

Community and Problem-Oriented Policing Data Collection

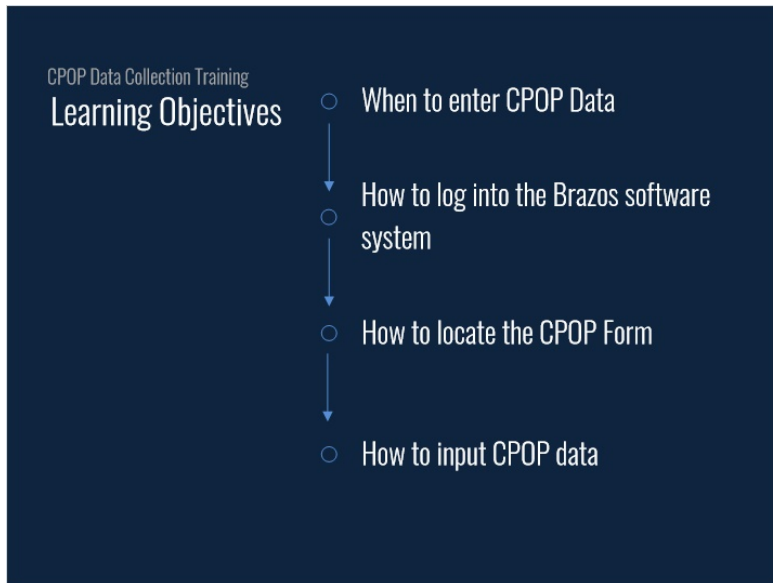
1. CPOP Forms

1.1 Slide 1- Welcome

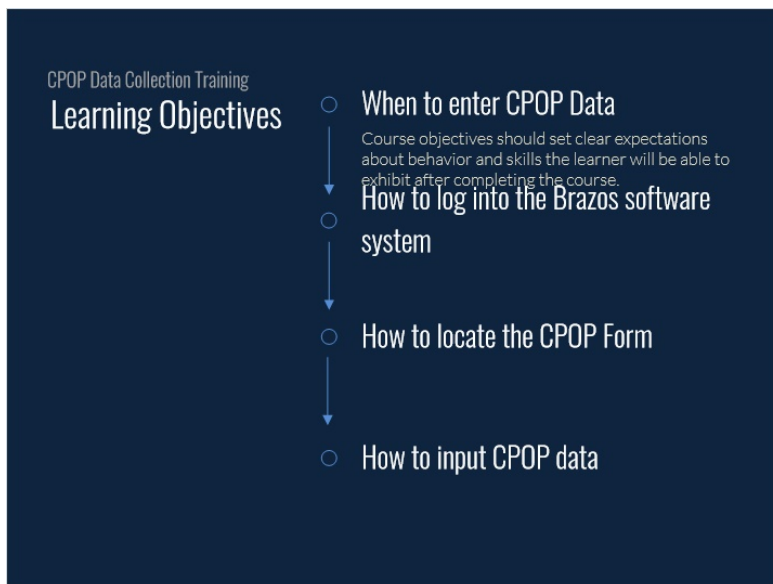


Notes:

1.2 Slide 2- Learning Objectives



Objective 01 (Slide Layer)



Objective 02 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- When to enter CPOP Data
- ↓
- How to log into the Brazos software system
- ↓
- How to locate the CPOP Form
- ↓
- How to input CPOP data

When writing objectives, think to yourself, "At the end of the course, the learner will be able to ..."

Objective 03 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- When to enter CPOP Data
- ↓
- How to log into the Brazos software system
- ↓
- How to locate the CPOP Form
- ↓
- How to input CPOP data

Use action verbs in your objectives. Some examples of action verbs: describe, determine, identify, or define.

Objective 04 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- When to enter CPOP Data
- ↓
- How to log into the Brazos software system
- ↓
- How to locate the CPOP Form
- ↓
- How to input CPOP data

Course objectives should state the knowledge and skills the learner will gain from the course.

1.3 Slide 3- Learning Objectives

CPOP Data Collection Training
Learning Objectives

- How to make updates to a CPOP incident from the website
- ↓
- How to submit the forms for supervisor approval
- ↓
- How supervisors can approve or reject CPOP forms

Objective 01 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- How to make updates to a CPOP incident from the website
- How to submit the forms for supervisor approval
- How supervisors can approve or reject CPOP forms

Course objectives should set clear expectations about behavior and skills the learner will be able to exhibit after completing the course.

Objective 02 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- How to make updates to a CPOP incident from the website
- How to submit the forms for supervisor approval
- How supervisors can approve or reject CPOP forms

When writing objectives, think to yourself, "At the end of the course, the learner will be able to..."

Objective 03 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- How to make updates to a CPOP incident from the website
- How to submit the forms for supervisor approval
- How supervisors can approve or reject CPOP forms

Use action verbs in your objectives. Some examples of action verbs: describe, determine, identify, or define.

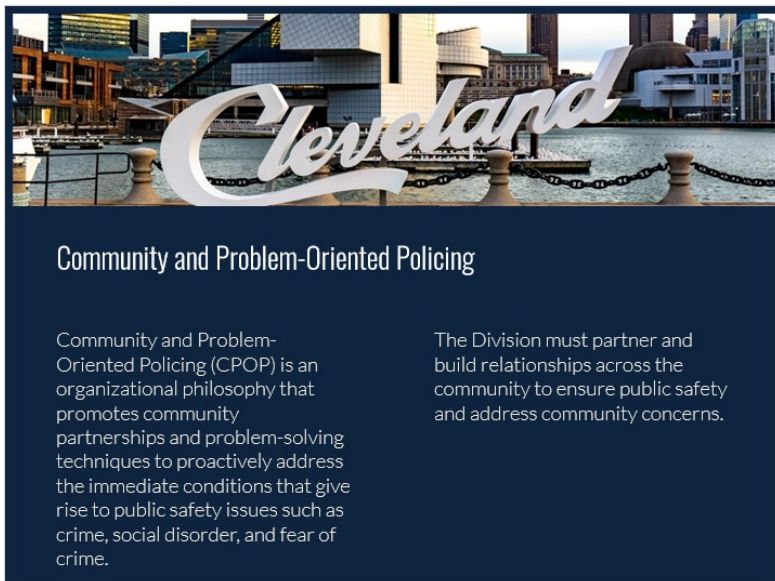
Objective 04 (Slide Layer)

CPOP Data Collection Training
Learning Objectives

- How to make updates to a CPOP incident from the website
- How to submit the forms for supervisor approval
- How supervisors can approve or reject CPOP forms

Course objectives should state the knowledge and skills the learner will gain from the course.

