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**Date: June 4, 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: May Monthly Productivity Analysis Report  
Enclosure: **MPAR – May 2019**  
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                |

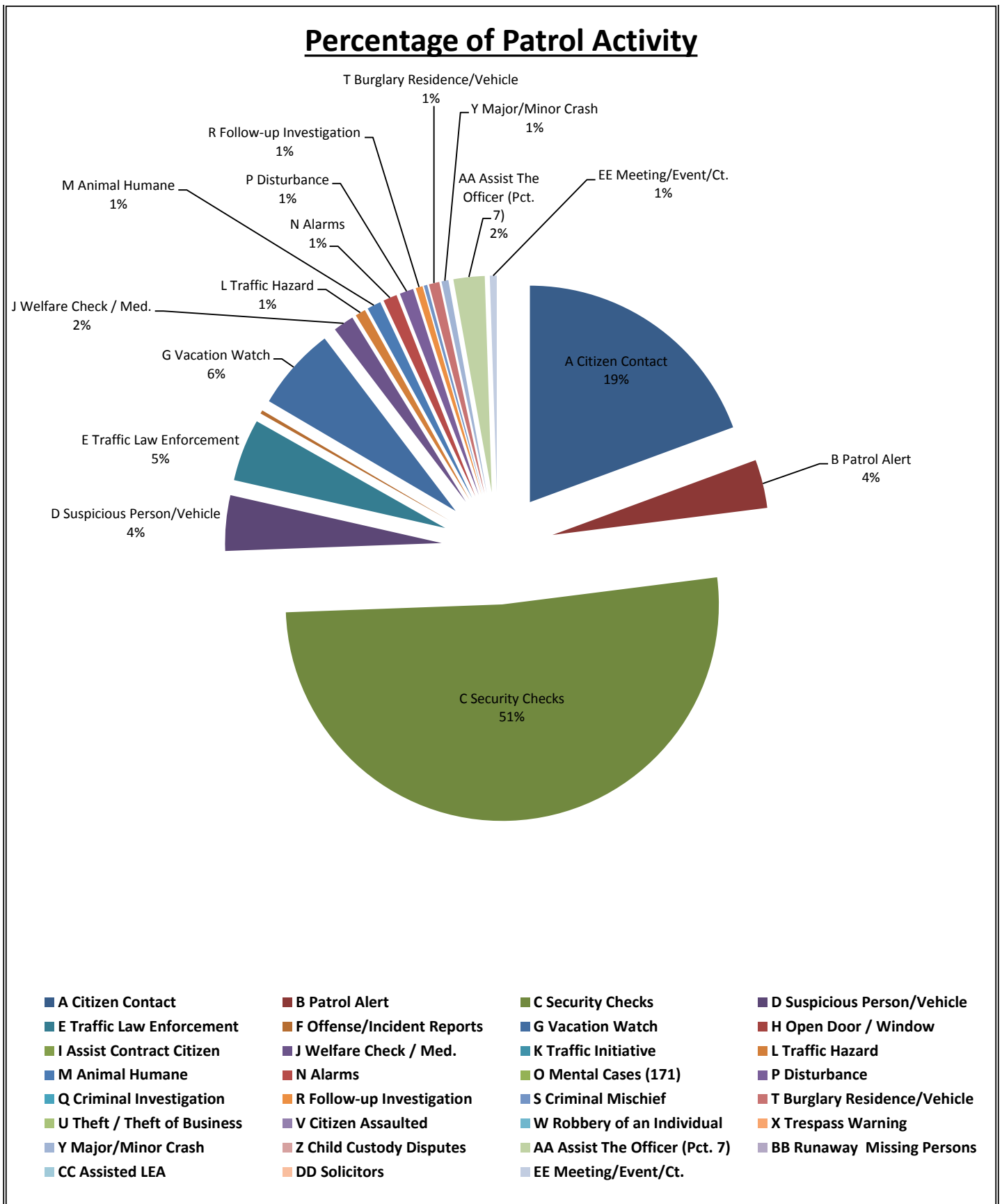
A cursory analysis of the statistical data from this report should be demonstrative of the quality of performance of this agency in realizing the contractual obligations and the overall achievement of the goals and objectives of this Agency and the Contract Division.

