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**Date: December 16, 2018**

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 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.

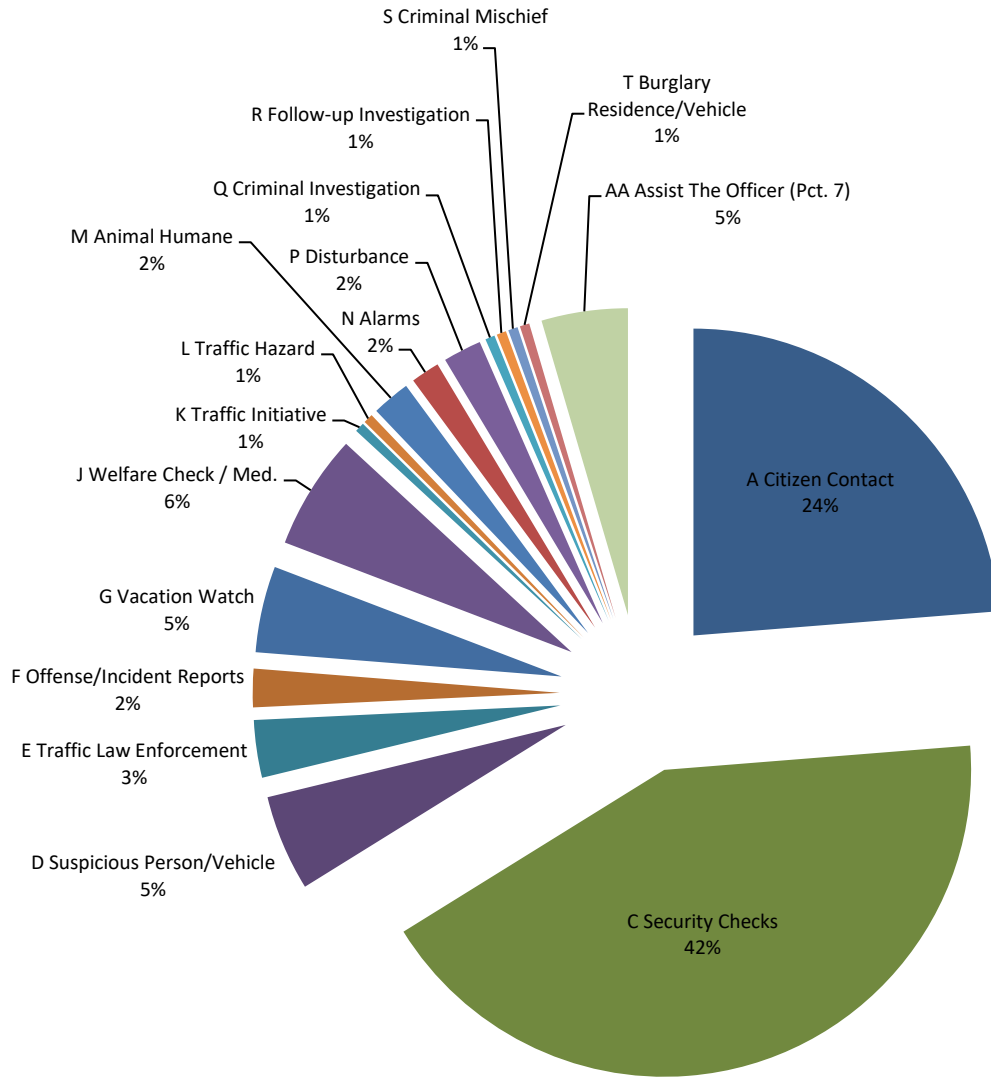
# A. Patrol Activity Monthly Total:

0198

*	Patrol Activity Types	7S17	7S26	TOT	AVER	%
A	Citizen Contact	34	13	47	23.5	24%
B	Patrol Alert	0	0	0	0.0	0%
C	Security Checks	40	44	84	42.0	42%
D	Suspicious Person/Vehicle	3	7	10	5.0	5%
E	Traffic Law Enforcement	1	5	6	3.0	3%
F	Offense/Incident Reports	4	0	4	2.0	2%
G	Vacation Watch	0	9	9	4.5	5%
H	Open Door / Window	0	0	0	0.0	0%
I	Assist Contract Citizen	0	0	0	0.0	0%
J	Welfare Check / Med.	8	4	12	6.0	6%
K	Traffic Initiative	0	1	1	0.5	1%
L	Traffic Hazard	1	0	1	0.5	1%
M	Animal Humane	4	0	4	2.0	2%
N	Alarms	2	1	3	1.5	2%
O	Mental Cases (171)	0	0	0	0.0	0%
P	Disturbance	1	3	4	2.0	2%
Q	Criminal Investigation	1	0	1	0.5	1%
R	Follow-up Investigation	1	0	1	0.5	1%
S	Criminal Mischief	1	0	1	0.5	1%
T	Burglary Residence/Vehicle	1	0	1	0.5	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	0	0	0.0	0%
X	Trespass Warning	0	0	0	0.0	0%
Y	Major/Minor Crash	0	0	0	0.0	0%
Z	Child Custody Disputes	0	0	0	0.0	0%
AA	Assist The Officer (Pct. 7)	7	2	9	4.5	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.	0	0	0	0.0	0%
*	<b>MONTH TOTALS</b>	<b>109</b>	<b>89</b>	<b>198</b>	<b>99.0</b>	<b>100%</b>