1.4 Slide 4- CPOP Definition



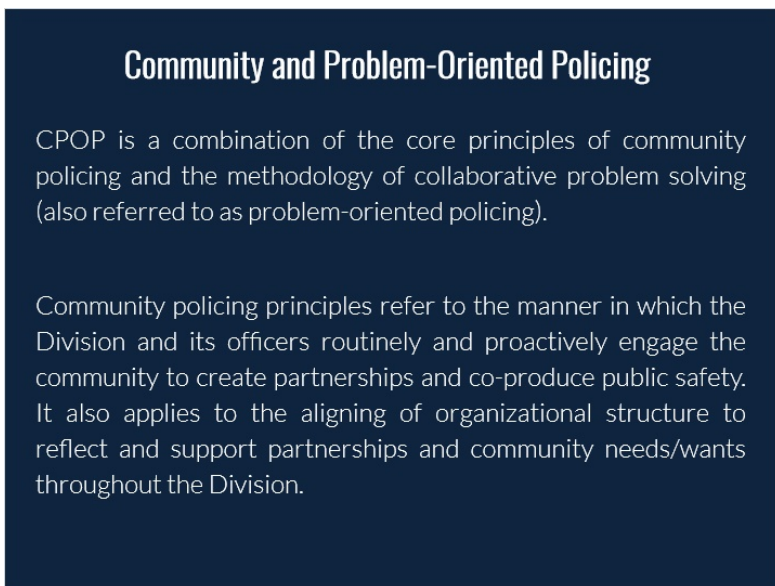
Community and Problem-Oriented Policing

Community and Problem-Oriented Policing (CPOP) is an organizational philosophy that promotes community partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

The Division must partner and build relationships across the community to ensure public safety and address community concerns.

Notes:

1.5 Slide 5- CPOP Definition



Community and Problem-Oriented Policing

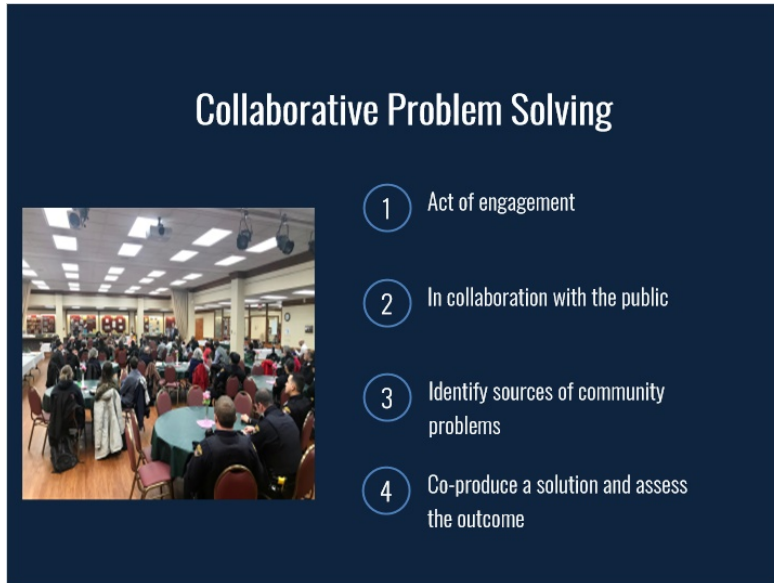
CPOP is a combination of the core principles of community policing and the methodology of collaborative problem solving (also referred to as problem-oriented policing).

Community policing principles refer to the manner in which the Division and its officers routinely and proactively engage the community to create partnerships and co-produce public safety. It also applies to the aligning of organizational structure to reflect and support partnerships and community needs/wants throughout the Division.

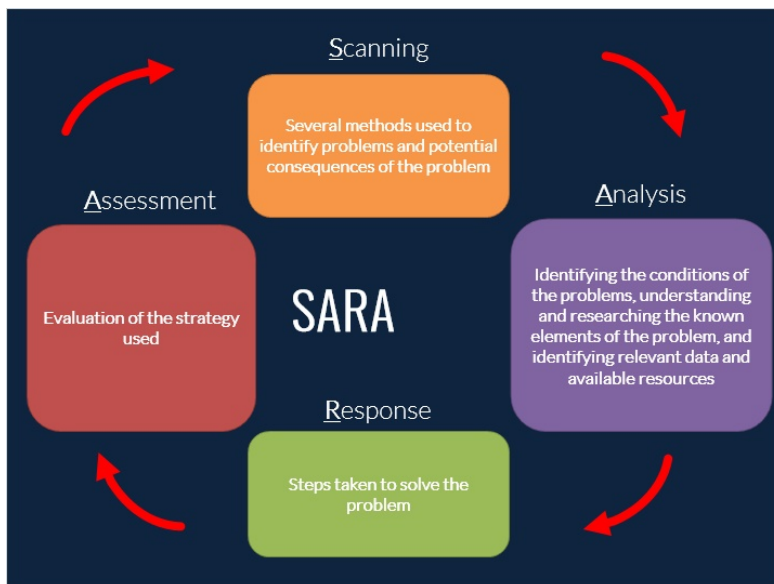
Notes:

Below is the definition of Community and Problem-Oriented Policing. Please review the definition before continuing.

1.6 Slide 6- Collaborative Problem Solving



1.7 Slide 7- SARA



Notes:

A core component of CPOP involves officers collaboratively engaging the community to address safety issues . One method that

officers will use is the SARA model. The Sara model is a set of steps used to engage in CPOP and uses community sources of information. The steps include (Scanning, Analysis, Response, and Assessment).

1.8 Slide 8- Scanning

SARA Model

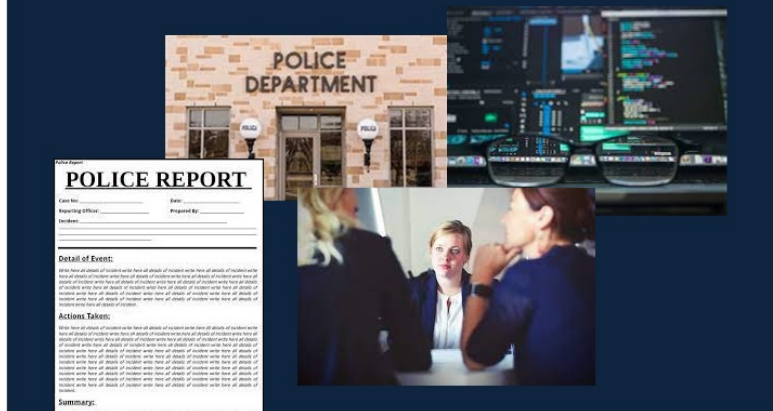
Scanning- Involves describing the problem



1.9 Slide 9- Analysis

SARA Model

Analysis- Involves specific sources that are used



Notes:

1.10 Slide 10- Response

SARA Model


Response- A comprehensive plan of actions taken to resolve the problem



1.11 Slide 11- Assessment

SARA Model

- Assessment- Involves specific measures that are used to examine the effectiveness of the problem-solving effort.