# A. Patrol Activity Monthly Total:

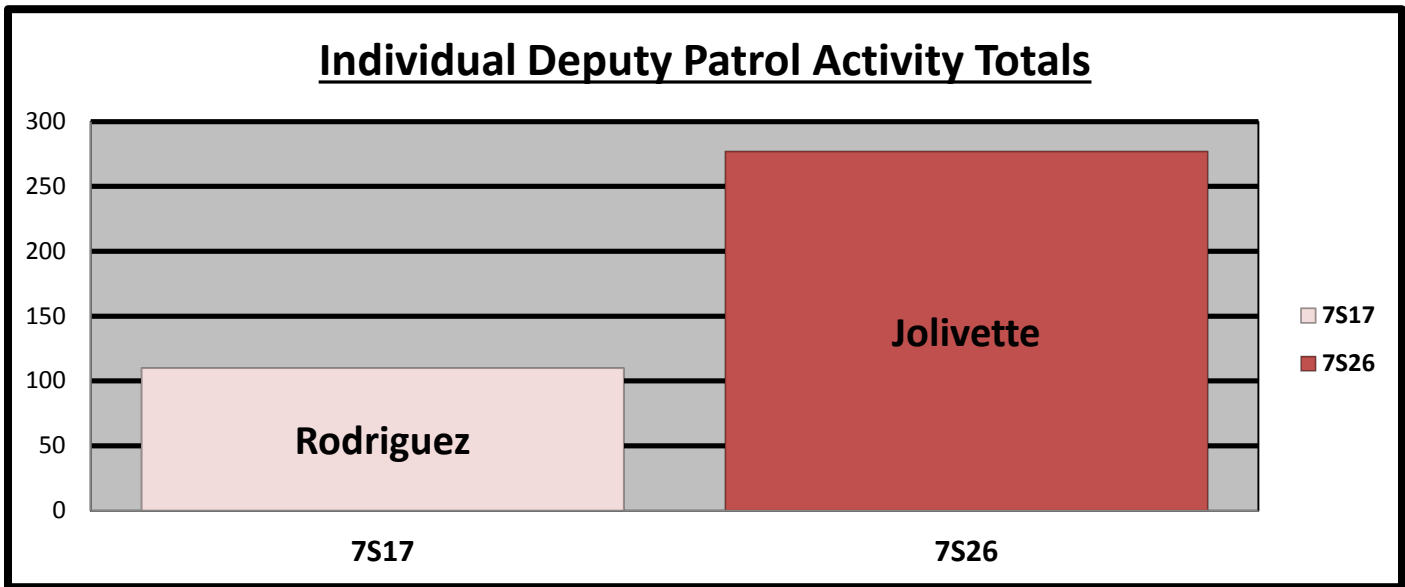
0387

*	Patrol Activity Types	7S17	7S26	TOT	AVER	%
A	Citizen Contact	24	51	75	37.5	19%
B	Patrol Alert	0	14	14	7.0	4%
C	Security Checks	47	152	199	99.5	51%
D	Suspicious Person/Vehicle	9	7	16	8.0	4%
E	Traffic Law Enforcement	6	12	18	9.0	5%
F	Offense/Incident Reports	1	0	1	0.5	0%
G	Vacation Watch	0	24	24	12.0	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.	3	3	6	3.0	2%
K	Traffic Initiative	0	0	0	0.0	0%
L	Traffic Hazard	2	1	3	1.5	1%
M	Animal Humane	2	2	4	2.0	1%
N	Alarms	1	3	4	2.0	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	1	1	2	1.0	1%
S	Criminal Mischief	0	1	1	0.5	0%
T	Burglary Residence/Vehicle	2	1	3	1.5	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	1	1	2	1.0	1%
Z	Child Custody Disputes	0	0	0	0.0	0%
AA	Assist The Officer (Pct. 7)	9	0	9	4.5	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.	2	0	2	1.0	1%
*	<b>MONTH TOTALS</b>	<b>110</b>	<b>277</b>	<b>387</b>	<b>193.5</b>	<b>100%</b>