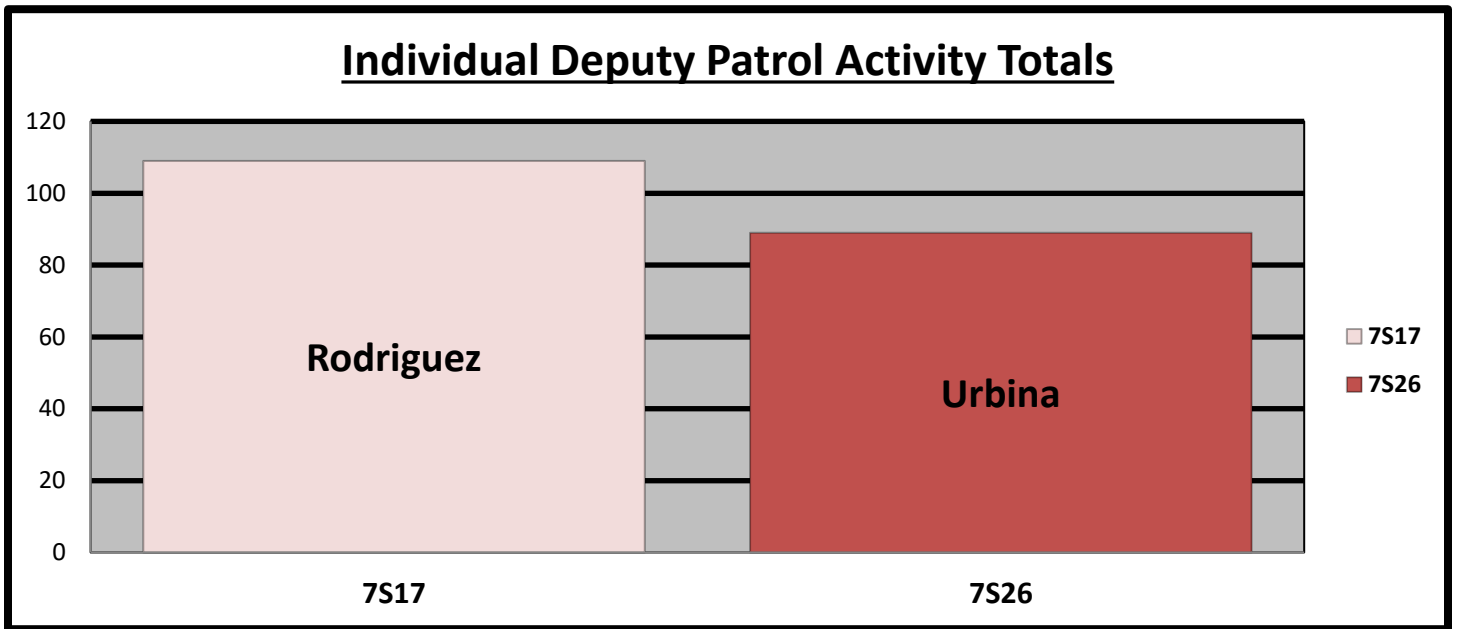
# A1. Patrol Activity Percentage:

## 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:**

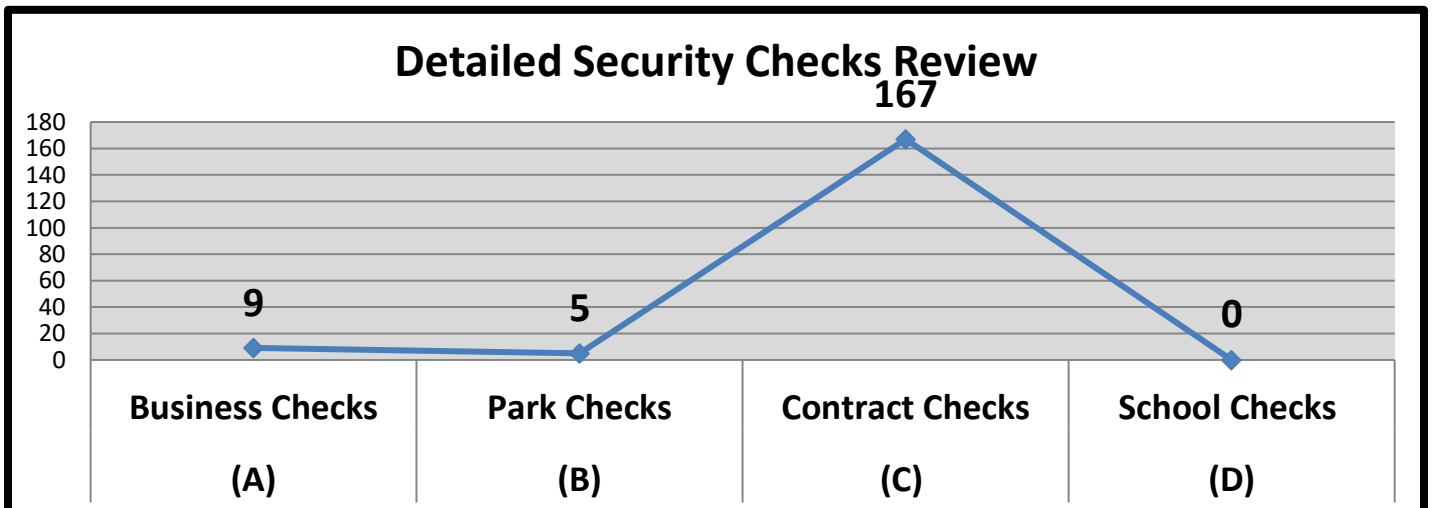


**C. Security Checks Monthly Total:**

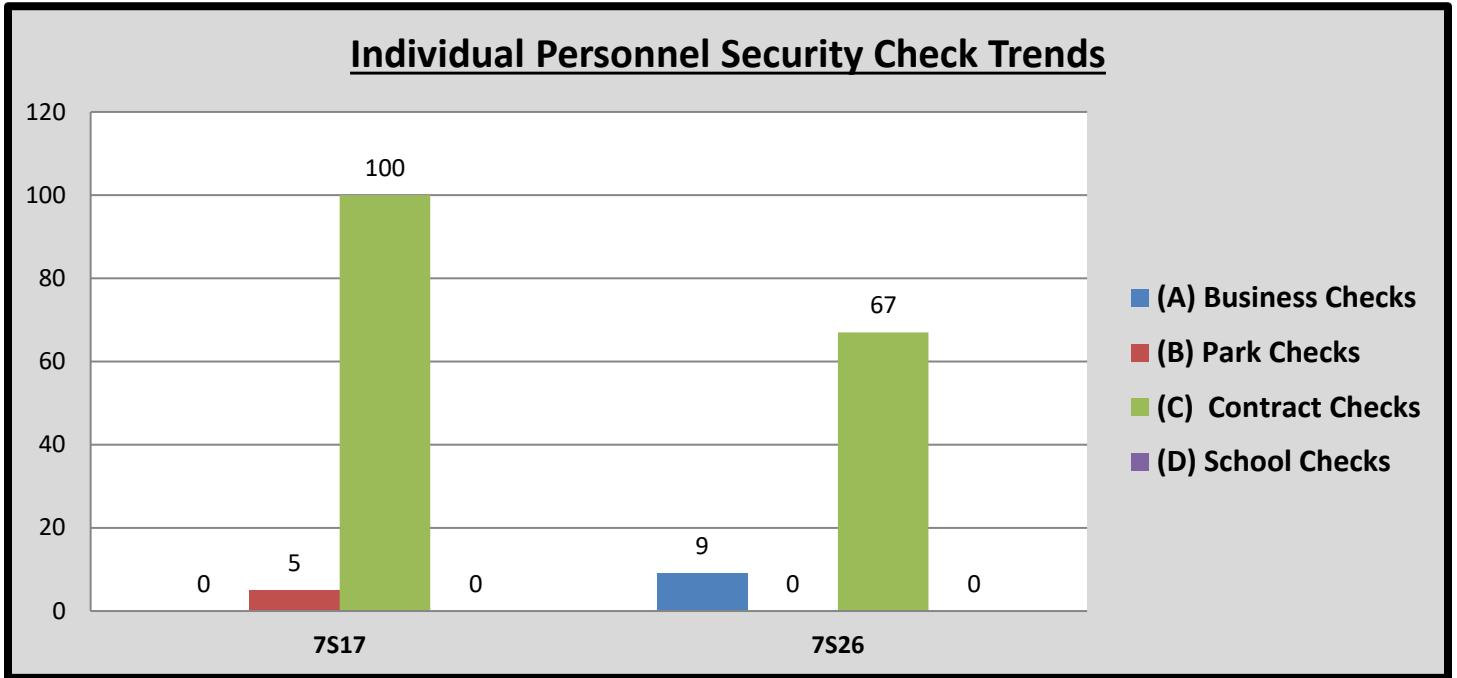
**0181**

*	Security Checks	7S17	7S26	TOT	AVER	%
(A)	Business Checks	0	9	9	4.5	5%
(B)	Park Checks	5	0	5	2.5	3%
(C)	Contract Checks	100	67	167	83.5	92%
(D)	Plaza Checks	0	0	0	0.0	0%
(E)	<i>Totals</i>	105	76	181	90.5	100%

**D. Detailed Security Checks Monthly:**



**E. Individual Personnel Security Check Trends:**



**F. CIT/MHO Dispositions Monthly Total:**

**000**

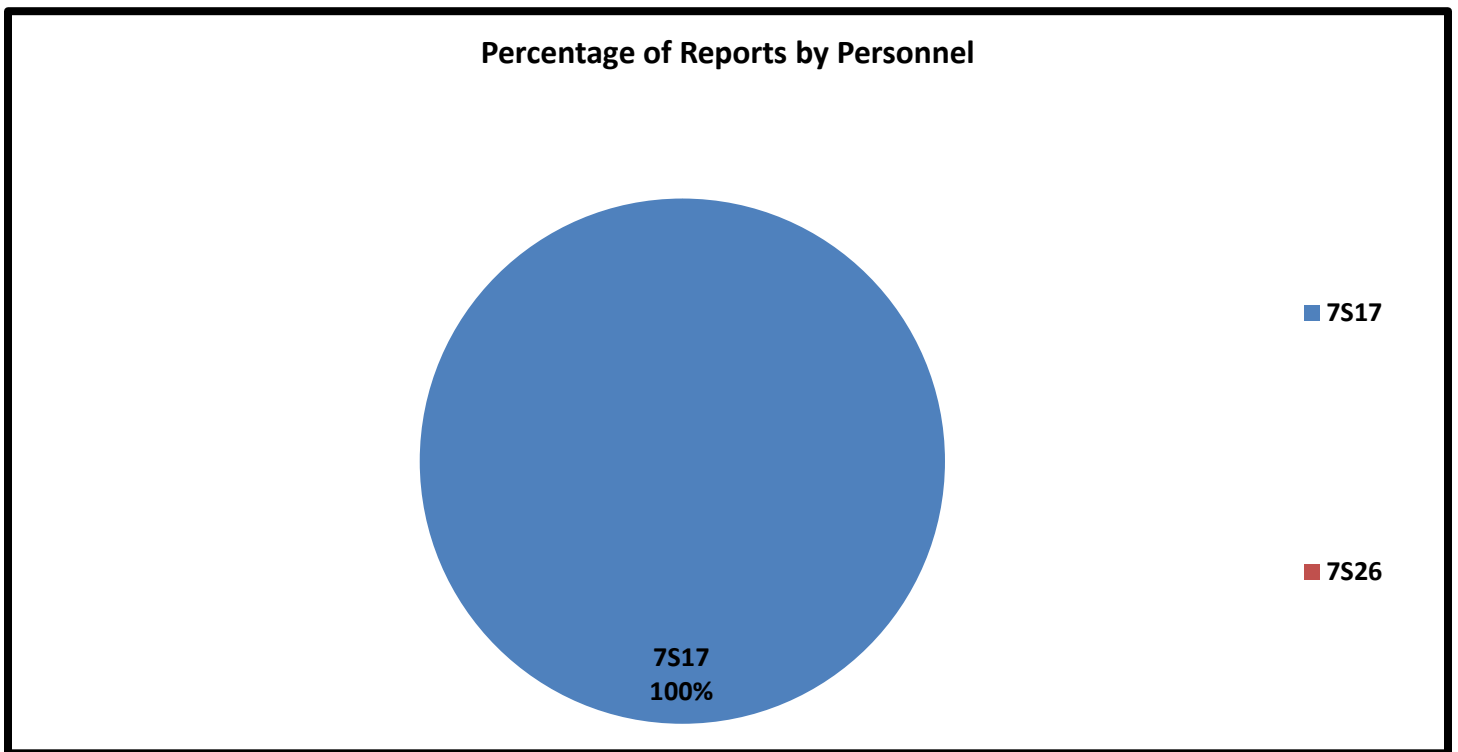
*	<i>C.I.T. Dispositions</i>	7S17	7S26	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

