

OFFICE OF OPERATIONS

NOTICE NO. 3

January 22, 1997

TO: All Personnel, Office of Operations

RECEIVED

FROM: Director, Office of Operations

JAN 29 1997

PLANNING AND RESEARCH
DIVISION

SUBJECT: OFFICE OF OPERATIONS GOALS FOR 1997

At this time, I would like to commend each of you for your many accomplishments during 1996. I am proud of your demonstrated commitment to the goals set forth in 1996 and to the Department's Community Policing efforts.

An analysis of the Office of Operations (O.O.) achievements, with respect to the 1996 goals, determined that the goals were too broad. Therefore, the goals for 1997 will be more specific and less esoteric. These goals will be directed towards enhancing attention to the quality of life issues in the community. These issues include all the various nuisance problems that ultimately result in increased crime and an increase in the fear of crime. I have committed us to the following goals in 1997:

1. The Office of Operations will continue its commitment in establishing Community Policing efforts that will identify and address community problems.

To accomplish this goal, all O.O. personnel must continue to incorporate the Department's Community Policing philosophy as delineated in O.O. Order No. 9, 1995 and the Management Paper, "Community Policing: The Role of Patrol" to all aspects of Department operations. We must ensure that all O.O. personnel are trained to identify and address specific community problems during their daily delivery of police service.

We will accomplish this goal by adopting the following specific priorities:

Operations-Headquarters Bureau Priorities

The commanding officer shall be responsible for:

- * Establishing a working committee to develop and implement juvenile crime prevention, intervention, and program funding strategies. These strategies should address the anticipated increased number of juvenile offenders over the next five years.

- * Enhancing and improving the relationship between the District and City Attorney's Offices and geographic/specialized case carrying detectives. The goal for 1997, is to substantially improve case filing procedures, the quality of case preparations and to increase the percentage of cases filed, especially those involving violent crimes.

Bureau Commanding Officers' Priorities

The bureau commanding officers shall be responsible for:

- * Maintaining liaison with business, civic leaders and the media to enhance positive community/police relationships;
- * Ensuring that the Areas establish community policing goals that address quality of life issues in the communities;
- * Ensuring that community policing and problem-solving efforts are properly documented as delineated in O.O. Order No. 9, 1995.

Area Commanding Officers' Priorities

The Area commanding officers shall be responsible for:

- * Maintaining liaison with businesses, civic leaders and the media to enhance positive community/police relationships;
- * Ensuring that Community Policing goals that address quality of life issues in the communities are being met;
- * Working closely with officers and the Community-Police Advisory Board (C-PAB) members to jointly identify and address quality of life issues;
- * Ensuring that all Area personnel understand and use the Scanning, Analysis, Response and Assessment (SARA) problem-solving method and reporting format;
- * Coordinating the assistance of specialized Department entities to assist in accomplishing the Area's Community Policing goals;

- * Ensuring that the Area's Community Policing goals are regular supervisor meeting topics;
- * Ensuring that the performance evaluations of all personnel under their command include documentation of the employee's efforts towards the 1997 goals, Community Policing and problem-solving and use of the SARA problem solving method and reporting format.

Patrol Commanding Officers' Priorities

Patrol commanding officers shall be responsible for:

- * Supporting and implementing the goals of their Area commanding officers;
- * Establishing operational policies, priorities, and goals which meet community needs and implement the Department's Community Policing philosophy;
- * Assuring that problem solving strategies are incorporated into the daily activities of all personnel in their command;
- * Conducting regular meetings with watch commanders/district leaders and patrol supervisors to ensure their understanding of the Area's goals and to review ongoing efforts and accomplishments;
- * Conducting regular meetings with senior lead offices to ensure that they are supported and can accomplish their goals;
- * Becoming familiar with community and officer identified problems and encouraging pre-planned, problem-solving strategies;
- * Ensuring that Community Policing and long term problem solving strategies are rewarded.

Watch Commanders' Priorities

Watch Commanders and District Leaders shall be responsible for:

- * Developing and endorsing the problem-solving strategies with field supervisors that address the identified problems that affect the quality of life in the community;

- * Allowing field officers time to develop problem-solving strategies that address community identified problems, without forming long-term or permanent task forces;
- * Maintaining Basic Car integrity (ensuring that officers are working as much as possible within the assigned Basic Car boundaries) and line supervision to meet minimum deployment requirements within a watch;
- * Ensuring that officers on the watch are familiar with the 1997 goals, Community Policing responsibilities as delineated in O.O. Order No. 9, 1995, problem-solving and the SARA format;
- * Ensuring that adequate resources remain available on the watch to handle calls for service;
- * Coordinating specific pre-planned problem-solving strategies with the Senior Lead Officer (SLO) supervisor;
- * Assisting and directing personnel involved in pre-planned, problem-solving strategies;
- * Supporting SLOs and Basic Car units with problem-solving resources whenever possible.