# A1. Patrol Activity Percentage:



**B. Patrol Activity by Braeburn Valley West Personnel:**

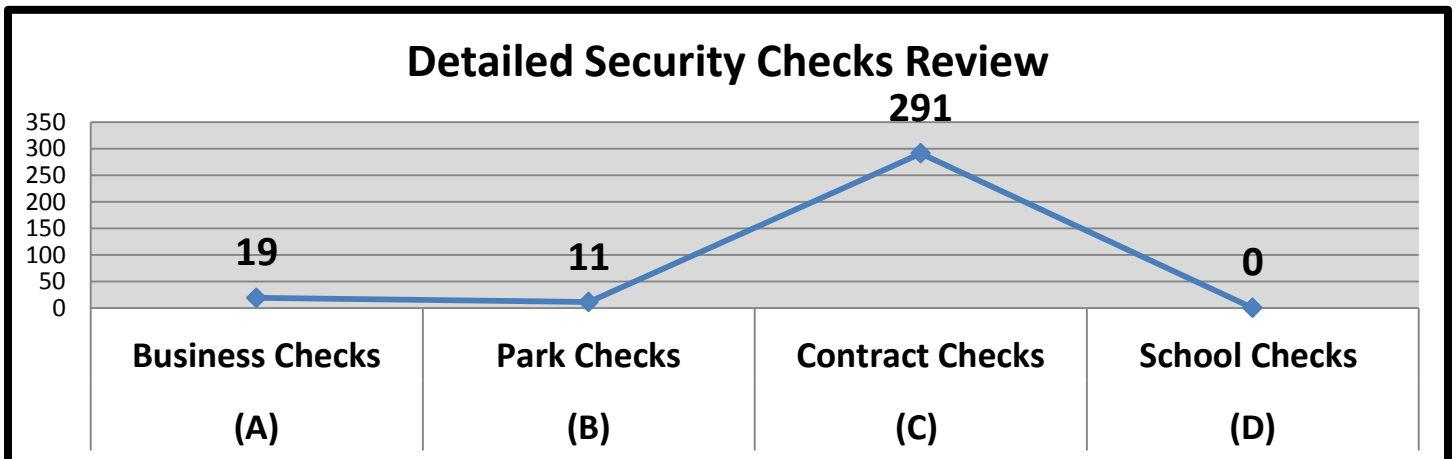


**C. Security Checks Monthly Total:**

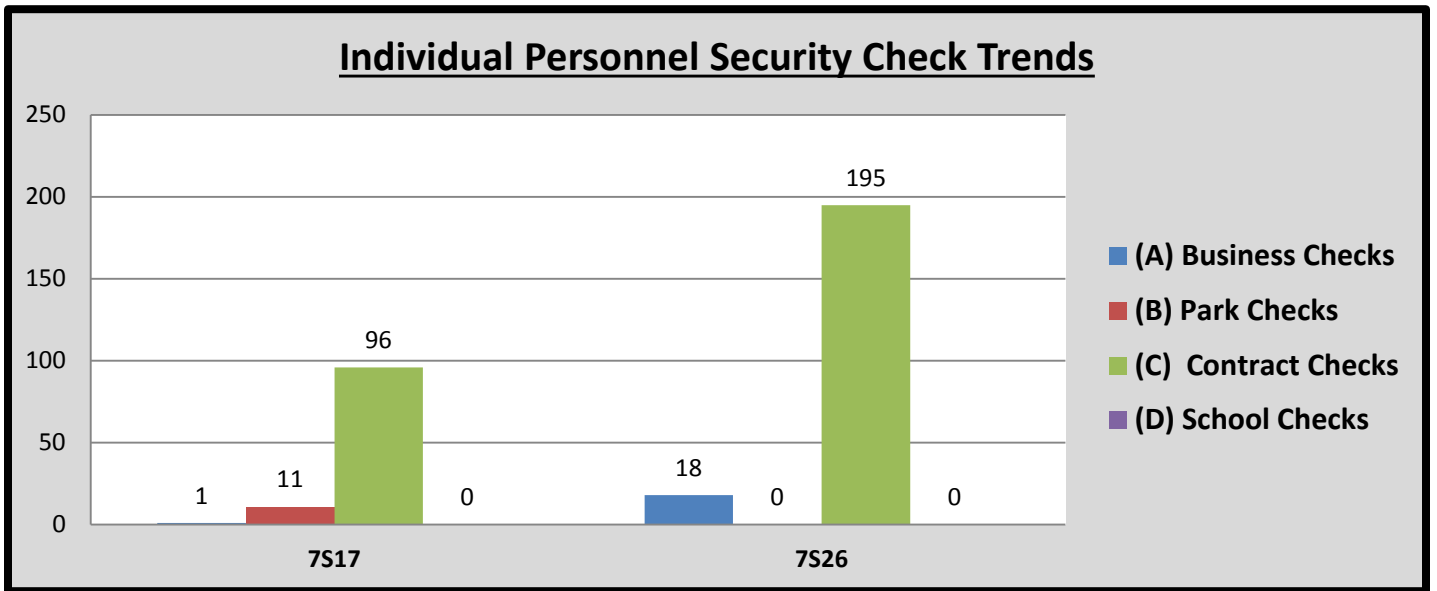
**0321**

*	Security Checks	7S17	7S26	TOT	AVER	%
(A)	Business Checks	1	18	19	9.5	6%
(B)	Park Checks	11	0	11	5.5	3%
(C)	Contract Checks	96	195	291	145.5	91%
(D)	Plaza Checks	0	0	0	0.0	0%
(E)	Totals	108	213	321	160.5	100%

**D. Detailed Security Checks Monthly:**



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



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

**000**

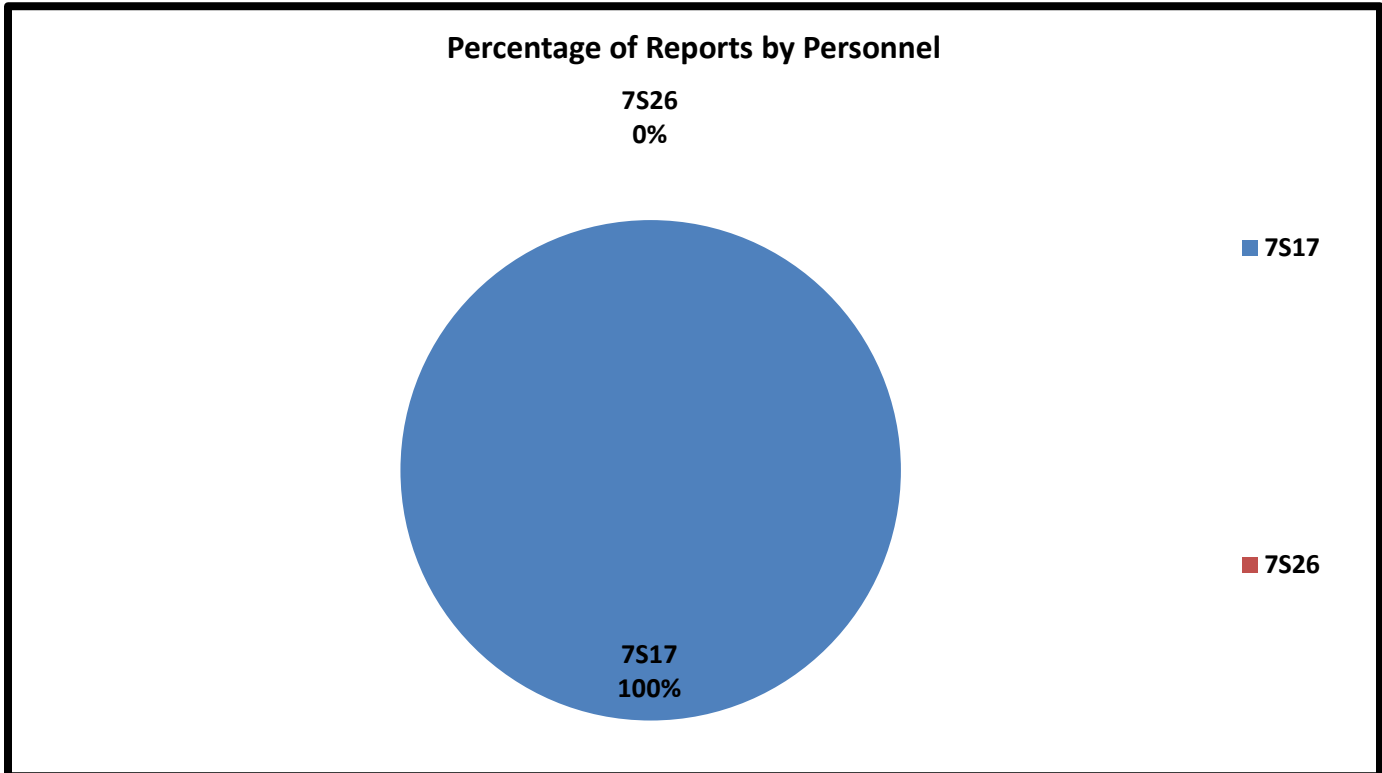
*	<i>C.I.T. Dispositions</i>	7S17	7S26	TOT	AVER	%
(A)	CIT/MHO Outside Referral	0	0	0	0.0	#DIV/0!
(B)	CIT/MHO Transport	0	0	0	0.0	#DIV/0!
(C)	CIT/MHO CIT Contact	0	0	0	0.0	#DIV/0!
(D)	CIT/MHO Arrest	0	0	0	0.0	#DIV/0!
(E)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