**G. Offense/Incident Reports Monthly Total:**

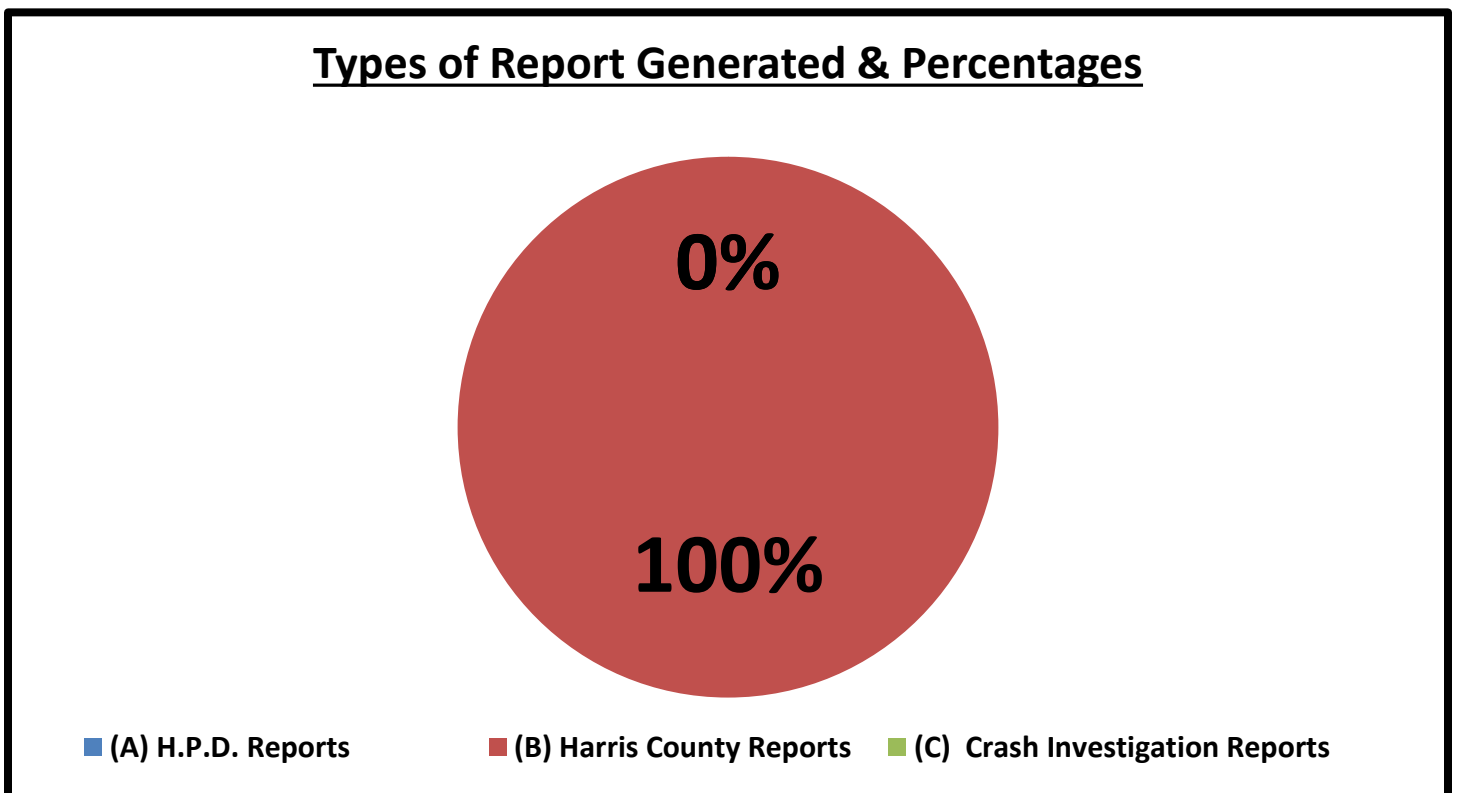
**004**

*	<i>Offense/Incident Reports</i>	7S17	7S26	TOT	AVER	%
(A)	H.P.D. Reports	0	0	0	0.0	0%
(B)	Harris County Reports	4	0	4	2.0	100%
(C)	Crash Investigation Reports	0	0	0	0.0	0%
(D)	<i>Totals</i>	4	0	4	2.0	100%

## H. Report Generation Percentages:



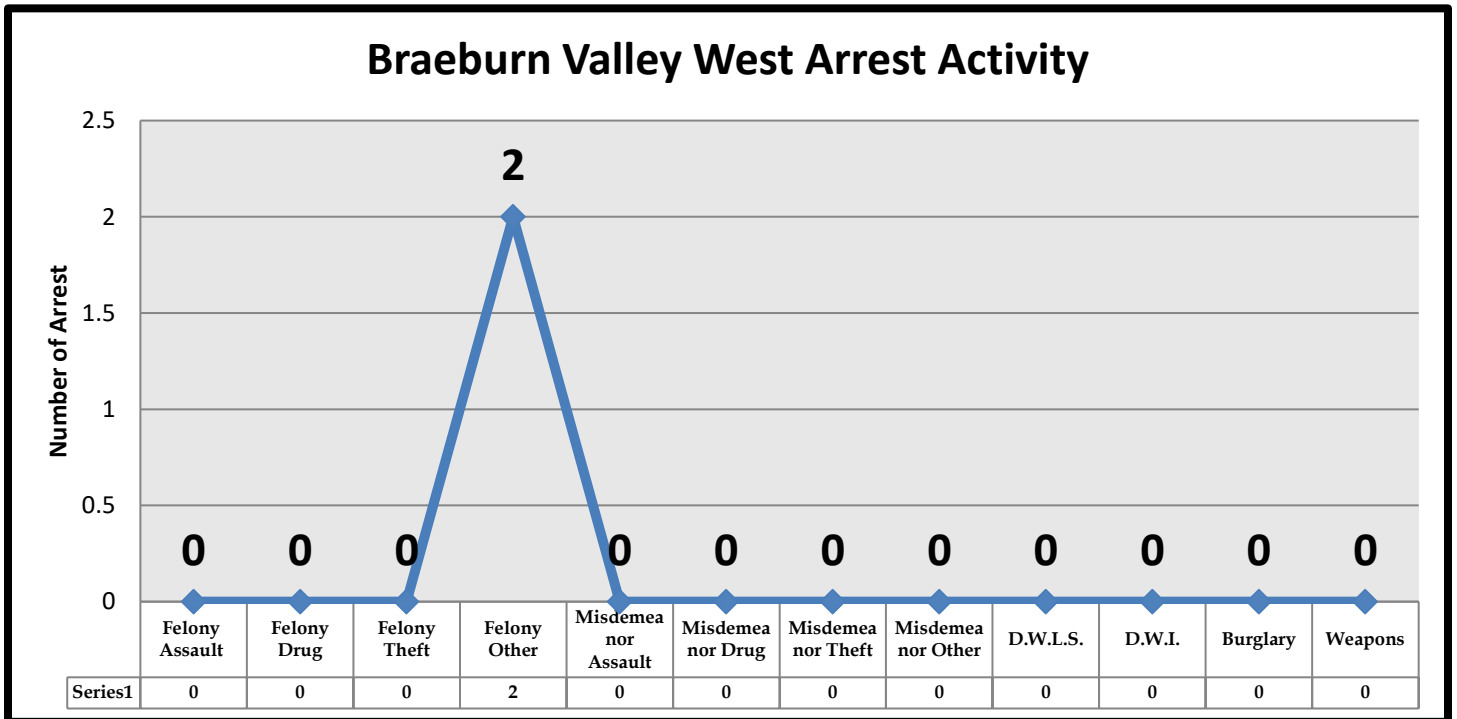
## I. Percentages:



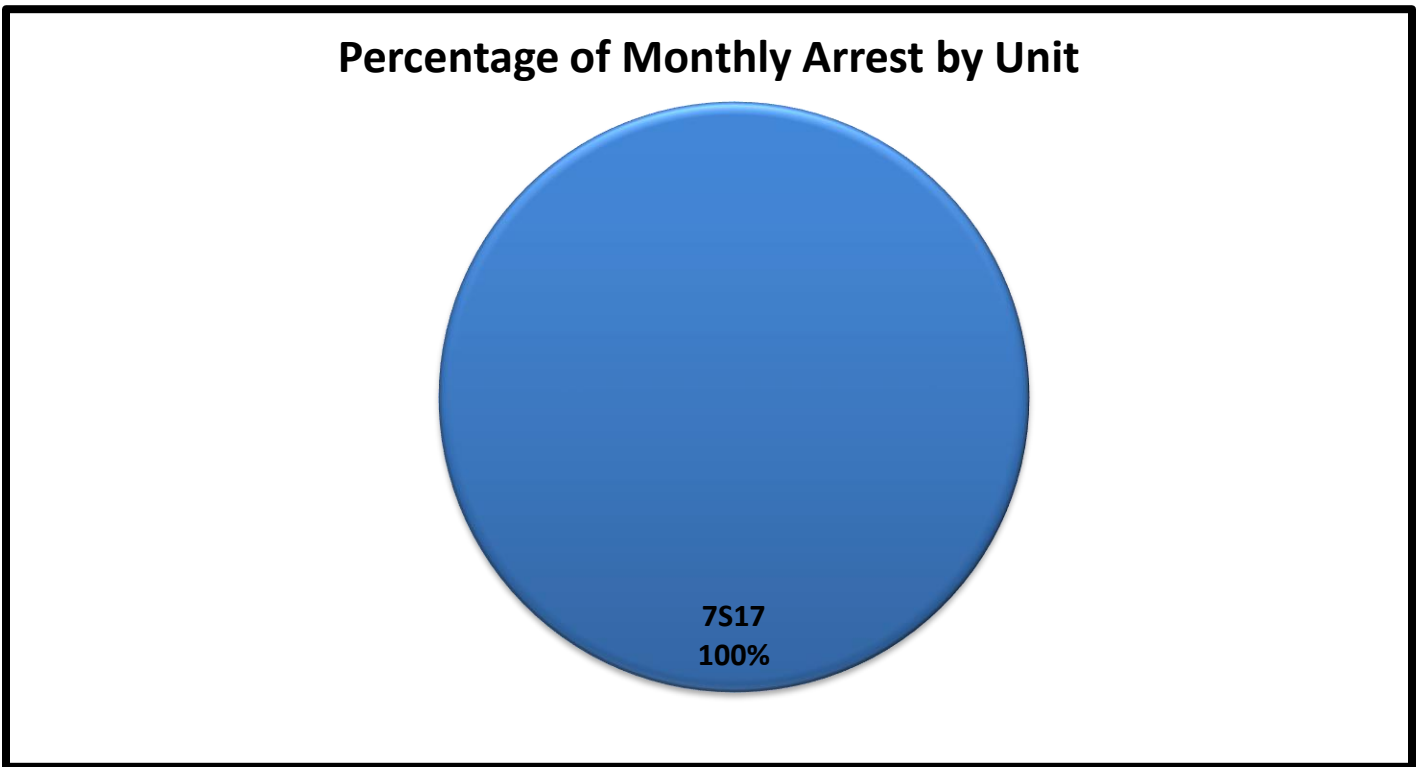
**J. Types of Criminal Arrests Monthly Total:**

*	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	2	0	2	1.0	100%
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	0	0	0.0	0%
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	2	0	2	1.0	100%

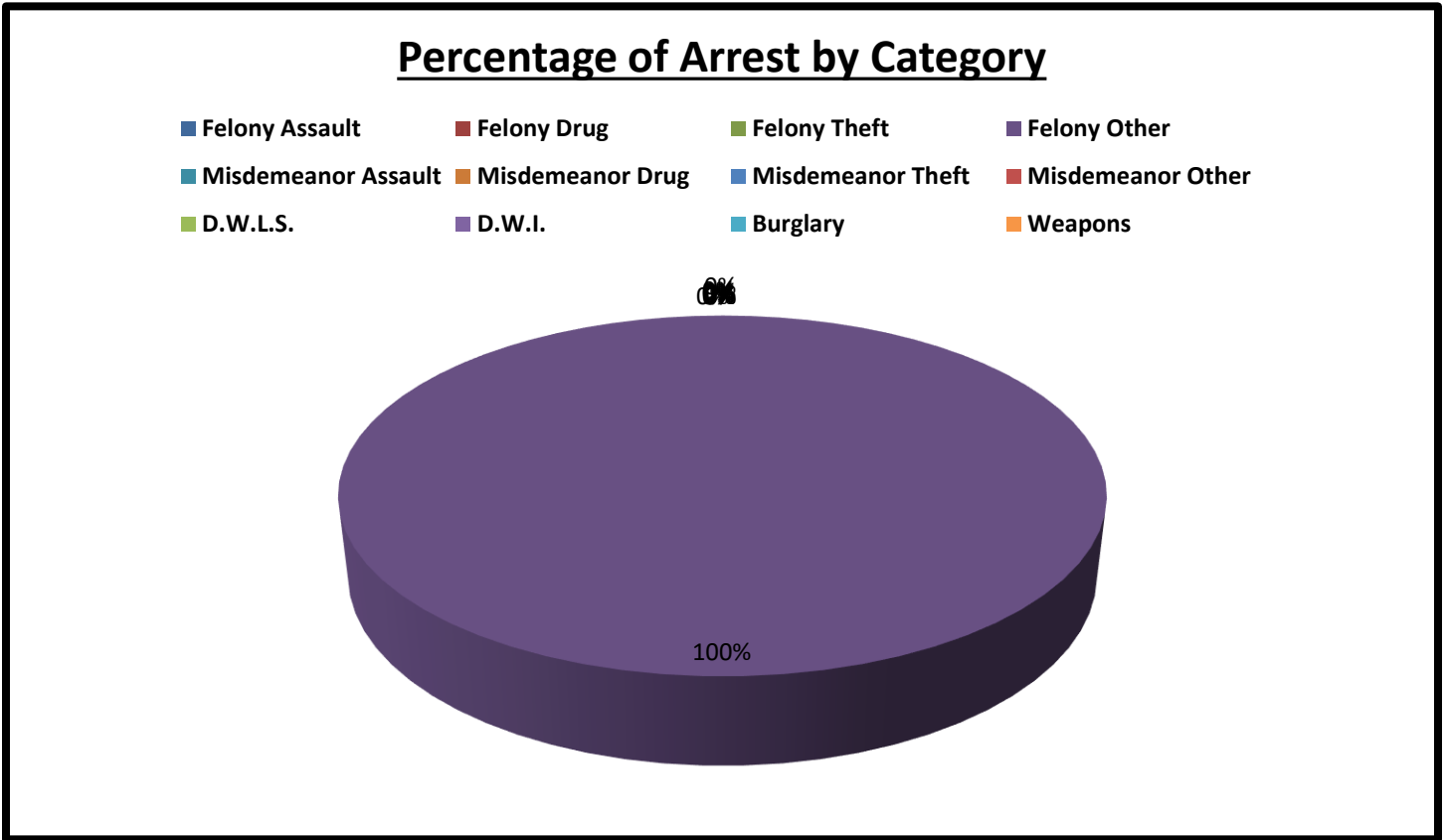
**K. Types of Criminal Arrests Monthly Total:**



