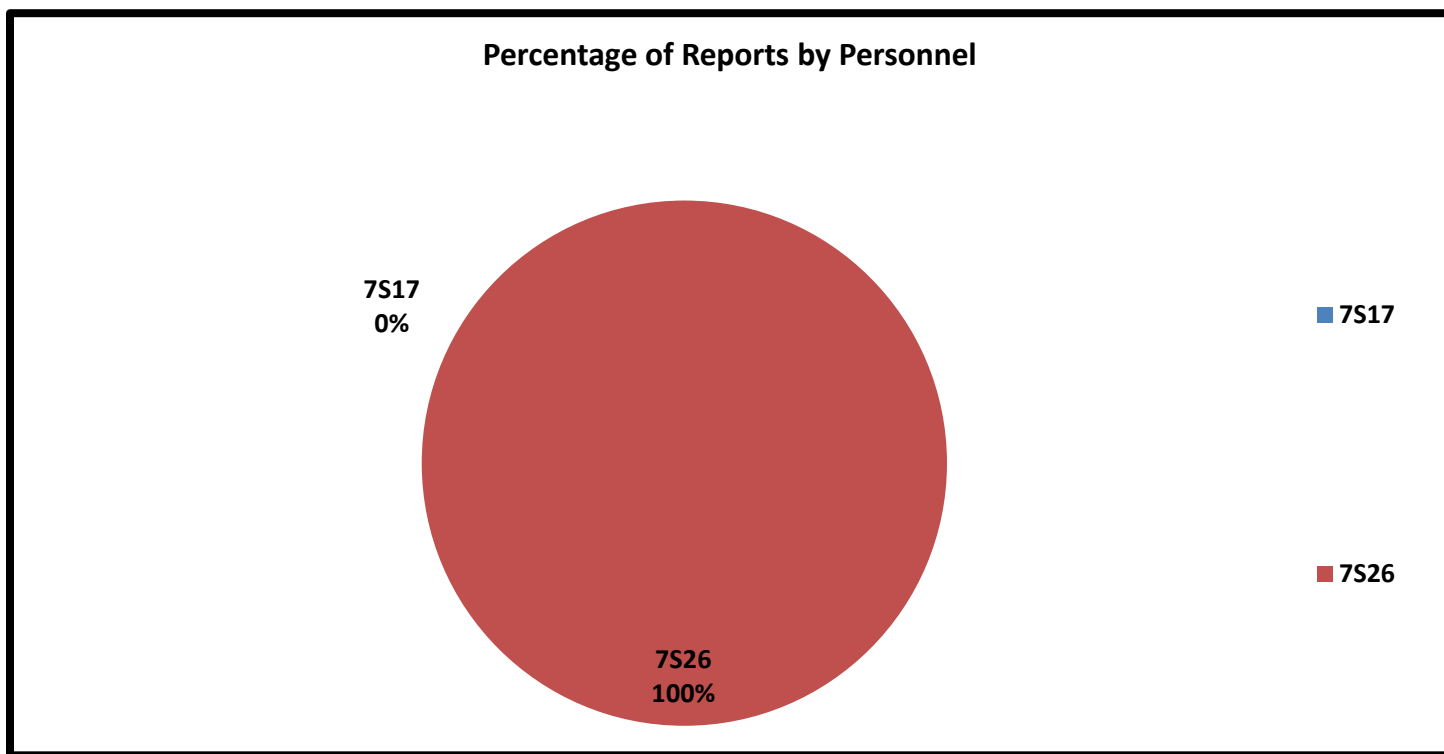
*	<i>C.I.T. Dispositions</i>	7S17	7S26	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