1.12 Slide 12- When to Complete a CPOP Form**When to Complete a CPOP Form**

- CPOP forms will be completed for incidents that require problem oriented policing or collaborative problem solving.
- These forms differ from Community Engagement forms that will be completed for community engagement encounters that do not require additional problem solving.
- Keep in mind that some CPOP incidents may be discovered during community engagement incidents. In this instance, both a Community Engagement Form and a CPOP Form are required.

**1.13 Slide 13- When to enter a CPOP Data Form 2****When to enter a CPOP Data Form**

- o Officers will create CPOP Data Forms when engaged in CPOP activities and the SARA model to address problems that are identified through methods including but not limited to:
 - Special Attentions involving active engagement with community members
 - Police and Commander Action Complaints
 - Direct interaction between officers and community members


This is a sample CPOP Data Form from the Cleveland Police Department. The form is titled 'CLEVELAND POLICE DEPARTMENT COMPLAINT INFORMATION'. It includes fields for 'LOCATION', 'ZONE', 'WARD', and 'FILE NO.'. There are also checkboxes for 'COMPLAINT', 'SPECIAL ATTENTION', 'VAC HOME', 'VICE', and 'OTHER'. The bottom section includes fields for 'RECEIVED BY', 'ASSIGNED TO', and 'COMPLAINT UNIT', along with checkboxes for 'TYPE OF REPLY', 'COMPLAINT CARD ENTRY', and 'DISPOSITION TO COMPLAINANT'.

Notes:

1.14 Slide 14- Question 1

(Multiple Choice, 10 points, unlimited attempts permitted)

Question



In which of the following scenarios would you create a CPOP Data Collection Form?

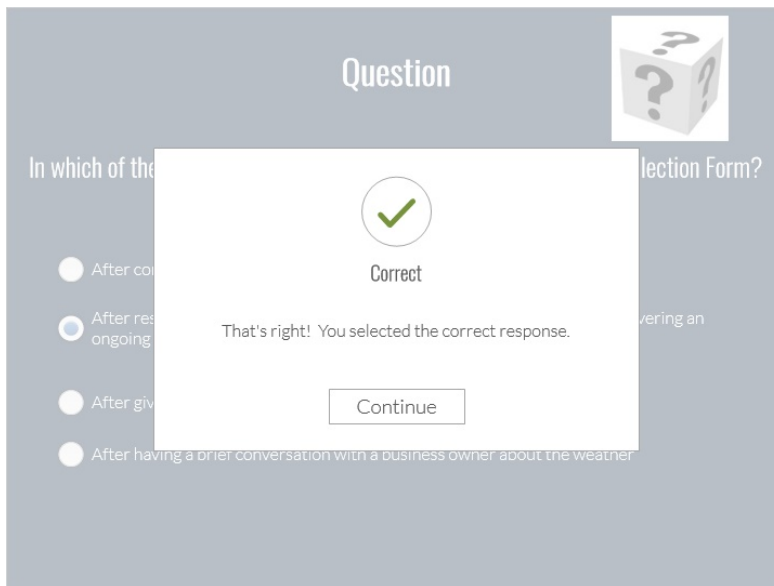
- ☐ After completing a Park and Walk
- ☒ After responding to a special attention, engaging with a neighbor, and discovering an ongoing issue with individuals littering in the neighborhood
- ☐ After giving a speech to children at a school
- ☐ After having a brief conversation with a business owner about the weather

Correct	Choice
	After completing a Park and Walk
X	After responding to a special attention, engaging with a neighbor, and discovering an ongoing issue with individuals littering in the neighborhood
	After giving a speech to children at a school
	After having a brief conversation with a business owner about the weather

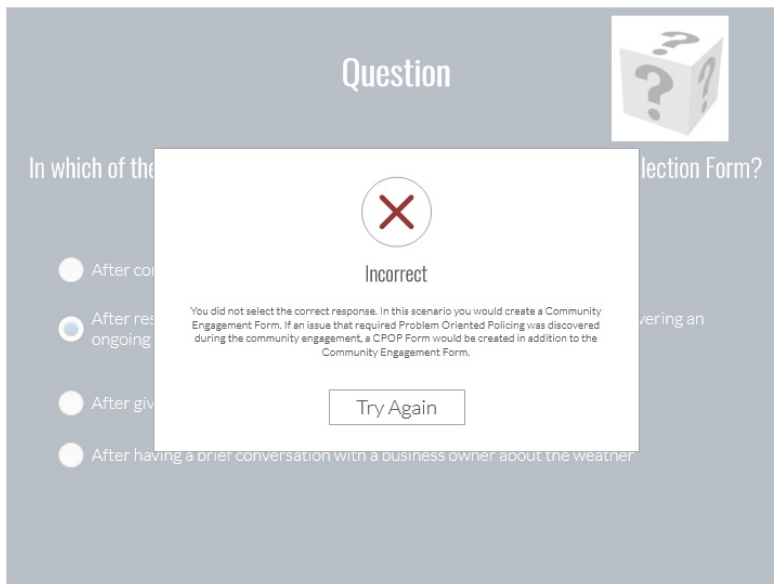
Feedback when correct:

That's right! You selected the correct response.

Correct (Slide Layer)



Try Again (Slide Layer)



1.15 Slide 15- Question 2

(Multiple Choice, 10 points, 4 attempts permitted)

Question

Using the SARA Model, which of the following refers to the actions taken to address a problem, such as obtaining assistance from other public/private agencies or other units within the Division?

- ☐ Scanning
- ☐ Analysis
- ☒ Response
- ☐ Assessment



Correct	Choice
	Scanning
	Analysis
X	Response
	Assessment

Feedback when correct:

That's right! You selected the correct response.

Feedback when incorrect:

You did not select the correct response.

Correct (Slide Layer)

Question

Using the SARA Model, which of the following refers to the actions taken to address a problem or issue that is public/private


agencies or organizations?

- ☐ Scanning
- ☐ Analysis
- ☒ Response
- ☐ Assessment

Correct

That's right! You selected the correct response.

Continue



Incorrect (Slide Layer)

Question

Using the SARA Model, which of the following refers to the actions taken to address a problem or issue that is public/private


agencies or organizations?