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

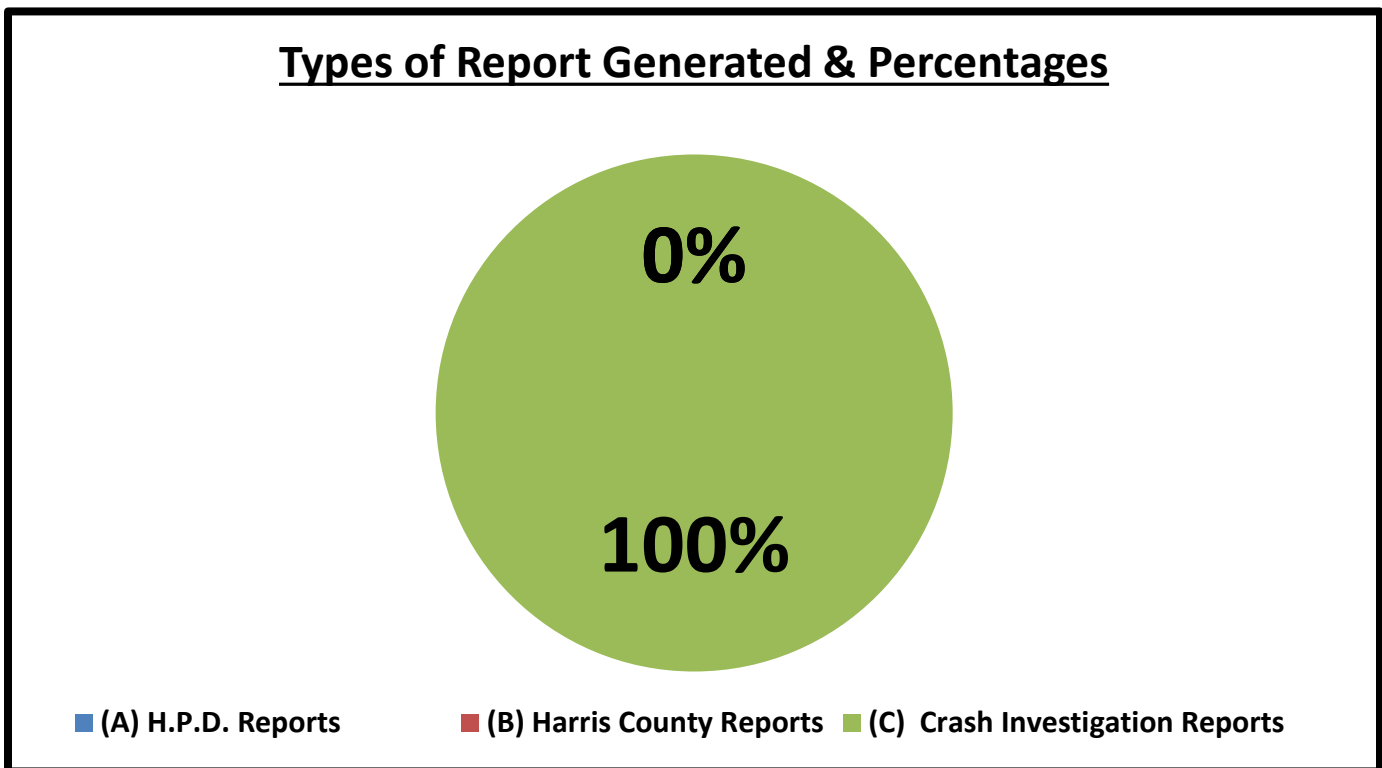
**001**

*	<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	0	0	0.0	0%
(C)	Crash Investigation Reports	1	0	1	0.5	100%
(D)	<i>Totals</i>	1	0	1	0.5	100%