G. Offense/Incident Reports Monthly Total:

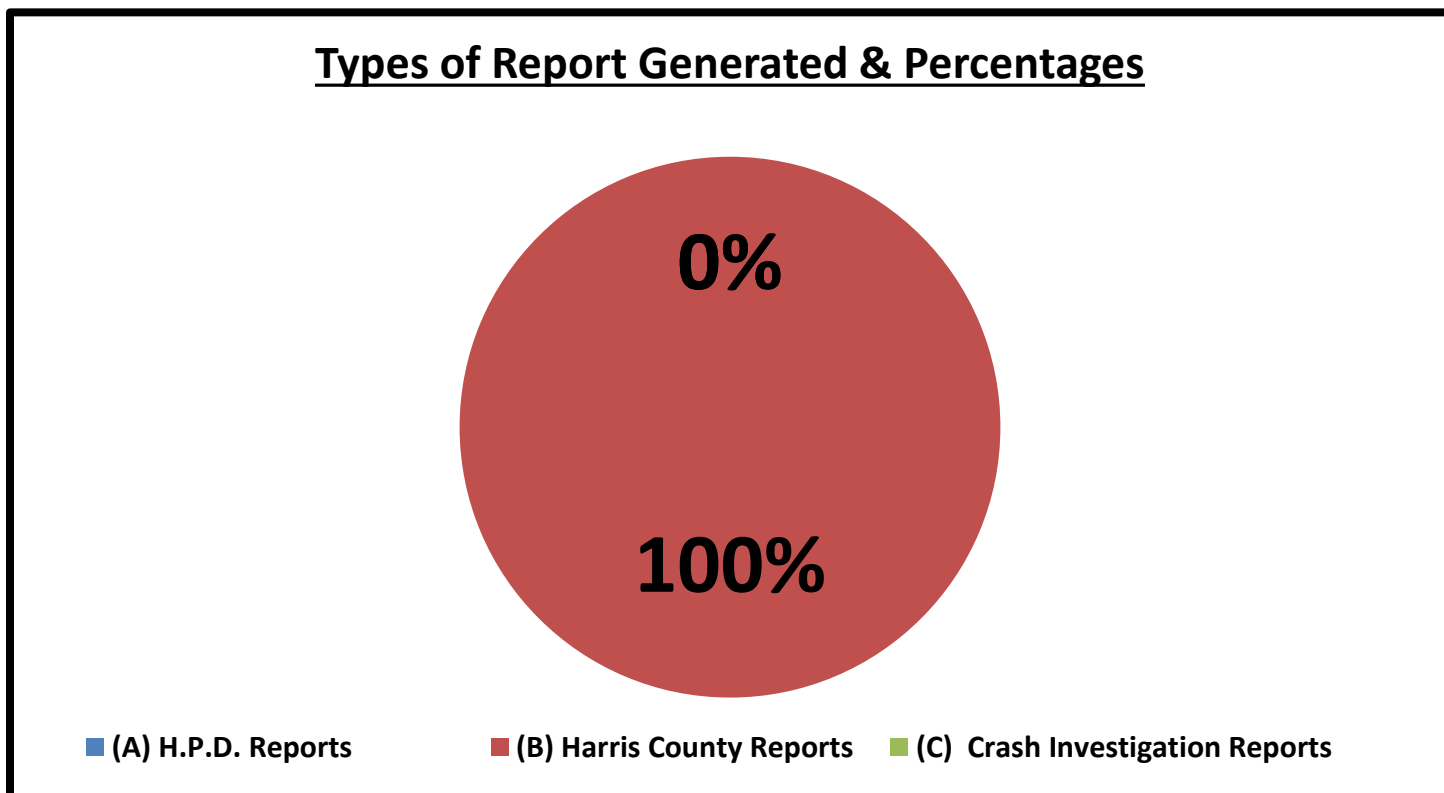
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*	<i>Offense/Incident Reports</i>	7S17	7S26	TOT	AVER	%
(A)	H.P.D. Reports	0	0	0	0.0	0%
(B)	Harris County Reports	0	3	3	1.5	100%
(C)	Crash Investigation Reports	0	0	0	0.0	0%
(D)	<i>Totals</i>	0	3	3	1.5	100%

