

# DALTON POLICE DEPARTMENT

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## I. Policy

It is the policy of the Dalton Police Department to provide crime analysis and traffic analysis information to the appropriate personnel within the Dalton Police Department to assist in meeting crime prevention and traffic safety objectives and departmental goals.

## II. Purpose

Crime analysis and traffic analysis provides a system to collect, collate, analyze, and disseminate crime data for the purpose of supporting the Dalton Police Department in management and operational activities. In addition, through crime analysis and traffic analysis, estimates of future crime trends and traffic patterns may be based on inferences derived from crime and traffic data.

Analysis of regularly collected information on crime activity is a very useful tool in the prevention and suppression of crime and the apprehension of criminal offenders. Analysis of regularly collected information on traffic activity is also beneficial for targeting traffic-related issues and reducing injuries and fatalities caused by motor vehicle collisions. All personnel of the Dalton Police Department will assist in this function by gathering complete and accurate data to be used by the Crime Analysis / Traffic Analysis function.

## III. Procedures

### A. Development of Crime Analysis Data

The Spillman Records Management System (RMS) shall be the primary tool used to obtain data on current and past crime trends.

1. This data is obtained through querying of the law incident tables in the RMS, including the law incident, field interview, non-custody arrest, names, and vehicles tables, allowing records to be sorted by date, time, beat number, nature of offense, etc.

#### RESTRICTED LAW ENFORCEMENT DATA

The data contained in this manual is confidential for internal department use only, and will not be divulged outside the department without the written approval of the Chief of Police.

2. Crystal reports are available ~~which will~~ to automatically query the records from the RMS based on ~~the established~~ parameters ~~created by the GIS Analyst~~.
3. The reports are viewed, accessed, and printed using Crystal reports compatible viewing software.
4. The ~~GIS Analyst~~ City of Dalton's Information Technology Department will be responsible for maintaining the integrity of these reports, ~~fixing~~ ~~correcting~~ any errors they may contain, and creating new reports as needed.

**B. Development of Traffic Analysis Data**

1. The Georgia Electronic Accident Reporting System (GEARS) shall be the primary tool used to obtain data on current and past motor vehicle collision trends.
  - a. This data is obtained through querying of pre-established reports within the GEARS program, allowing records to be sorted by day-of-week, time, location, etc.
  - b. The GEARS program provides advanced search and analytics features that allow the creation of charts, graphs, and maps.
  - c. The GEARS program is owned and maintained by Georgia Department of Transportation. GEARS is responsible for correcting any errors within their system and creating new reports as needed.
2. The Traffic Enforcement Unit shall be responsible for collecting, analyzing, and disseminating data pertaining to traffic violations, including the rates of safety belt usage, speeding vehicles, and distracted driving.

**~~B.C.~~ District Planning**

By utilizing ~~the~~ Crystal reports and GEARS, the District Commanders will develop plans to address ~~the issues and / or problems that have been revealed~~ any crime or traffic trends that have been identified in each district of the city. ~~These~~ ~~This~~ plans ~~will~~ may cover the following areas:

1. Present crime trends and problems;
2. Present traffic issues or concentrations of motor vehicle collisions;
- ~~2.3.~~ Suspects and persons of interest;
- ~~3.4.~~ Plans for investigation, disruption, or arrest of offenders; and
- ~~4.5.~~ Task assignments for specific officers, detectives, etc.

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~~G.D.~~ District Planning Meetings

~~The~~ District Meetings shall be used to evaluate the effectiveness of previous strategies to determine if there were any modifications or additions needed to the District Plans.

~~The~~ District Meetings shall also be used to discuss current trends and problems identified from analysis of data and the strategies/plans to be implemented to combat the issues in each district. These meetings will be regularly scheduled in advance ~~and conducted regularly.~~

~~D.E.~~ Dissemination of District Plans

District Plans will be disseminated to:

1. All Sworn Supervisors
2. Command Staff ~~Officers~~
3. ~~GIS Analyst~~
- ~~4.3.~~ Accreditation / Certification Manager
- ~~5.4.~~ Intelligence Analyst

~~E.F.~~ Specialized Requests for Information

The Intelligence Analyst shall, upon request, provide detailed crime analysis and traffic analysis information, including maps, graphs, charts, and bulletins. ~~The GIS Analyst shall, upon request, provide maps using mapping software to further supplement the crime analysis function.~~

The ~~GIS Analyst and~~ Intelligence Analyst shall also disseminate specialized information to the Chief of Police, Command Staff ~~Officers~~, District Commanders, and others as necessary. This shall be accomplished using a combination of PDF files of crime maps, email, paper copies of crime maps, and electronic or digital copies of crime bulletins.

~~F.G.~~ Evaluation of Process

In order to ensure feedback from vested parties, Agency personnel shall provide feedback to District Commanders and the Intelligence Analysts. This feedback will be utilized to adjust District Plans, change existing reporting methods, add new Crystal and GEARS reports, and to evaluate the overall effectiveness of the Crime Analysis / Traffic Analysis function.

~~G.H.~~ Briefing Agency Chief Executive Officer

On a weekly basis, the Patrol Division Commander or his / her designee shall brief the Chief of Police on crime patterns, ~~crime~~ and trends, traffic patterns and trends, and plans implemented in each district.

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*This policy supersedes any policies previously issued.*

**BY ORDER OF**

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**CHIEF OF POLICE**

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