- ☐ Scanning
- ☐ Analysis
- ☒ Response
- ☐ Assessment

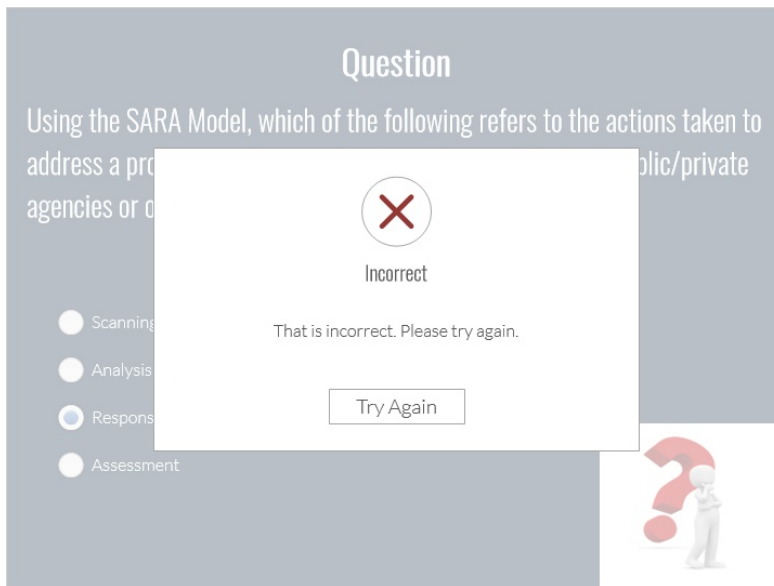
Incorrect

You did not select the correct response.

Continue



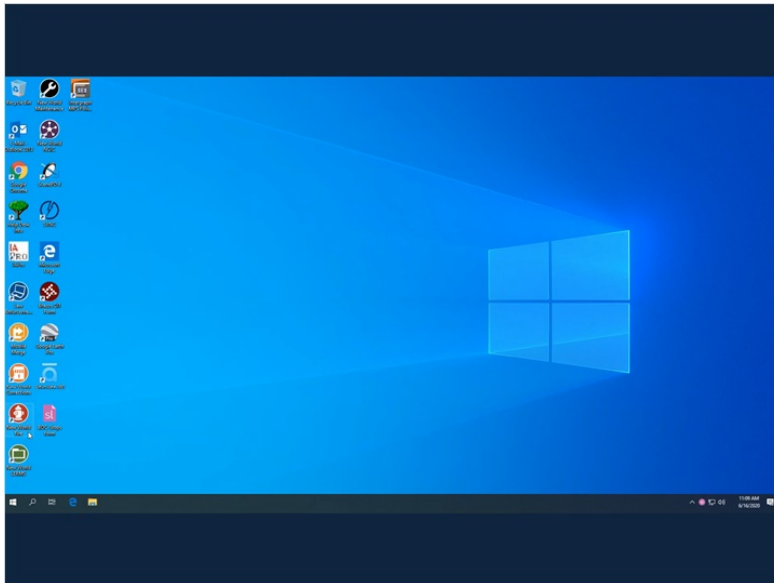
Try Again (Slide Layer)



1.16 Slide 16- Login Review (MDC)



1.17 Slide 17- Logging In



1.18 Slide 18- CPOP Scenario 1

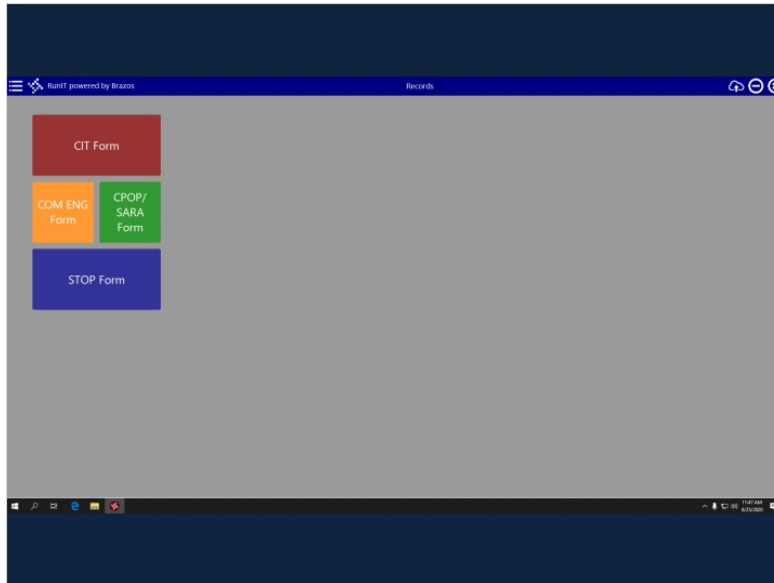
CPOP Scenario

- On August 23rd, 2020 you and your partner attend a community meeting
- Approached by community member, Janet Smith
- Vacant home on street located at 1300 Ontario
- Windows on the home are broken and not boarded up
- Group of men gathering between 2000-0200 hours
- She suspects they may be selling drugs
- Vehicles speeding and playing loud music
- Happening for about 3 weeks
- Officers advise that they will create a CPOP incident to address problem
- Conversation lasts about 10 minutes

Notes:

A CPOP scenario will now be read

1.19 Slide 19- Location Officer Info



1.20 Slide 20- Unit/Problem Info

CPDOP/SARA Form (3)

Save

Load from CMUNITY

Form Complete

User/Loc Info

Does this stem from a community engagement encounter?

Yes

3-00111111

08/24/20

Event Duration

0

10

Outside City

3

1

CLEVELAND

1300

Ontario St

Updates Needed

rdStreet

Location/Officer Info

Officer Info

Officers

Add

Response Info

KERRY

ADAMS

45

RICHARD

Comments

1.21 Slide 21- Response Info

CPOP/SARA Form (0)

Save | Load from CMNTY | Form Complete | Updates Needed | Location/Officer Info | Unit/Problem Info | Response Info | Comments

Unit Info
 District 3
 Basic Patrol - B Platoon

Problem Info
 Brief Description of Problem: Janet Smith states that there is drug activity at a vacant home on her street located at 1300 Ontario that is not boarded up. She also states that people are speeding and playing loud music from their motor vehicles. This is occurring daily between 2000 and 0200 hours.
 Nature of Problem: 16 - Theft, 17 - Threats, 18 - Traffic related

Problem ID Method
 02 - Commander's Office (RAC complaints, etc.)
 04 - Community Leaders (Council members)
 03 - Community Meetings
 05 - Patrol (Officers approached/Officer observed)