## H. Report Generation Percentages:



## I. Percentages:

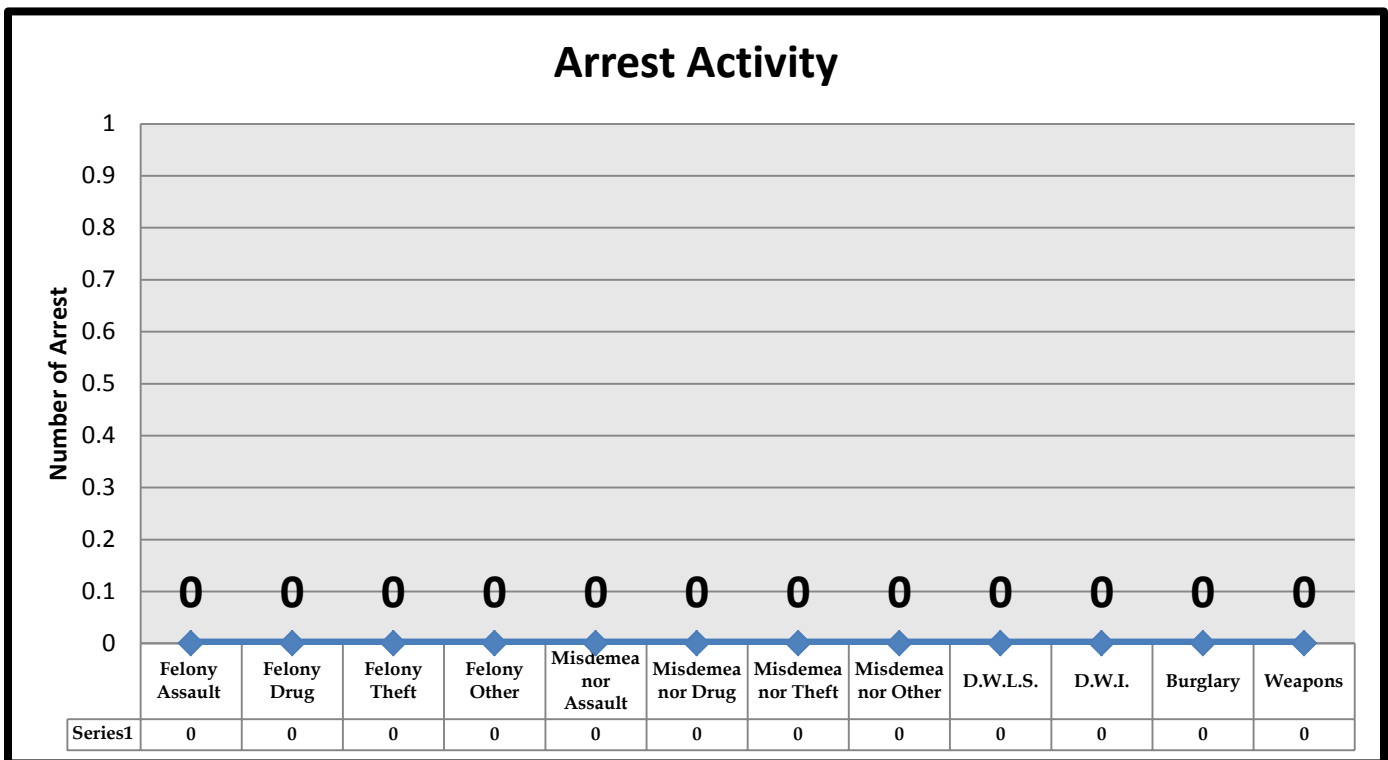


## J. Types of Criminal Arrests Monthly Total:

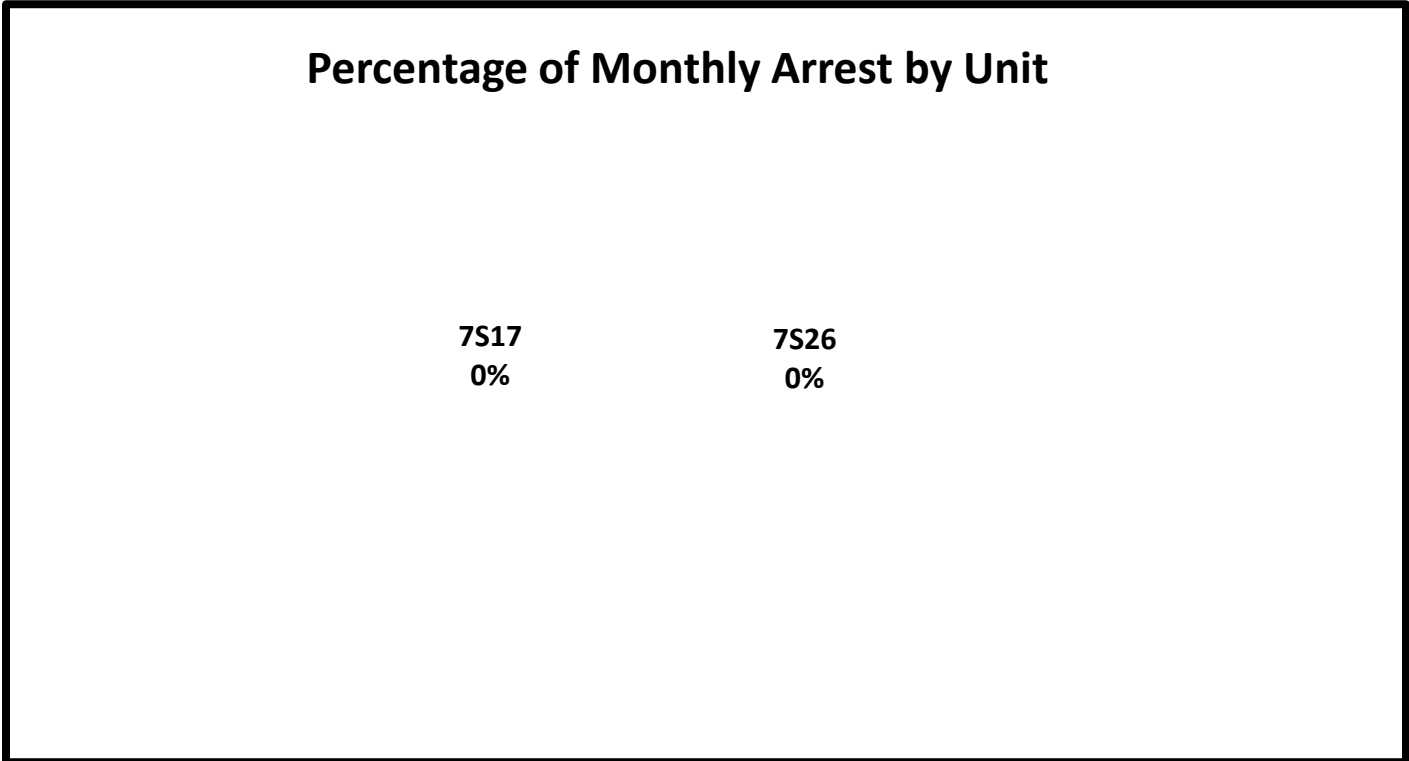
**000**

*	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	Totals	0	0	0	0.0	#DIV/0!