H. Report Generation Percentages:



I. Percentages:

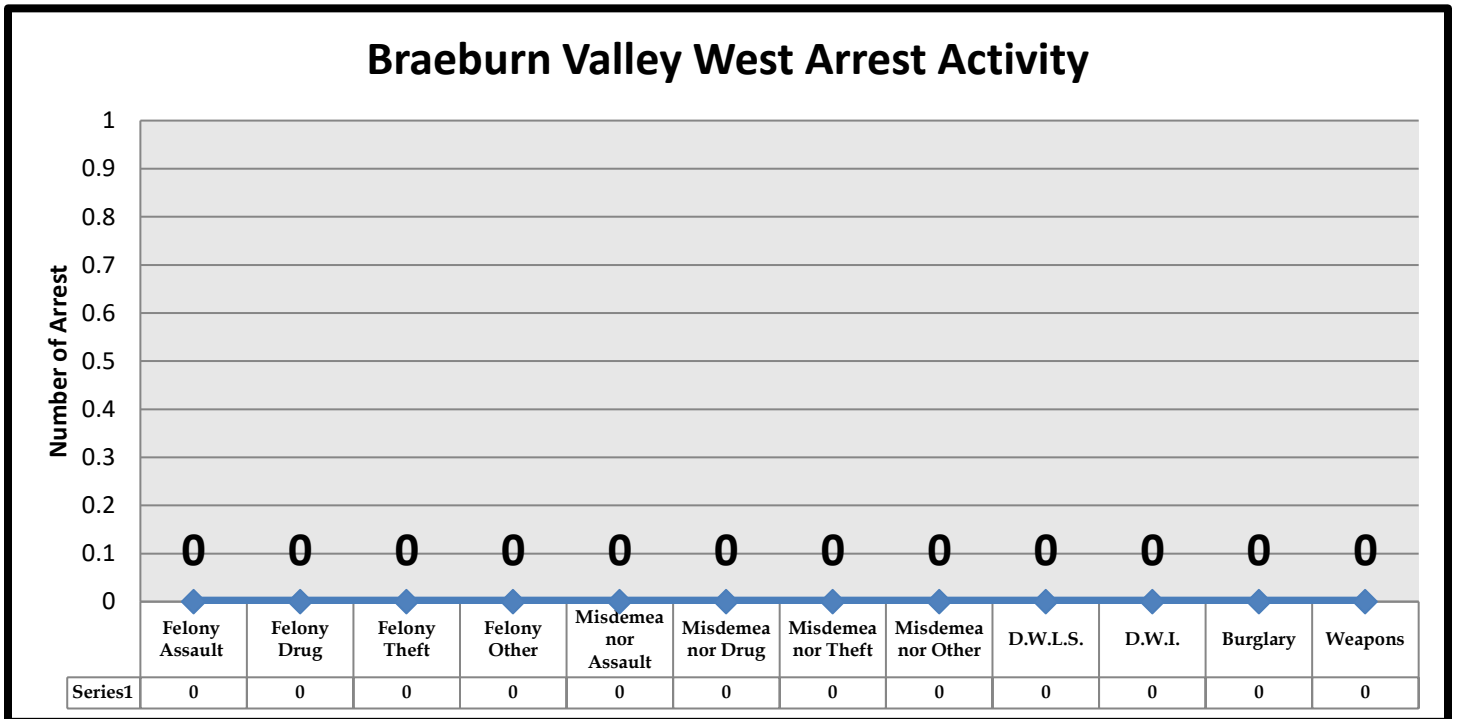


J. Types of Criminal Arrests Monthly Total:

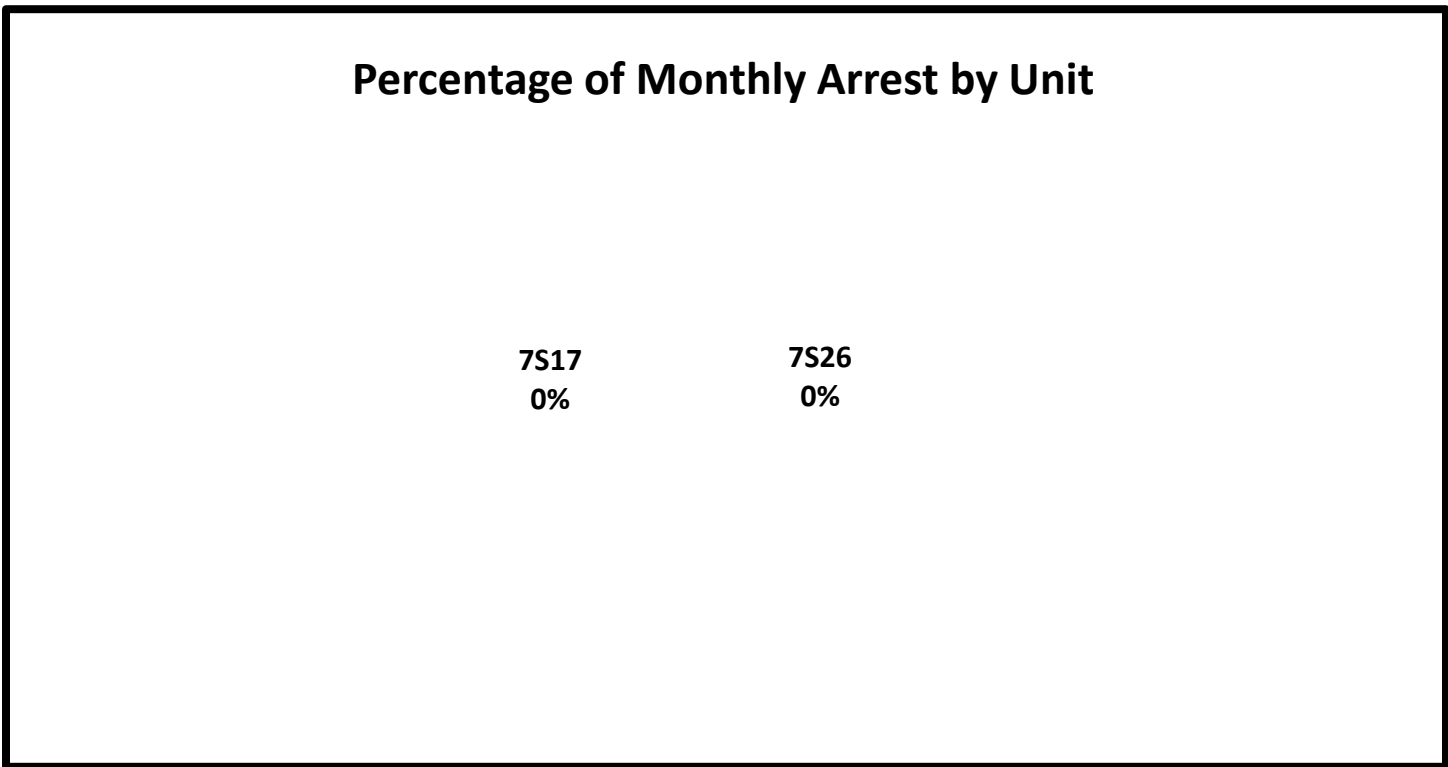
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*	Types of Criminal Arrests	7S17	7S26	TOT	AVER	%
A	Felony Assault	0	0	0	0.0	#DIV/0!
B	Felony Drug	0	0	0	0.0	#DIV/0!
C	Felony Theft	0	0	0	0.0	#DIV/0!
D	Felony Other	0	0	0	0.0	#DIV/0!
E	Misdemeanor Assault	0	0	0	0.0	#DIV/0!
F	Misdemeanor Drug	0	0	0	0.0	#DIV/0!
G	Misdemeanor Theft	0	0	0	0.0	#DIV/0!
H	Misdemeanor Other	0	0	0	0.0	#DIV/0!
I	D.W.L.S.	0	0	0	0.0	#DIV/0!
J	D.W.I.	0	0	0	0.0	#DIV/0!
K	Burglary	0	0	0	0.0	#DIV/0!
L	Weapons	0	0	0	0.0	#DIV/0!
M	<i>Totals</i>	0	0	0	0.0	#DIV/0!