Problem Occurs
 01 - A Platoon
 02 - B Platoon
 03 - C Platoon

Problem Duration
 3 Weeks | Unknown

1.22 Slide 22 Comments

CPOP/SARA Form (0)

Save | Load from CMNTY | Form Complete | Updates Needed | Location/Officer Info | Unit/Problem Info | Response Info | Comments

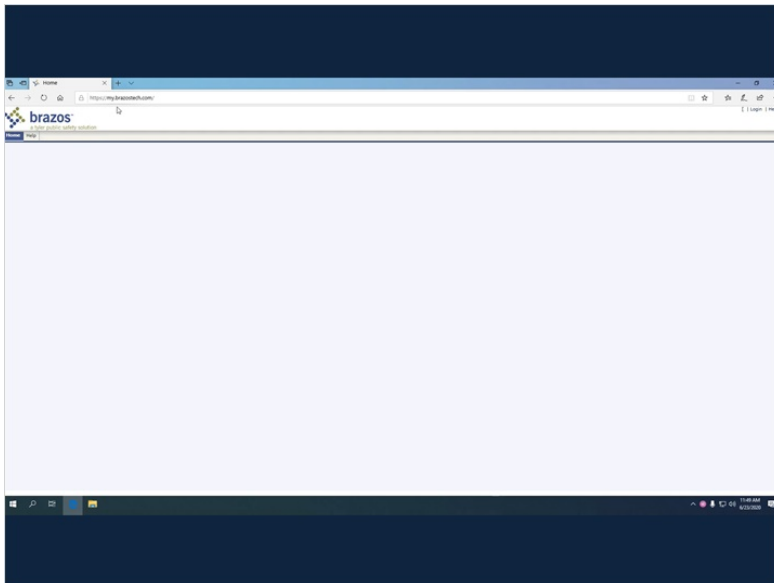
Response Info
 Strategies Used: 04 - Community meetings, 06 - Contacted city department, 07 - Media outreach, 03 - Officer presence, 08 - Other (Specify)
 Individuals Involved in Response: 04 - Additional units in the Division, 01 - City department (Specify), 02 - Community, 03 - Officers assigned, 05 - Social service
 CPOP FORM INITIATED
 Difficulties Faced: 02 - Lack of additional time, 03 - Limited resources, 01 - Uncooperative complainant, 04 - Other (Specify), 05 - N/A

Comments
 The CPOP Form must be completed to respond to the CPOP (RAC) Request. The CPOP Form must be completed to respond to the CPOP (RAC) Request. The CPOP Form must be completed to respond to the CPOP (RAC) Request. The CPOP Form must be completed to respond to the CPOP (RAC) Request.

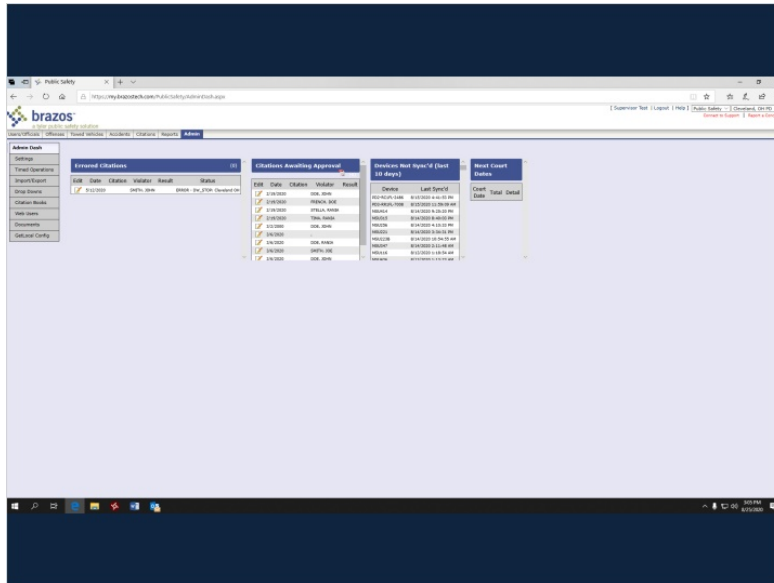
1.23 Slide 23- Login Review (website)



1.24 Slide 24- Login Review 2 (website)

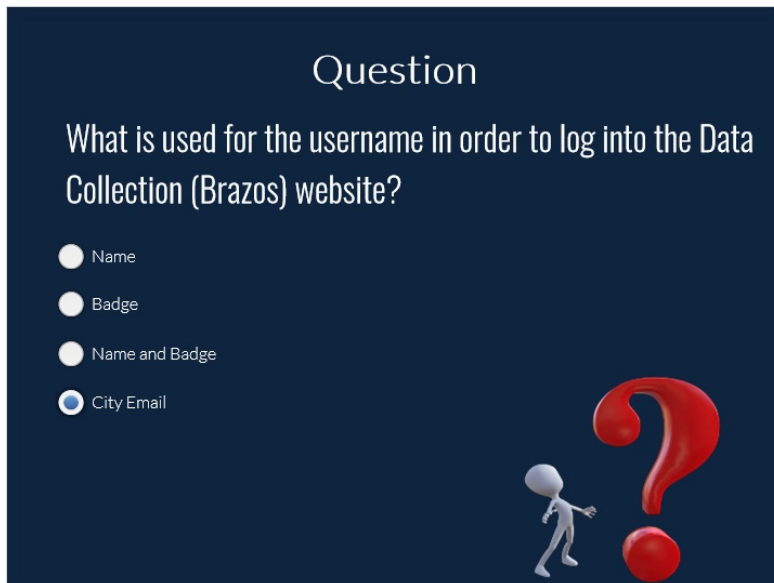


1.25 Slide 25- Locating a CPOP Form



1.26 Slide 26- Question 3

(Multiple Choice, 10 points, 4 attempts permitted)



Correct	Choice
Name	

	Badge
	Name and Badge
X	City Email

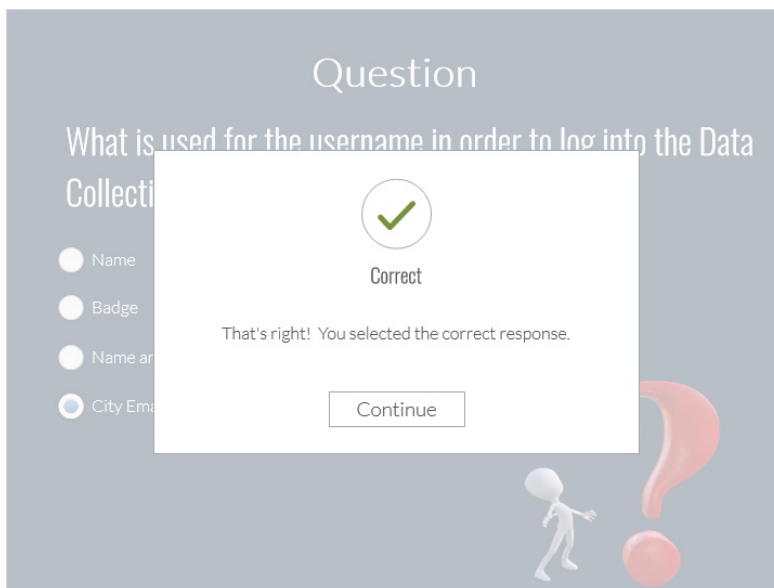
Feedback when correct:

That's right! You selected the correct response.