**L. Types of Criminal Arrests Monthly Total:**



**M. Types of Criminal Arrests Monthly Total:**





**N. Executed Warrant Monthly Total:**

**000**

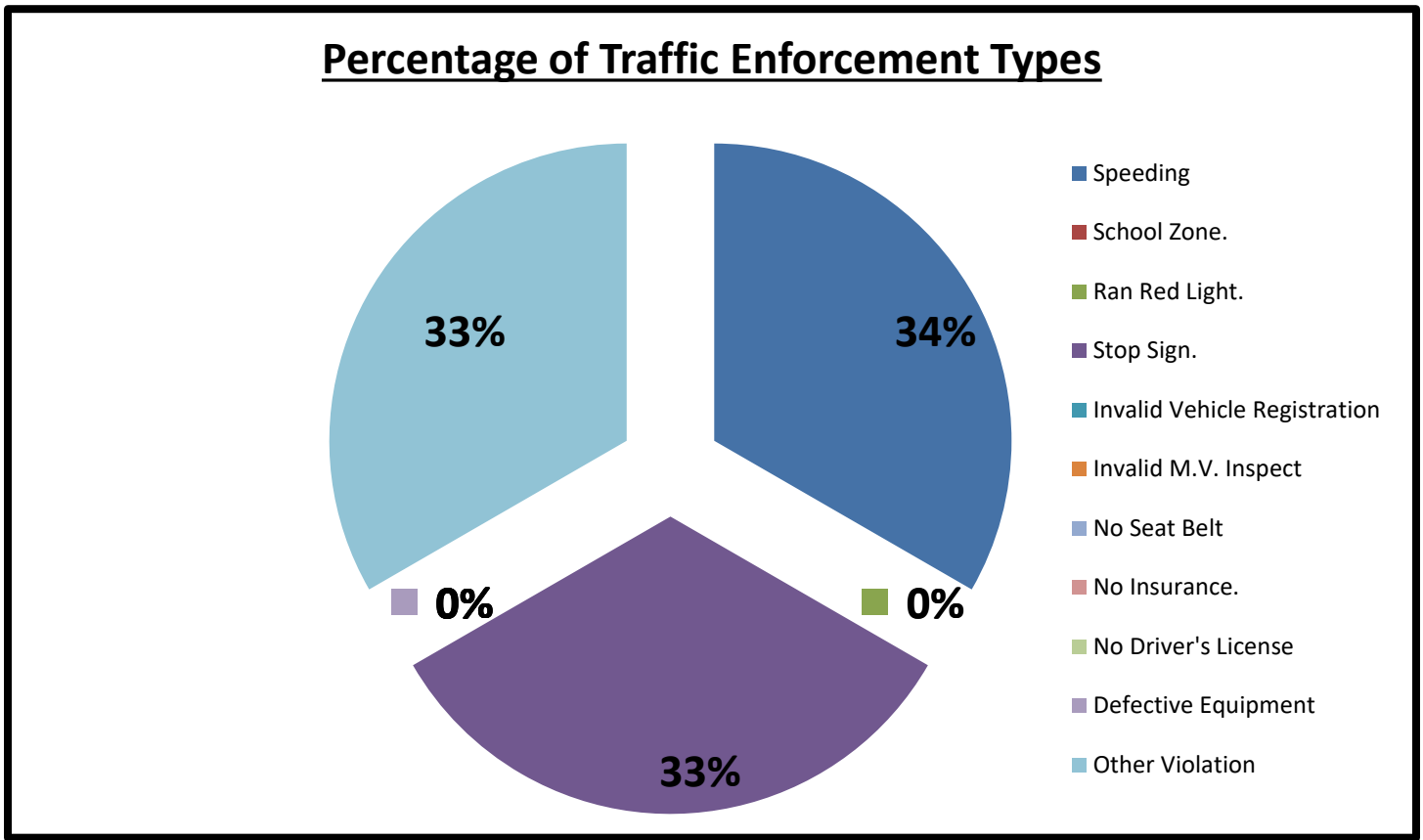
*	<i>Executed Warrants</i>	7S17	7S26	TOT	AVER	%
(A)	Felony Warrants	0	0	0	0.0	#DIV/0!
(B)	Misdemeanor Warrants	0	0	0	0.0	#DIV/0!
(C)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

**O. Traffic Law Enforcement Total:**

**006**

*	<i>Traffic Enforcement</i>	7S17	7S26	TOT	AVER	%
A	Speeding	0	1	1	0.5	33%
B	School Zone.	0	0	0	0.0	0%
C	Ran Red Light.	0	0	0	0.0	0%
D	Stop Sign.	0	1	1	0.5	33%
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	0	0	0.0	0%
I	No Driver's License	0	0	0	0.0	0%
J	Defective Equipment	0	0	0	0.0	0%
K	Other Violation	1	0	1	0.5	33%
L	Written Warnings	0	0	0	0.0	0%
M	Verbal Warning	0	3	3	1.5	100%
N	Citation	1	2	3	1.5	50%
O	<b>Total Violations</b>	1	5	6	3.0	100%