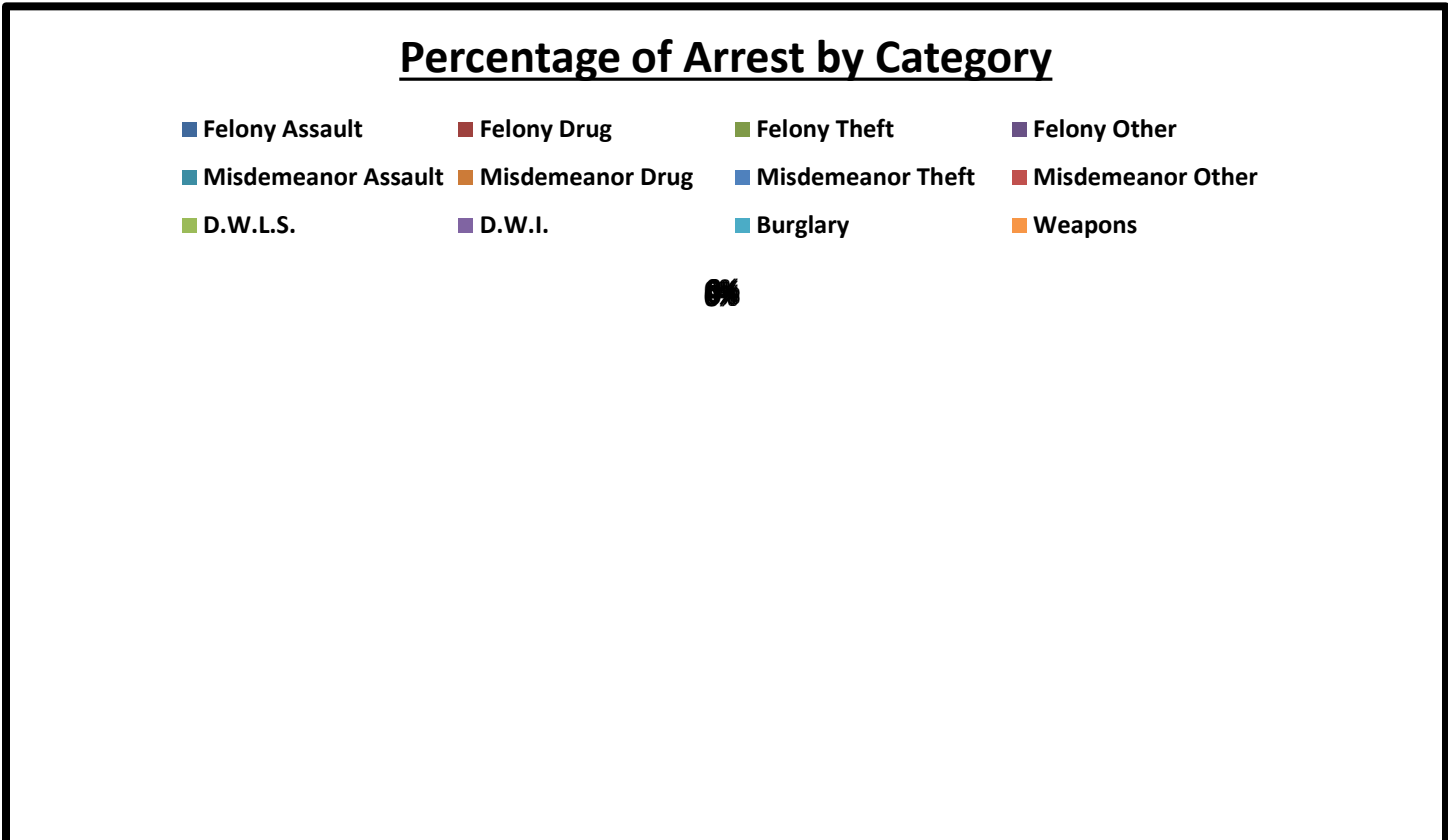
K. Types of Criminal Arrests Monthly Total:



L. Types of Criminal Arrests Monthly Total:



M. Types of Criminal Arrests Monthly Total:



N. Executed Warrant Monthly Total:

000

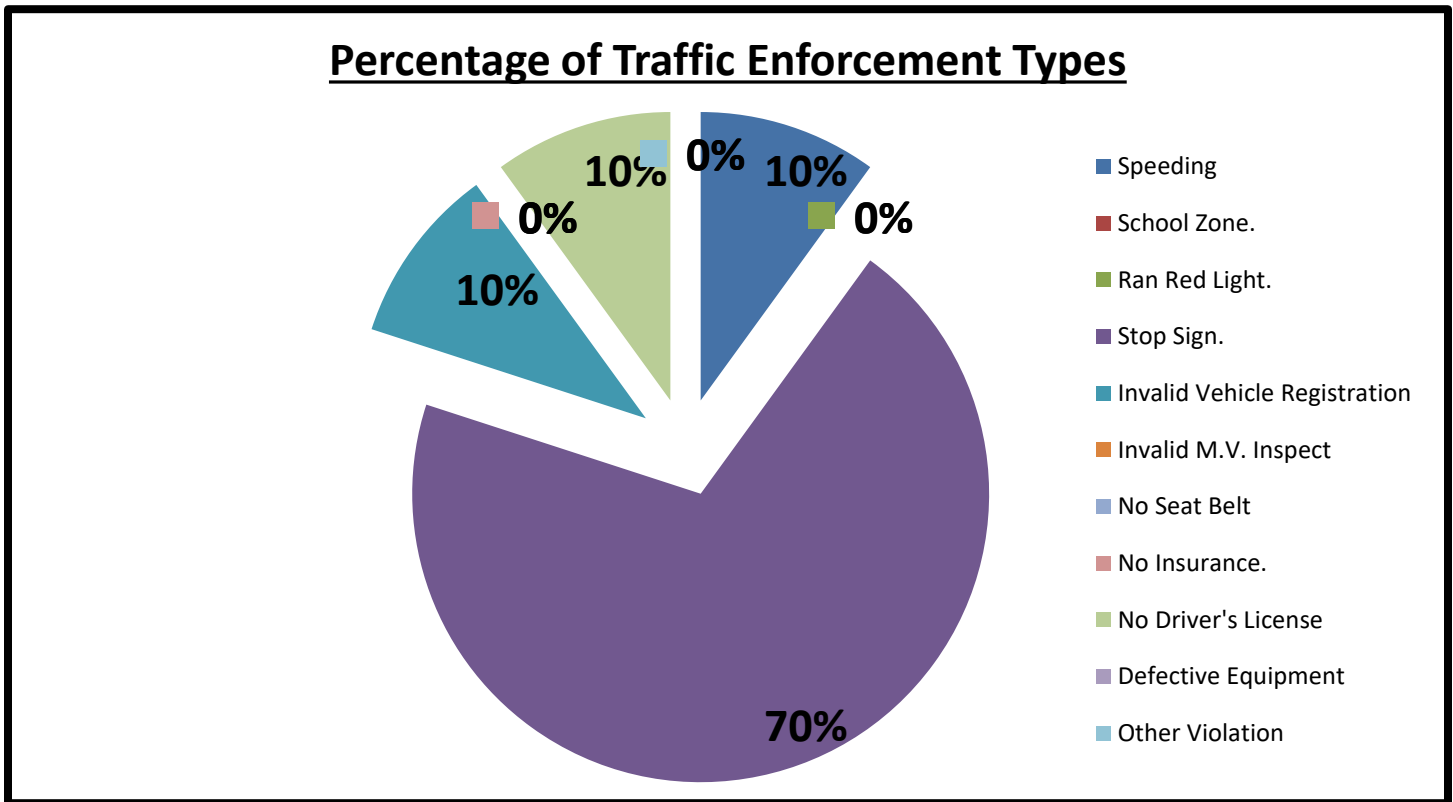
*	<i>Executed Warrants</i>	7S17	7S26	TOT	AVER	%
(A)	Felony Warrants	0	0	0	0.0	#DIV/0!
(B)	Misdemeanor Warrants	0	0	0	0.0	#DIV/0!
(C)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