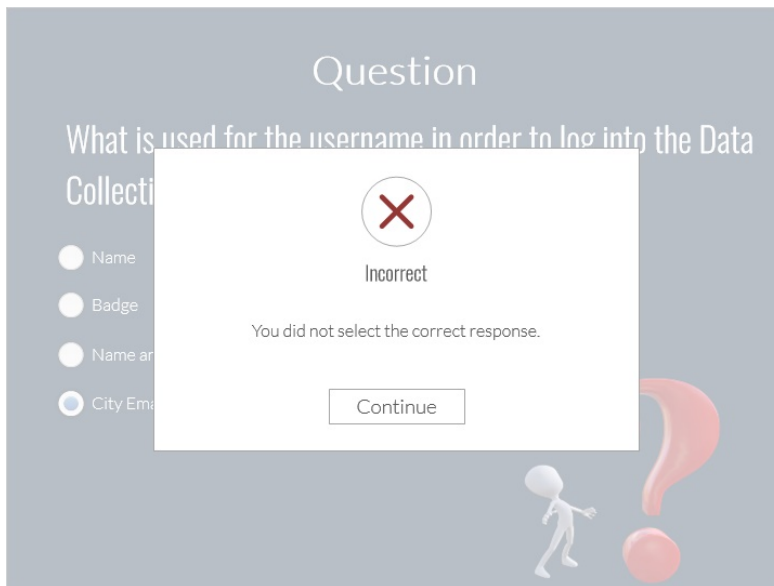
Feedback when incorrect:

You did not select the correct response.

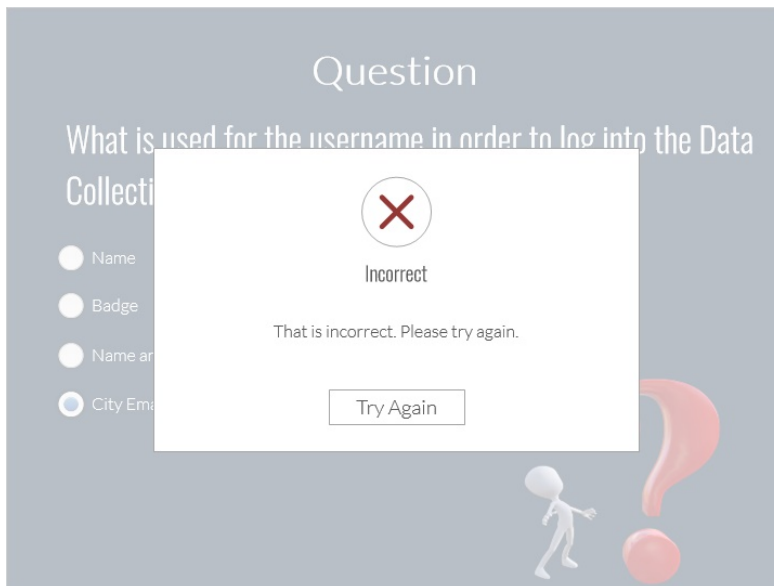
Correct (Slide Layer)



Incorrect (Slide Layer)



Try Again (Slide Layer)

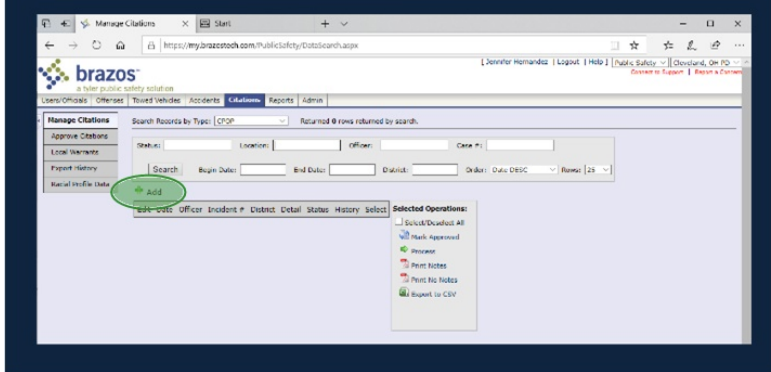


1.27 Slide 27- Question 4

(Hotspot, 10 points, unlimited attempts permitted)

Question

Click on the area of the screen that officers would select to add a new CPOP incident from the website.



Feedback when correct:

That's right! You selected the correct response.

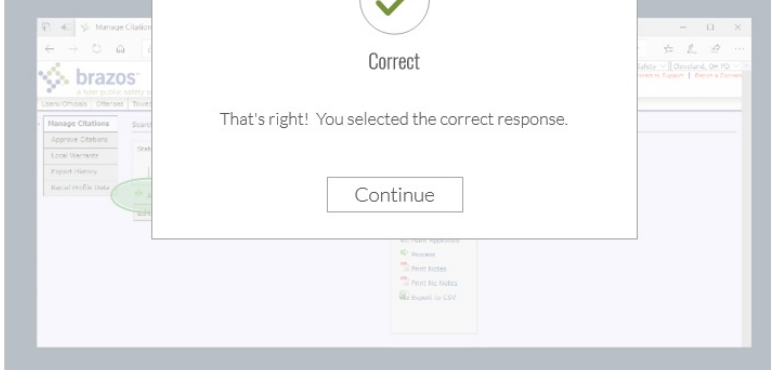
Feedback when incorrect:

You did not select the correct response.