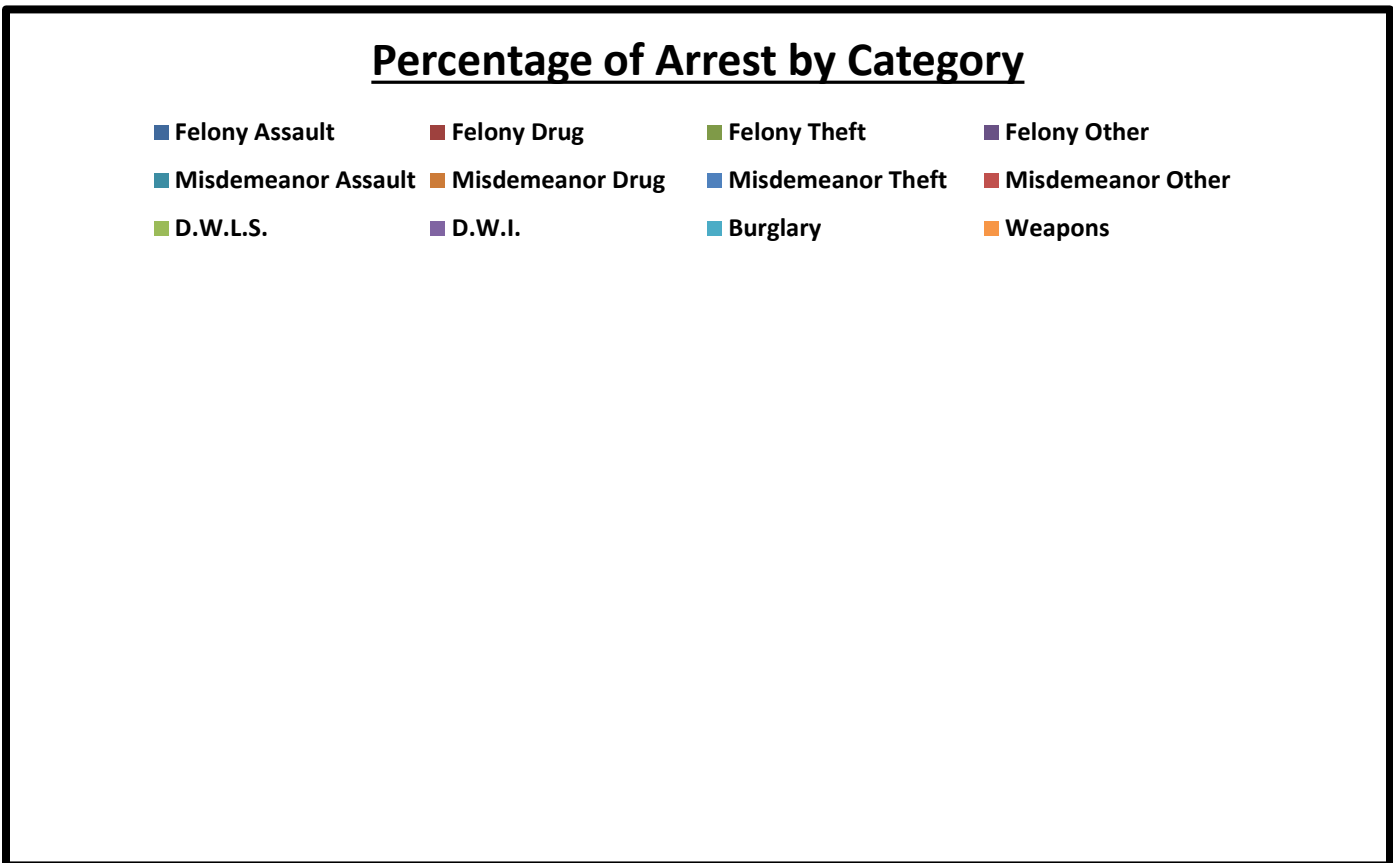
## K. Types of Criminal Arrests Monthly Total:



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



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





**N. Executed Warrant Monthly Total:**

**000**

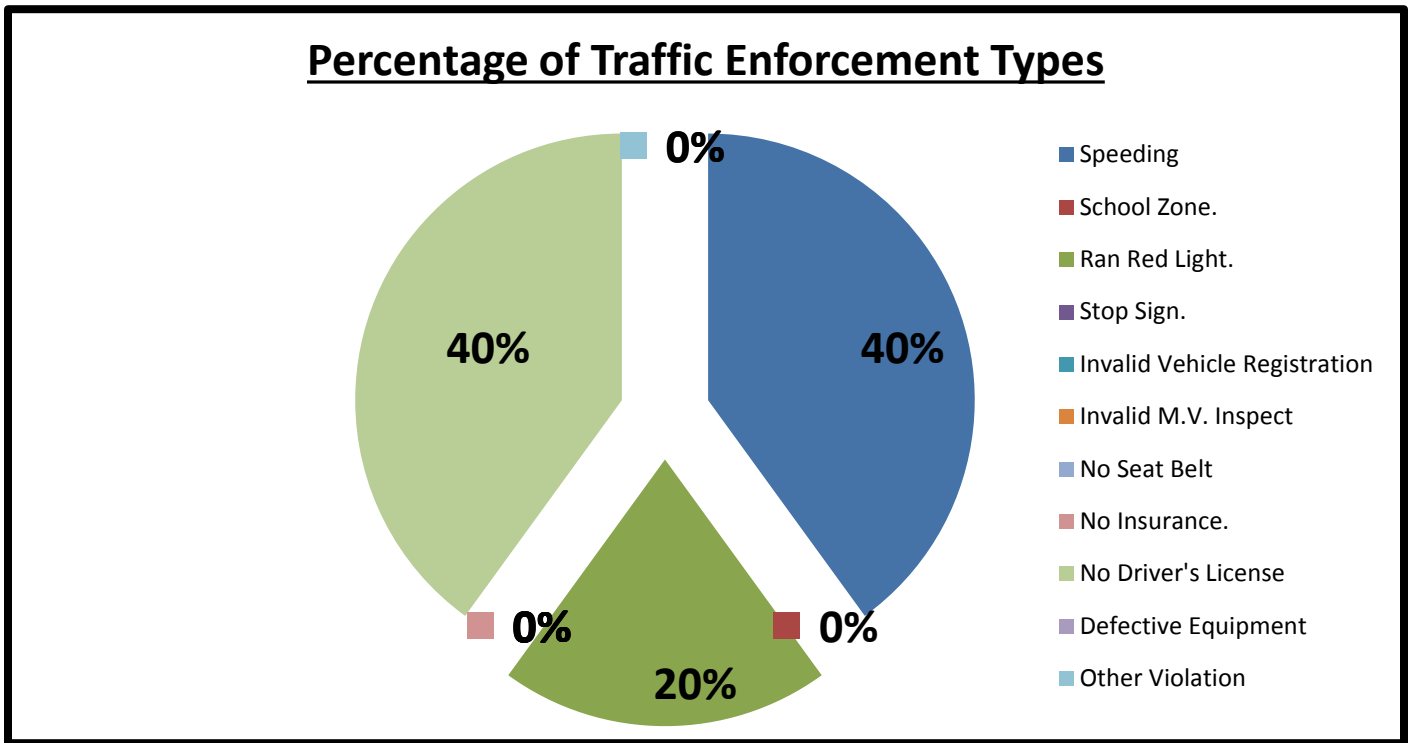
*	<i>Executed Warrants</i>	7S17	7S26	TOT	AVER	%
(A)	Felony Warrants	0	0	0	0.0	#DIV/0!
(B)	Misdemeanor Warrants	0	0	0	0.0	#DIV/0!
(C)	<i>Totals</i>	0	0	0	0.0	#DIV/0!