O. Traffic Law Enforcement Total:

025

*	<i>Traffic Enforcement</i>	7S17	7S26	TOT	AVER	%
A	Speeding	0	1	1	0.5	10%
B	School Zone.	0	0	0	0.0	0%
C	Ran Red Light.	0	0	0	0.0	0%
D	Stop Sign.	0	7	7	3.5	70%
E	Invalid Vehicle Registration	0	1	1	0.5	10%
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	0	0	0.0	0%
I	No Driver's License	0	1	1	0.5	10%
J	Defective Equipment	0	0	0	0.0	0%
K	Other Violation	0	0	0	0.0	0%
L	Written Warnings	0	0	0	0.0	0%
M	Verbal Warning	0	15	15	7.5	100%
N	Citation	0	10	10	5.0	40%
O	Total Violations	0	25	25	12.5	100%

P. Traffic Law Enforcement Total:



Q. Citations vs. Warnings Monthly Total:

025

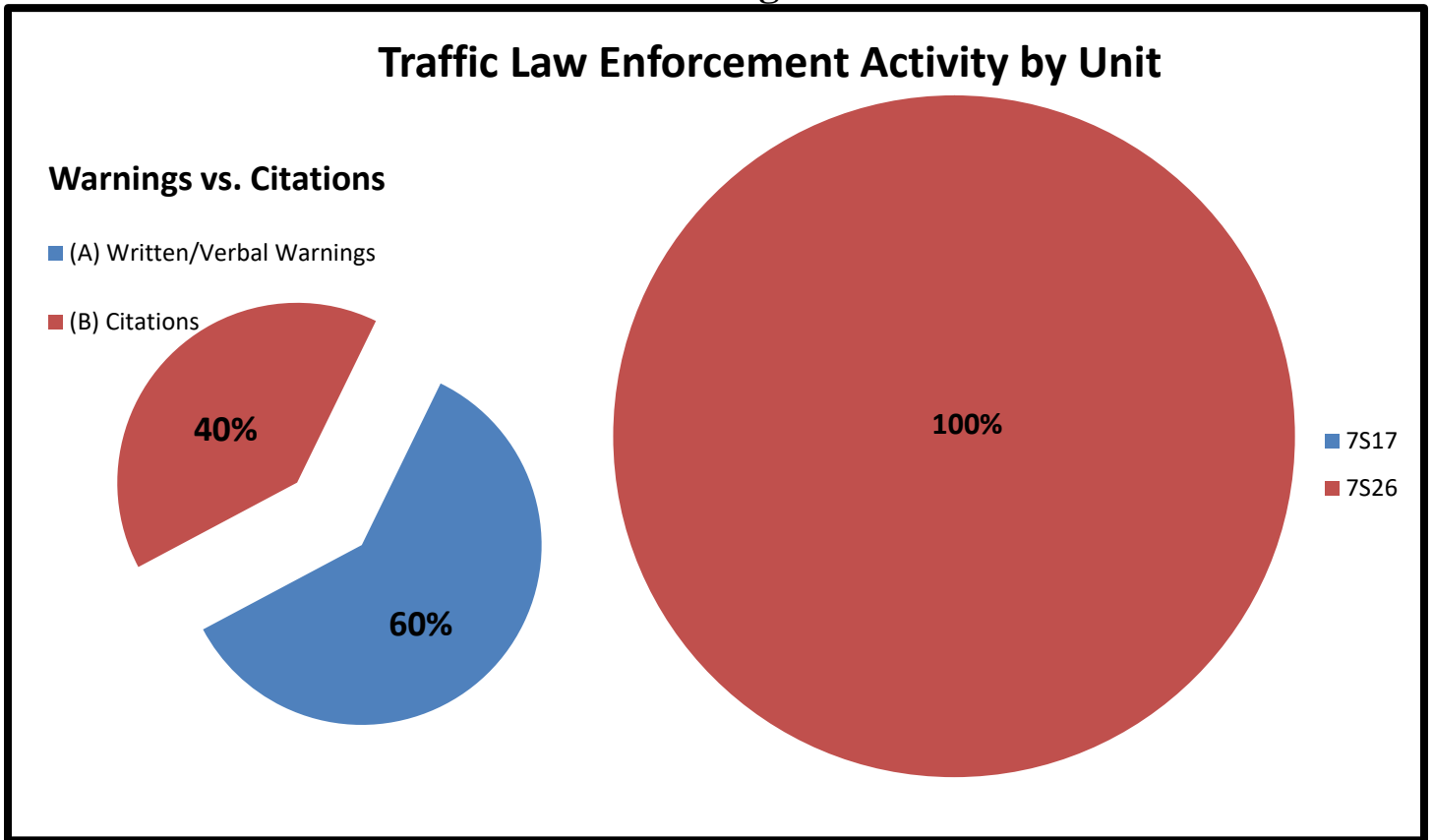
*	<i>Warnings vs. Citations</i>	7S17	7S26	TOT	AVER	%
(A)	Written/Verbal Warnings	0	15	15	7.5	60%
(B)	Citations	0	10	10	5.0	40%
(C)	<i>Totals</i>	0	25	25	12.5	100%