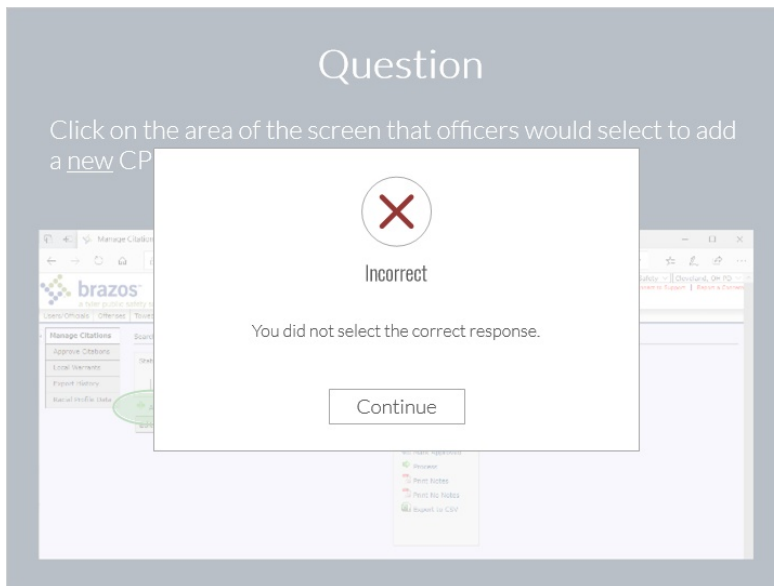
Correct (Slide Layer)

Question

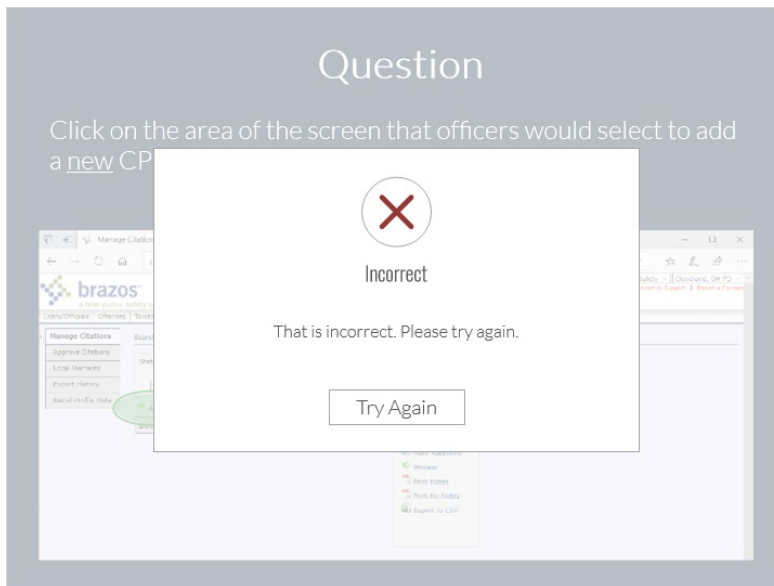
Click on the area of the screen that officers would select to add a new CP



Incorrect (Slide Layer)



Try Again (Slide Layer)

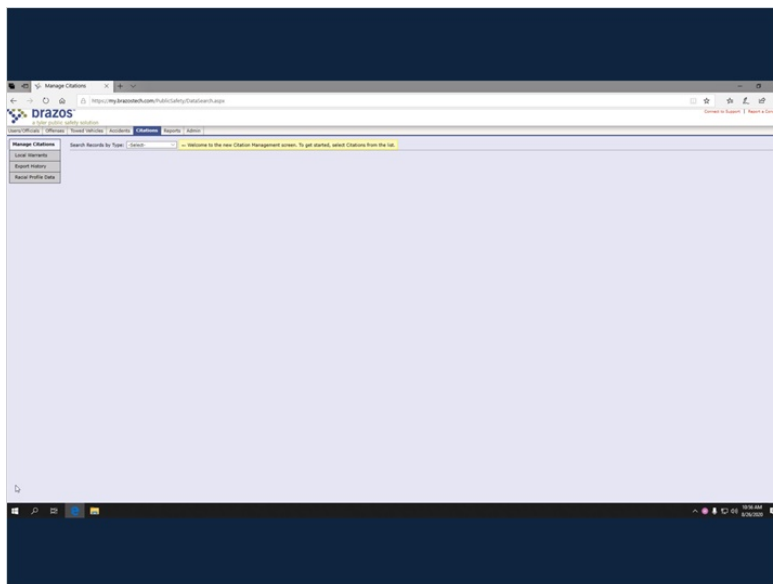


1.28 Slide 28- CPOP Scenario 2

CPOP Scenario 2 (Update to Scenario 1)

- Return to work the next day and respond to 1300 Ontario
- You make contact with Mrs. Smith to gather more information about the problem.
- Notice that the house is vacant and has a few broken windows.
- You check the house and find no one inside.
- You canvass the area and ask several neighbors if they are experiencing similar issues.
- Notify radio to contact Housing to put on the board up list
- Remain parked outside and provide police presence
- Notify immediate supervisor to request the Vice Unit to follow up
- Spend 45 minutes total on addressing the issue

1.29 Slide 29- Adding Updates to a CPOP Form



1.30 Slide 30- Adding Updates to a CPOP Form 2
1.31 Slide 31- Question 5

(Hotspot, 10 points, unlimited attempts permitted)

Question

Click on the area of the screen that an officer would select to make updates to a CPOP incident.

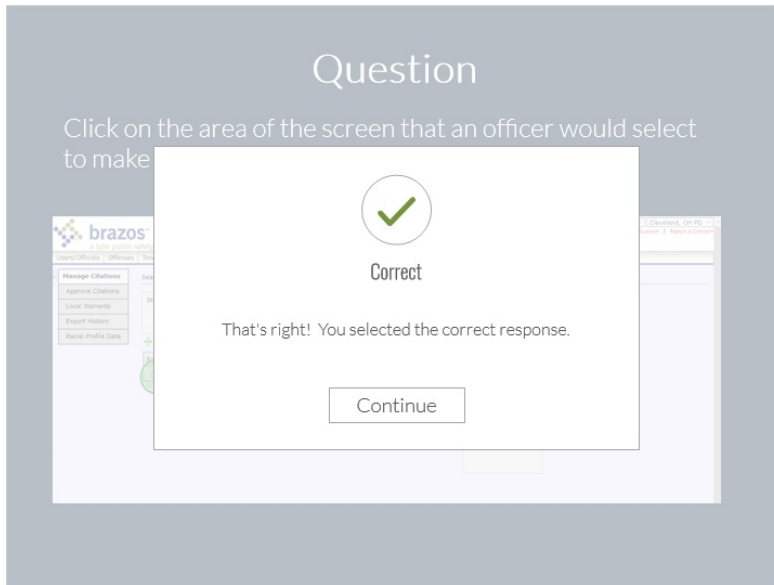
Feedback when correct:

That's right! You selected the correct response.