**P. Traffic Law Enforcement Total:**



**Q. Citations vs. Warnings Monthly Total:**

**006**

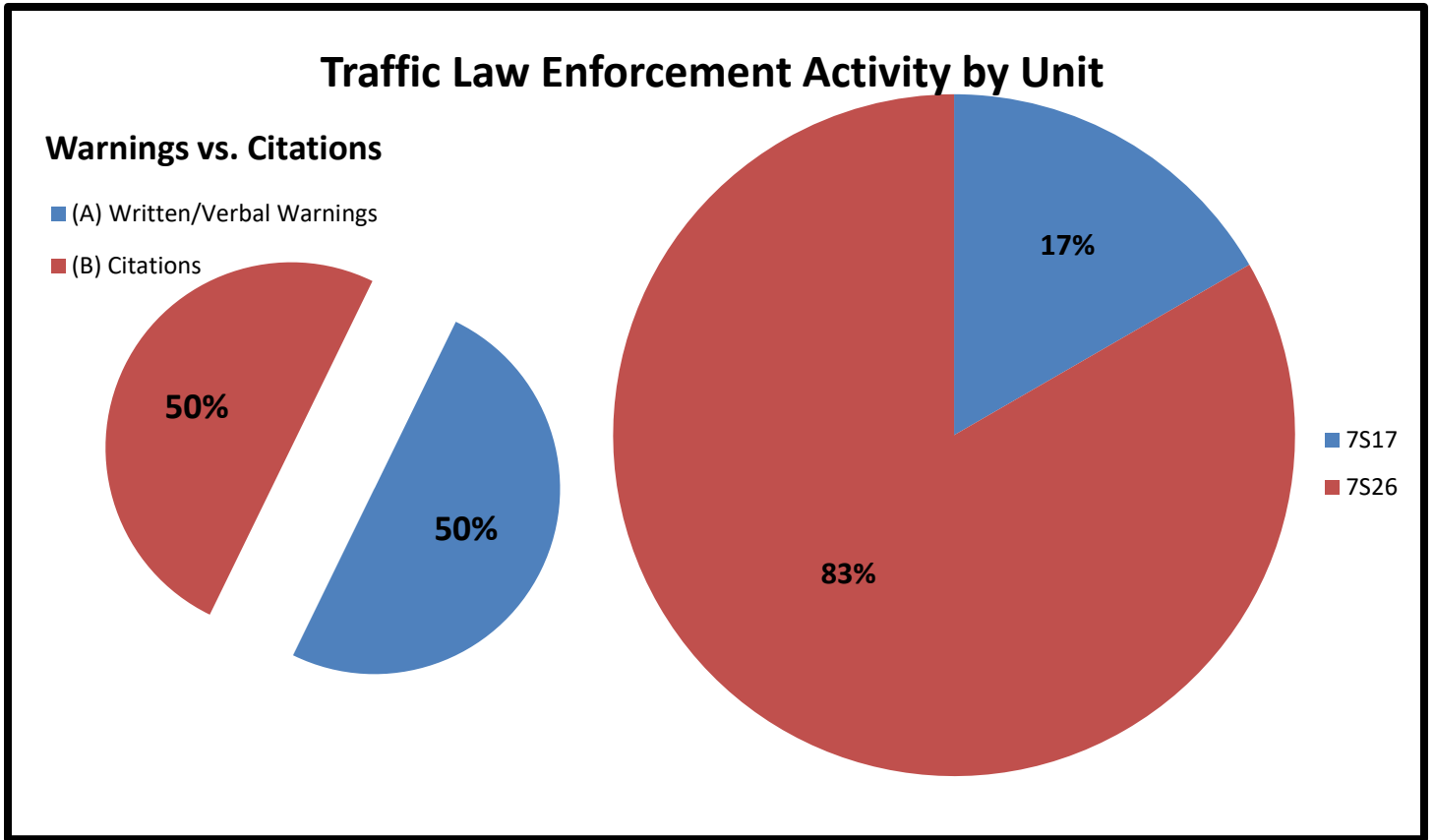
*	<i>Warnings vs. Citations</i>	7S17	7S26	TOT	AVER	%
(A)	Written/Verbal Warnings	0	3	3	1.5	50%
(B)	Citations	1	2	3	1.5	50%
(C)	<i>Totals</i>	1	5	6	3.0	100%

**R. Sources of Calls for Service Monthly Total:**

**194**

*	<i>Sources of Calls for Service</i>	7S17	7S26	TOT	AVER	%
(A)	On View	0	0	0	0.0	0%
(B)	Dispatched	8	11	19	9.5	10%
(C)	Self-Initiated	97	78	175	87.5	90%
(D)	<i>Totals</i>	105	89	194	97.0	100%

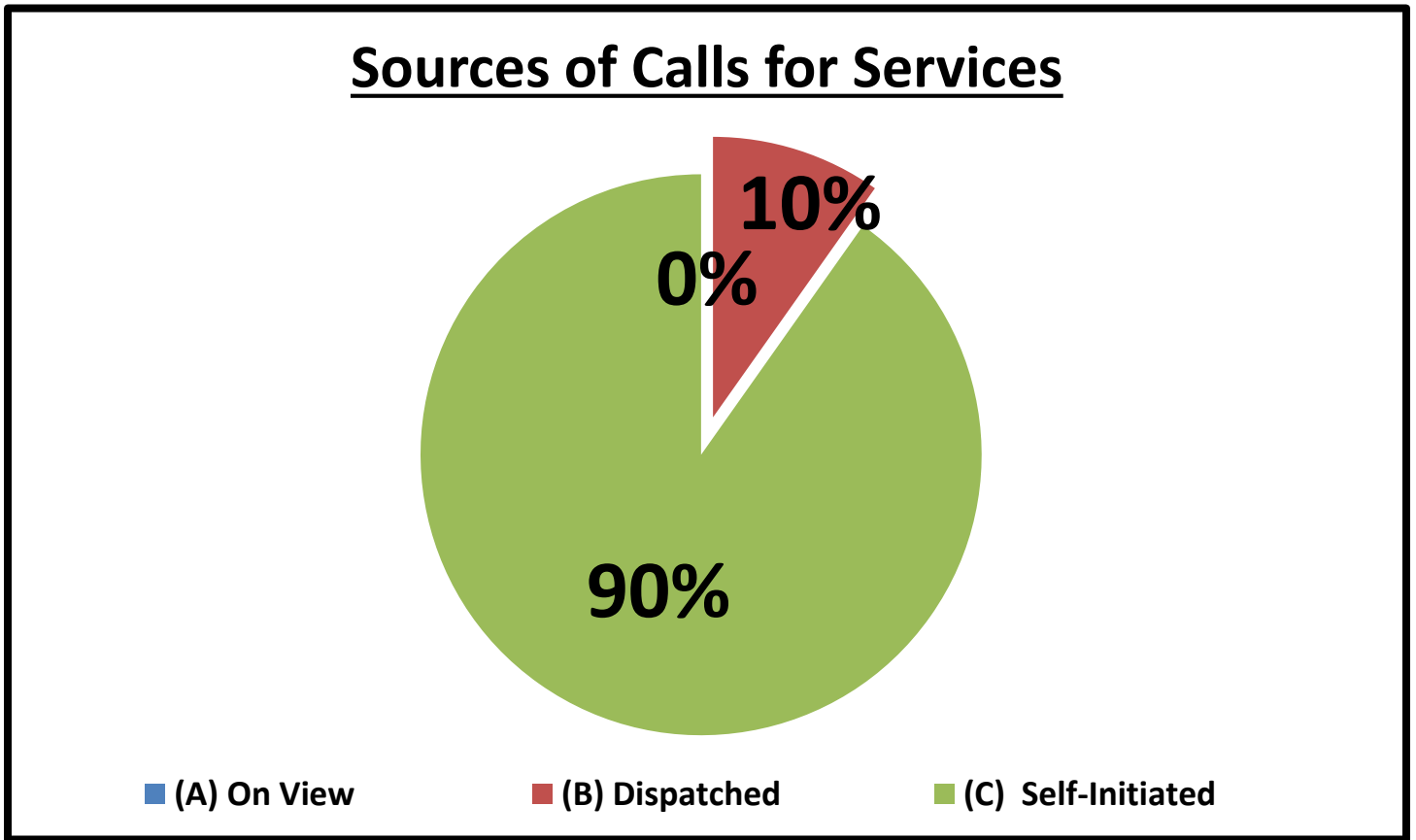
**S. Sources of Calls for Service Percentages:**