R. Sources of Calls for Service Monthly Total:

376

*	<i>Sources of Calls for Service</i>	7S17	7S26	TOT	AVER	%
(A)	On View	0	0	0	0.0	0%
(B)	Dispatched	15	19	34	17.0	9%
(C)	Self-Initiated	91	251	342	171.0	91%
(D)	<i>Totals</i>	106	270	376	188.0	100%

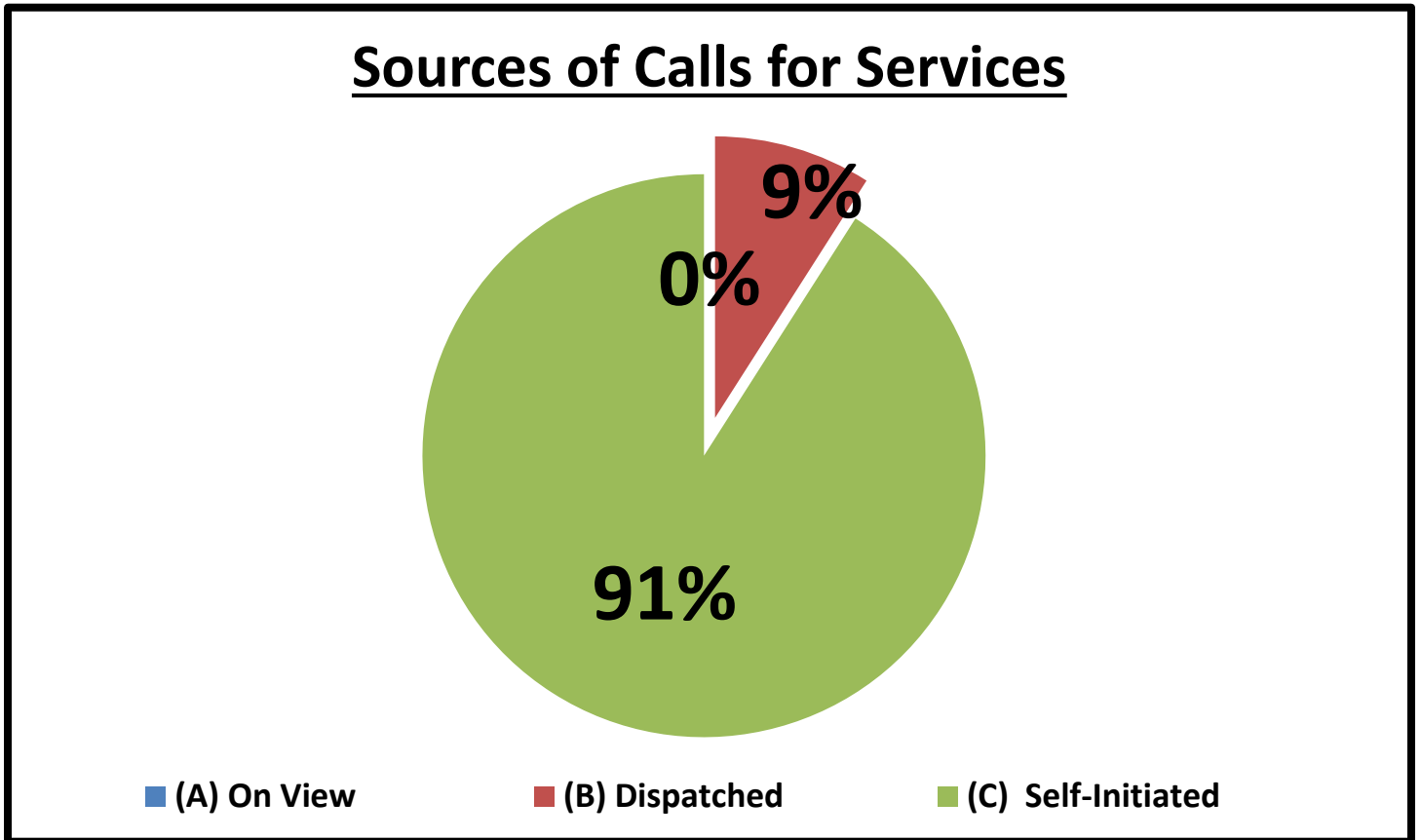
S. Sources of Calls for Service Percentages:



T. Sources of Calls for Service Percentages:

*	Sources of Calls for Service	7S17	7S26	TOT	AVER	%
(A)	On View	0%	0%	0%	0.0	0%
(B)	Dispatched	14%	7%	9%	0.0	9%
(C)	Self-Initiated	86%	93%	91%	0.5	91%
(D)	<i>Totals</i>	100%	100%	100%	0.5	100%

U. Sources of Calls for Service Percentages:



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

*	<i>Free Reserve Personnel Time</i>	7S17	7S26		TOT	AVER	%
(A)	<i>Totals</i>	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	106	273		379	189.5
2	Security Checks	105	268		373	186.5
3	C.I.T. Interactions	0	0		0	0.0
4	Offense/Incident Reports	0	3		3	1.5
*	<i>Total Service Calls</i>	211	544		755	377.5
1	Criminal Arrests	0	0		0	0.0
2	Citations Issued	0	10		10	5.0
3	Written & Verbal Warnings	0	15		15	7.5
*	<i>Enforcement Service Calls</i>	0	25		25	12.5
*	Total Hours	160	160		320	160.0
1	Sick Time Used	0	0		0	0.0
2	Vacation Time Used	0	0		0	0.0
3	Training Time Used	0	0		0	0.0
4	Compensatory Time Used	0	8		8	4.0
*	<i>Hours Actually Worked</i>	160	152		312	156.0
*	<i>Unit Productivity Ratio</i>	1.3	3.7		2.5	2.5

X. Mileage Total:

1464

*	Mileage	7S17	7S26		TOT	AVER	%
(A)	Totals	684	780		1464	732.0	386%

Y. Patrol Alert Submission Report:

*	Received				Subject
00x	Date	Time	Code	Location	
A.					

Z. Incident Summaries:

01.	DECEMBER 05, 2018	19:30 HOURS	FSGI/CRASH REPORT		DEPUTY O. URBINA	
	EVENING SHIFT	9300 BENNING DR	BBVW	"N/A"	HC:	1812-00018
<p>On DECEMBER 05, 2018, a WEDNESDAY, at approximately 1930 hours, while on patrol in the "Brae Burn Valley Contract", I Deputy O. Urbina was performing routine patrol and law enforcement services when I (Deputy O. Urbina) got dispatched to a minor crash for service. Upon making contact with the drivers deputy discovered the at-fault driver had failed to stop and give information. Deputy gathered all pertinent information needed to make a report. Report Generated. A FSGI warrant was later issued for the at fault driver. The patrol activity type is "PAT=Y".</p>						

02.	DECEMBER 07, 2018	18:19 HOURS	BURGLARY OF A HABITATION		DEPUTY O. URBINA	
	EVENING SHIFT:	11800 GATLINBURG DR	BBVW	"F"	HC:	1812-00030
<p>On December 07, 2018, a Friday, at approximately 1819 hours, while on patrol in the "Brae Burn Valley Contract", I Deputy, O. Urbina was performing routine patrol and law enforcement services when I (Deputy O. Urbina) got dispatched to a burglary of a habitation call for service. Upon making contact with the complainant deputy discovered a Burglary had occurred with items being taken out of the secured residence, Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=T".</p>						

03.	DECEMBER 21, 2018	18:00 HOURS	BURGLARY MOTOR VEHICLE		DEPUTY O. URBINA	
	EVENING SHIFT:	9300 TWINS HILLS	BBVW	"M"	HC:	1812-00122
<p>On December 21, 2018, a Friday, at approximately 1800 hours, while on patrol in the "Brae burn Valley West Contract", Deputy O. Urbina was performing routine patrol and law enforcement services when I (Deputy O. Urbina) got flagged down in reference to a BMV call for service. Upon making contact with the complainant deputy discovered a Burglary had occurred with items being taken out of the secured vehicle, Deputy gathered all pertinent information needed to make a report. Report Generated. The patrol activity type is "PAT=T".</p>						

Sergeant Jon Meek

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