Patrol Supervisors' Priorities

Patrol Supervisors shall be responsible for:

- * Providing leadership, encouraging team building, and providing support to the officers they interact with;
- * Establishing problem-solving teams, when deployment allows, and developing strategies with the officers assigned under their supervision, that address quality of life issues in their respective Basic Car assignments;
- * Ensuring that the strategies are implemented and provide direct supervision and support;
- * Reporting the progress of the strategies in the Sergeant's Daily Report and ensuring that SARA documentation is completed on all problem-solving projects;

- * Ensuring that officers are involved in directed patrol and the implementation of pre-planned, problem-solving strategies;
- * Ensuring the maintenance, whenever possible, of Basic Car integrity when monitoring calls for service to keep officers assigned to a Basic Car in that Basic Car area as much as possible;
- * Ensuring that Community Policing and problem-solving efforts are rewarded.

Basic Car Priorities

Basic Car and Basic Car support unit officers shall be responsible for: -

- * Developing and maintaining community relationships within the Basic Car areas;
- * Using available time for directed patrol to implement pre-planned problem-solving strategies;
- * Working closely with the assigned SLO to develop solutions for the problems within the Basic Car areas;
- * Using the SARA reports format for documenting the problem-solving process;
- * Regularly attending community meetings and other community enhancement meetings/events occurring in the Basic Car area.

Senior Lead Officers' Priorities

Senior Lead Officers shall be responsible for:

- * Remaining the focal point through which the Department's Community Policing efforts are generated;
- * Working closely with community members within their assigned Basic Car area. This will allow community members to inform the SLO of the quality of life issues in their neighborhoods;
- * Working with their Basic Car team (officers assigned to their Basic Car area) in addressing the quality of life issues and ensure problem-solving strategies are being implemented.

Detectives' Priorities

Detectives shall be responsible for:

- * Establishing relationships with the various community entities, outside agencies and business community;
 - * Establishing and maintaining relationships with patrol officers, supervisors and SLOs to discuss specific problems and problem-solving techniques.
2. An O.O. commitment to increased productivity in those areas that address the quality of life issues that lead to crimes that have continually plagued Los Angeles neighborhoods.

We will accomplish this goal by:

- * Identifying and focusing more attention on problem locations that continue to create nuisance calls for repeated police response;
- * Creating problem-solving strategies to eliminate these problem locations;
- * Shifting patrol supervisors, Basic Car and Basic Car support personnel from a time-based imperative to a territorial imperative at all levels of service;
- * Increasing the number of Part 2 arrests and working closely with City Attorneys to help ensure full prosecutions;
- * Increasing the number of arrests directly related to problem locations and problem-solving goals;
- * Increasing the number of problem-solving strategies that address specific community crime problems. The strategies should include quality arrests, field interviews, traffic enforcement, and high visibility patrol to eliminate the problem while, at the same time, send the message that the Department is going to take the lead in reducing the incidence of crime and improving the quality of life in the communities we serve.

With regard to our 1997 goals, we must all be familiar with the Department's Mission Statement and Core Values. The Mission Statement and Core Values provide the guiding philosophy that gives direction and focus to the Department, as well as the glue that binds all personnel to the organization and communities we serve. As we move forward into 1997, we as a Department and a team will be able to accomplish our goals and handle any challenges the future might bring.



BAYAN LEWIS, Assistant Chief
Director
Office of Operations

DISTRIBUTION "D"

DET. CONTROL OFFICER

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT

AGENCY APPREHENDING

CASE ASSIGNED TO:

EXPIRATION DATE:

COURT NO.

PDJ

CLASSIFICATION

I II III

JUVENILE HALL ENTRANCE RECORD

DATE & HOUR APPREHEND

LAW ENF. CASE NO.

DATE & TIME ARRIVAL J.H.

DATE & TIME ADMITTED

PRIOR EXP. J.H.

NO YES WHEN

NAME (LAST) (FIRST) (MIDDLE) SEX DESCENT HAIR EYES HEIGHT WEIGHT BIRTHDATE

AKA AGE RELIGION GANG AFFIL. SCHOOL GRADE BIRTHPLACE

OBSERVABLE PHYSICAL ODDITIES SPECIAL MEDICAL PROBLEMS/INTOXICATION CLOTHING WORN

ADDRESS LIVING WITH TELEPHONE

MOTHER (GUARDIAN) ADDRESS HOME & BUSINESS PHON

FATHER (GUARDIAN) ADDRESS HOME & BUSINESS PHON

INTERESTED PERSONS ADDRESS HOME & BUSINESS PHON

REASON FOR DETENTION (CIRCLE REASONS WHICH APPLY)

602 WIC

601 WIC

RETURNS

601

602

VIOLATION COURT ORDER

INCORRIGIBLE

CAMP

777 WIC

RUNAWAY

PLACEMENT

CODE VIOLATION:

TRUANCY

SRCC

VIOLATION COURT ORDER

SPECIFY CODE SECTION

777 WIC

OTHER (SPECIFY):

OTHER (SPECIFY):

OTHER (SPECIFY):

DESCRIBE INCIDENT OR SITUATION WHICH MAKES DETENTION NECESSARY

COMPANIONS

DEPUTY PROBATION OFFICER (IF ACTIVE CASE)

AREA OFFICE

PHONE

COURT DATE

LOCATION

SPECIAL NOTE TO CARE & TREATMENT

AM PM

HAVE PARENTS BEEN NOTIFIED OF CHILD'S WHEREABOUTS

YES NO

BY WHOM?

TRANSPORTED TO J.H. BY

AGENCY

SEARCHED BY

ADMITTED TO J.H. BY