**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	8%	12%	10%	0.0	8%
(C)	Self-Initiated	92%	88%	90%	0.5	92%
(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: 024**

*	<i>Free Reserve Personnel Time</i>	7S17	7S26		TOT	AVER	%
(A)	<i>Totals</i>	24	0		24	12.0	100%

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

*	Unit	7S17	7S26		TOT	AVER
1	Patrol Activity	109	89		198	99.0
2	Security Checks	105	76		181	90.5
3	C.I.T. Interactions	0	0		0	0.0
4	Offense/Incident Reports	4	0		4	2.0
*	<i>Total Service Calls</i>	218	165		383	191.5
1	Criminal Arrests	2	0		2	1.0
2	Citations Issued	1	2		3	1.5
3	Written & Verbal Warnings	0	3		3	1.5
*	<i>Enforcement Service Calls</i>	3	5		8	4.0
*	<i>Total Hours</i>	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	0		0	0.0
*	<i>Hours Actually Worked</i>	160	160		320	160.0
*	<i>Unit Productivity Ratio</i>	1.4	1.1		1.2	1.2

**X. Mileage Total:**

**0977**

*	Mileage	7S17	7S26		TOT	AVER	%
(A)	<i>Totals</i>	541	436		977	488.5	493%

**Y. Patrol Alert Submission Report:**

*	<i>Received</i>				<i>Subject</i>
00x	<i>Date</i>	<i>Time</i>	<i>Code</i>	<i>Location</i>	
A.					

## Z. Incident Summaries:

<b>01.</b>	<b>NOVEMBER 18, 2018</b>	<b>1300 HRS</b>	<b>CRIMINAL MISCHIEF</b>		<b>DEPUTY M. RODRIGUEZ</b>	
	<b>DAYSHIFT:</b>	<b>10800 PLAINFIELD</b>	<b>BVW</b>	<b>"N/A"</b>	<b>HC:</b>	<b>1811-00098</b>
<p>On November 18, 2018, a <b>Sunday</b>, at approximately 1300 hours, while on patrol in the "Braeburn Valley West Contract" Deputy M. Rodriguez was performing routine patrol and law enforcement services when I, (Deputy M. Rodriguez) was Dispatched to the above location regarding a Criminal Mischief which already occurred. Deputy made contact with Reportee who observed an interior window to be damaged. Nothing was reported missing at this time. Deputy Rodriguez collected all pertinent information and provided a case card/number to the reportee. The patrol activity type is "<b>PAT=S</b>".</p>						

<b>02.</b>	<b>NOVEMBER 20, 2018</b>	<b>1400 HRS</b>	<b>BURGLARY OF HABITATION</b>		<b>DEPUTY M. RODRIGUEZ</b>	
	<b>DAYSHIFT:</b>	<b>10800 PLAINFIELD</b>	<b>BVW</b>	<b>"N/A"</b>	<b>HC:</b>	<b>1811-00098</b>
<p>On November 20, 2018, a <b>Tuesday</b>, at approximately 1400 hours, while on patrol in the "Braeburn Valley West Contract" Deputy M. Rodriguez was performing routine patrol and law enforcement services when I, (Deputy M. Rodriguez) was Dispatched to the above location in reference to a follow-up investigation. Deputy contacted Reportee's Husband who was not in town when the original call dropped. I was advised there were items taken from the residence which were not noticed originally. Deputy Rodriguez collected all pertinent information and provided a case card/number to the reportee. The patrol activity type is "<b>PAT=T</b>".</p>						

<b>03.</b>	<b>NOVEMBER 21, 2018</b>	<b>1300 HRS</b>	<b>BURGLARY OF HABITATION</b>		<b>DEPUTY M. RODRIGUEZ</b>	
	<b>DAYSHIFT:</b>	<b>10800 PLAINFIELD</b>	<b>BVW</b>	<b>"N/A"</b>	<b>HC:</b>	<b>1811-00098</b>
<p>On November 21, 2018, a <b>Wednesday</b>, at approximately 1300 hours, while on patrol in the "Braeburn Valley West Contract" Deputy M. Rodriguez was performing routine patrol and law enforcement services when I, (Deputy M. Rodriguez) was Dispatched to the above location in reference to a Disturbance regarding three Subjects and a weapon. Upon arrival Deputies contacted the Subjects and two were detained and later arrested. After further investigation several stolen weapons and other stolen items were recovered from the scene. Deputy Rodriguez collected all pertinent information and provided a case card/number to the reportee. Two suspects arrested. The patrol activity type is "<b>PAT=T</b>".</p>						

<b>04.</b>	<b>NOVEMBER 25, 2018</b>	<b>1100 HRS</b>	<b>BURGLARY MOTOR VEHICLE</b>		<b>DEPUTY M. RODRIGUEZ</b>	
	<b>DAYSHIFT:</b>	<b>10600 SAPLINGWAY</b>	<b>BVW</b>	<b>"N/A"</b>	<b>HC:</b>	<b>1811-00138</b>
<p>On November 25, 2018, a <b>Sunday</b>, at approximately 1100 hours, while on patrol in the "Braeburn Valley West Contract" Deputy M. Rodriguez was performing routine patrol and law enforcement services when I, (Deputy M. Rodriguez) was Dispatched to the above location in reference to a Burglary of Motor Vehicle which already occurred. Deputy made contact with Reportee who advised an unknown suspect made forced entry into the family vehicle and removed several valuable items. The suspect/vehicle was observed on camera and the investigation is still ongoing. Deputy Rodriguez collected all pertinent information and provided a case card/number to the reportee. The patrol activity type is "<b>PAT=T</b>".</p>						

## *Sergeant Jon Meek*

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