**O. Traffic Law Enforcement Total:**

**014**

*	<i>Traffic Enforcement</i>	7S17	7S26	TOT	AVER	%
A	Speeding	1	1	2	1.0	40%
B	School Zone.	0	0	0	0.0	0%
C	Ran Red Light.	0	1	1	0.5	20%
D	Stop Sign.	0	0	0	0.0	0%
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	2	2	1.0	40%
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	2	7	9	4.5	100%
N	Citation	1	4	5	2.5	36%
O	Total Violations	3	11	14	7.0	100%

**P. Traffic Law Enforcement Total:**



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

**014**

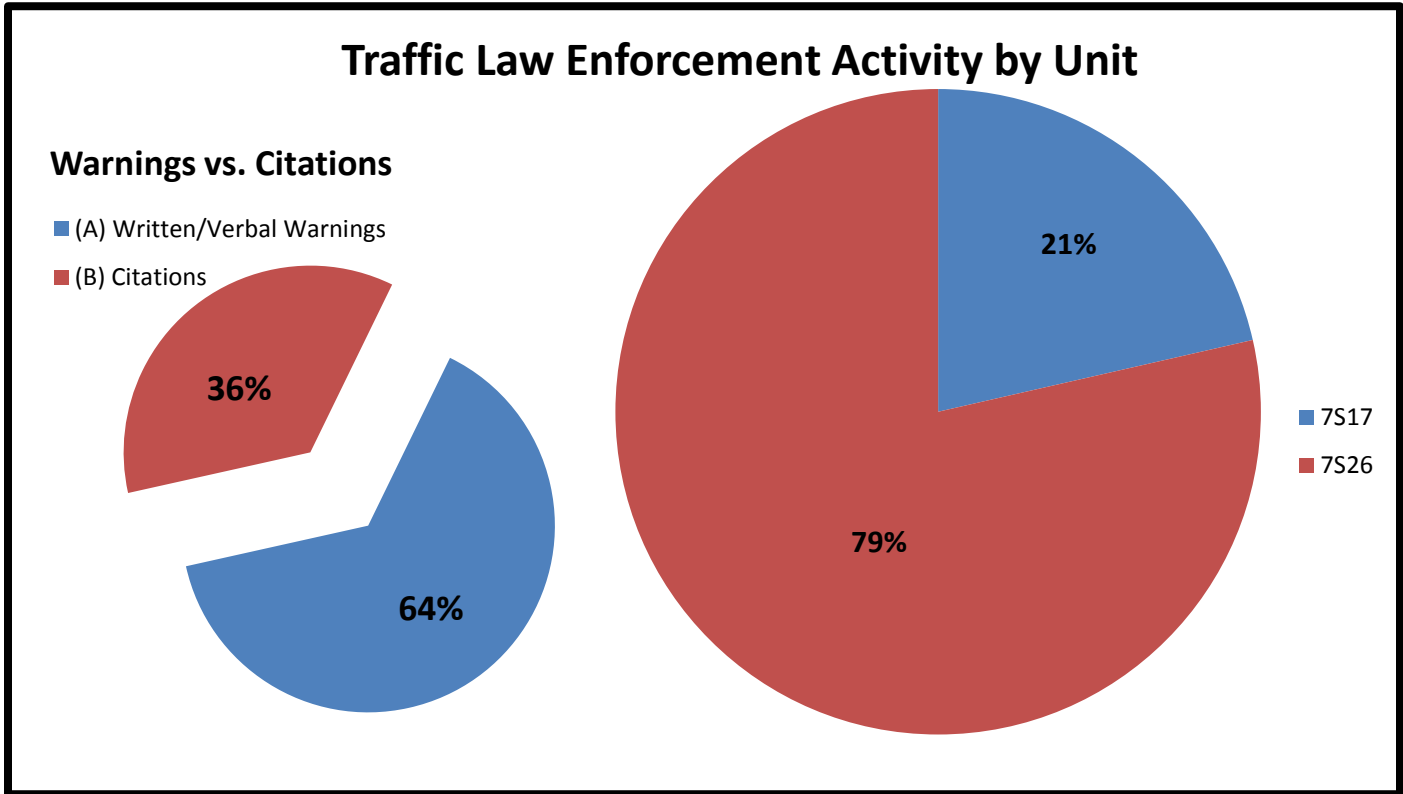
*	Warnings vs. Citations	7S17	7S26	TOT	AVER	%
(A)	Written/Verbal Warnings	2	7	9	4.5	64%
(B)	Citations	1	4	5	2.5	36%
(C)	<i>Totals</i>	3	11	14	7.0	100%

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

**386**

*	Sources of Calls for Service	7S17	7S26	TOT	AVER	%
(A)	On View	0	138	138	69.0	36%
(B)	Dispatched	10	21	31	15.5	8%
(C)	Self-Initiated	99	118	217	108.5	56%
(D)	<i>Totals</i>	109	277	386	193.0	100%

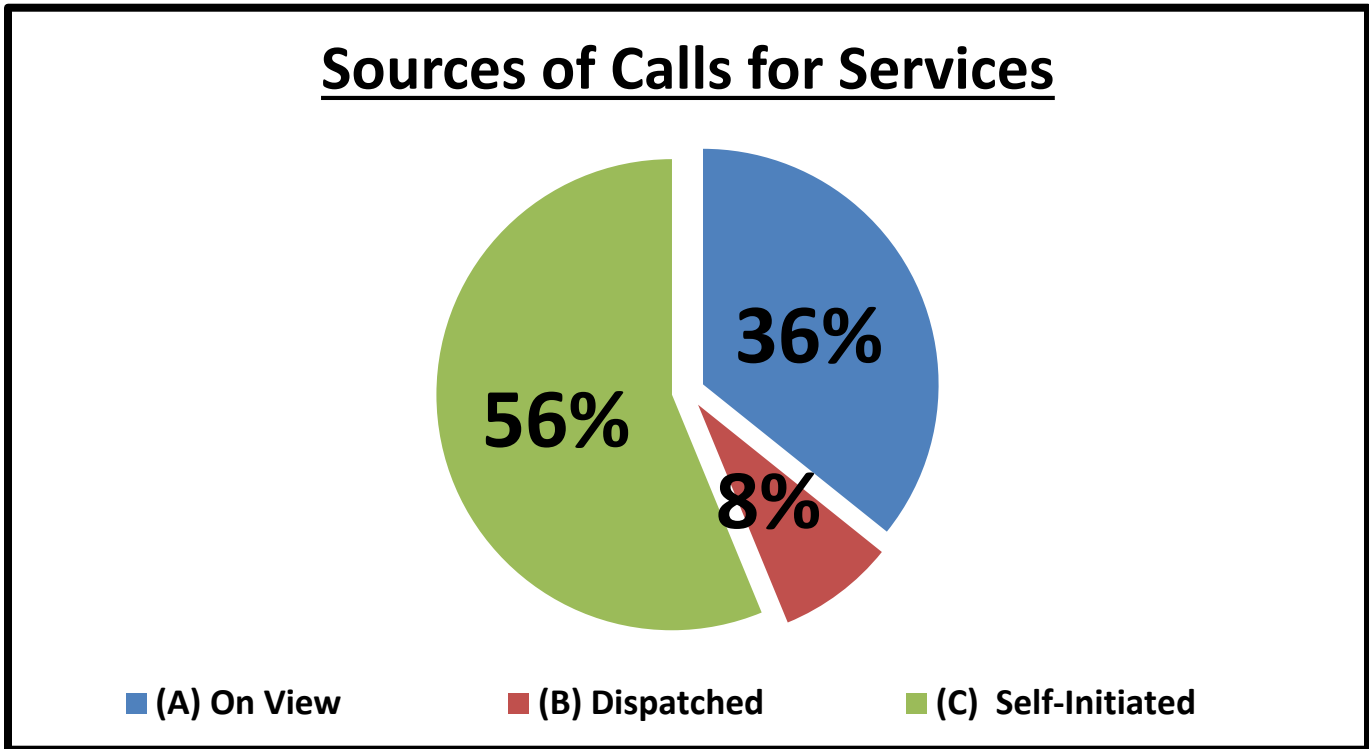
**S. Sources of Calls for Service Percentages:**



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

*	Sources of Calls for Service	7S17	7S26	TOT	AVER	%
(A)	On View	0%	50%	36%	0.2	36%
(B)	Dispatched	9%	8%	8%	0.0	8%
(C)	Self-Initiated	91%	43%	56%	0.3	56%
(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

*	<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	111	277		388	194.0
2	Security Checks	108	213		321	160.5
3	C.I.T. Interactions	0	0		0	0.0
4	Offense/Incident Reports	2	0		2	1.0
*	<i>Total Service Calls</i>	221	490		711	355.5
1	Criminal Arrests	0	0		0	0.0
2	Citations Issued	1	4		5	2.5
3	Written & Verbal Warnings	2	7		9	4.5
*	<i>Enforcement Service Calls</i>	3	11		14	7.0
*	Total Hours	160	160		320	160.0
1	Sick Time Used	0	16		16	8.0
2	Vacation Time Used	0	16		16	8.0
3	Training Time Used	0	0		0	0.0
4	Compensatory Time Used	0	0		0	0.0
*	<i>Hours Actually Worked</i>	160	128		288	144.0
*	<i>Unit Productivity Ratio</i>	1.4	3.9		2.5	2.5

## X. Mileage Total:

**1453**

*	Mileage	7S17	7S26		TOT	AVER	%
(A)	Totals	623	830		1453	726.5	374%

## Y. Patrol Alert Submission Report:

*	Received				Subject
00x	Date	Time	Code	Location	
A.					

## Z. Incident Summaries:

01.	MAY 09,2019	1600 HOURS	MINOR ACCIDENT		DEPUTY M. RODRIGUEZ	
	DAYSHIFT:	9000 WILLOW MEADOW	BBVW	"N/A"	HC:	1905-00064
	On May 09, 2019, a <b>Thursday</b> , at approximately 1600 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 flagged down in reference to a two vehicle Minor Accident which just occurred. After making contact with both drivers and collecting all pertinent information a crash report was created. Deputy Rodriguez then provided both drivers with a case number and business card. The patrol activity type is " <b>PAT=Y</b> ".					

***Sergeant Jon Meek***

Sergeant Jon Meek

Neighborhood Patrol Division, First Line Supervisor

Harris County Constable's Office of Precinct 713-643-6602