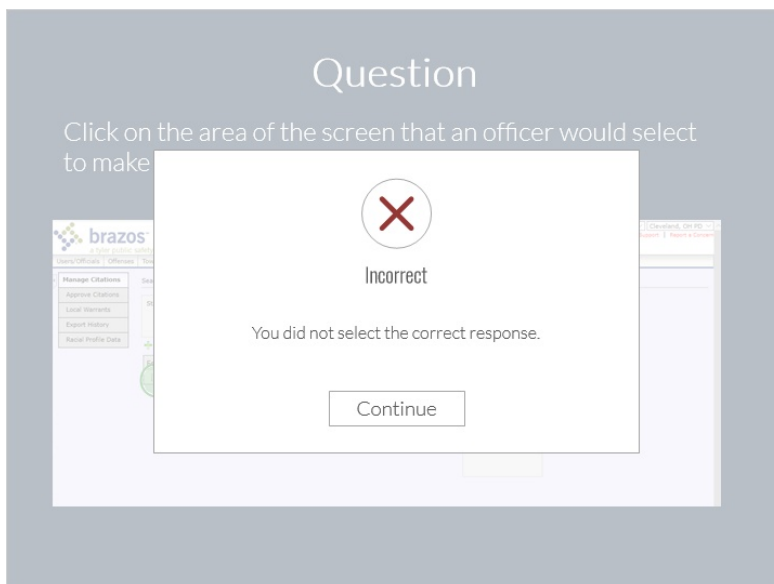
Feedback when incorrect:

You did not select the correct response.

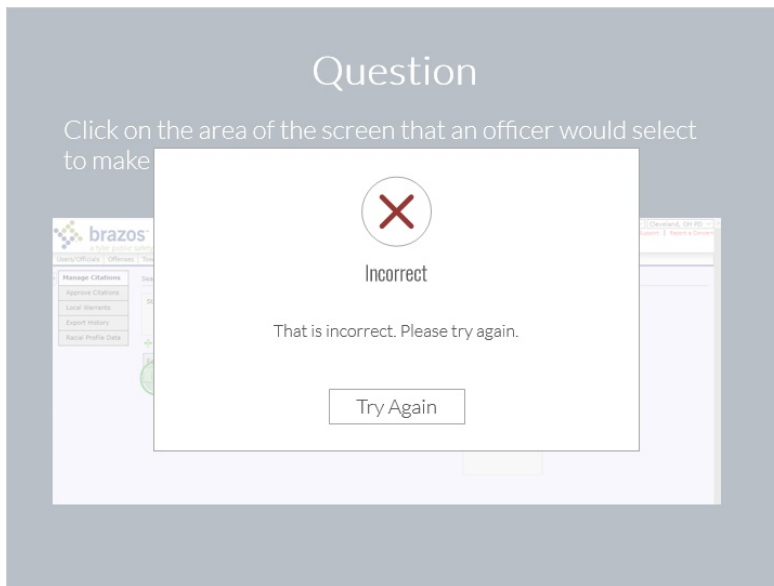
Correct (Slide Layer)



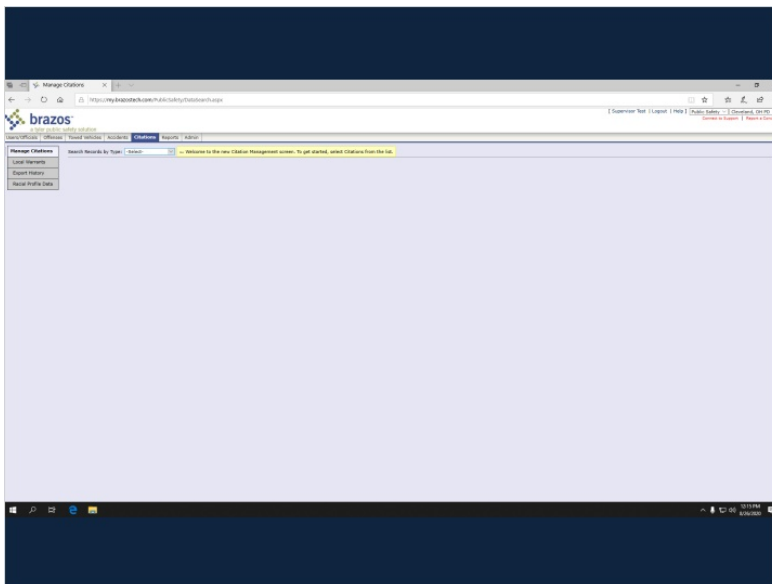
Incorrect (Slide Layer)



Try Again (Slide Layer)



1.32 Slide 32- Supervisor Review Process



1.33 Slide 33- Supervisor Review Process 2

Supervisor Test | Logout | Help | Public Safety | Cleveland, OH PD

Users/Officials | Offenses | Towed Vehicles | Accidents | **Citations** | Reports | Admin

Manage Citations Search Records by Type: CPOP Returned 1 rows returned by search.

Status: Location: Officer: Case #: 2099-0000013

Search Begin Date: End Date: District: Order: Date DESC Rows: 25

Add

Edit	Date	Officer	Incident #	District	Detail	Status	History	Select
	4/19/2020	Test Officer	2099-0000013	5		PENDING SUPERVISOR APPROVAL-QW		

Selected Operations:

- Select/Deselect All
- Mark Approved
- Process
- Print Notes
- Print No Notes
- Export to CSV

Notes:

1.34 Slide 34- FAQ 1

Frequently Asked Questions

How can I view open CPOP incidents in my District?

- Utilizing the filters, add the District Number (E.g., 1) in the "District" field and type "Updates Required" in the "Status" field.
- Other filters such as Location, Officer, Case Number, Begin Date, and End Date can be used to locate a particular CPOP incident as well.

Supervisor Test | Logout | Help | Public Safety | Cleveland, OH PD

Users/Officials | Offenses | Towed Vehicles | Accidents | **Citations** | Reports | Admin

Manage Citations Search Records by Type: CPOP Returned 4 rows returned by search.

Status: Updates Required Location: Officer: Case #:

Search Begin Date: End Date: District: 1 Order: Date DESC Rows: 25

Add

Edit	Date	Officer	Incident #	District	Detail	Status	History	Select
	4/19/2020	Test Officer	2099-0000013	1		UPDATES REQUIRED-QW		
	4/19/2020	Test Officer	2099-0000012	1		UPDATES REQUIRED-QW		
	4/19/2020	Test Officer	2099-0000011	1		UPDATES REQUIRED-QW		
	4/19/2020	Test Officer	2099-0000010	1		UPDATES REQUIRED-QW		

Selected Operations:

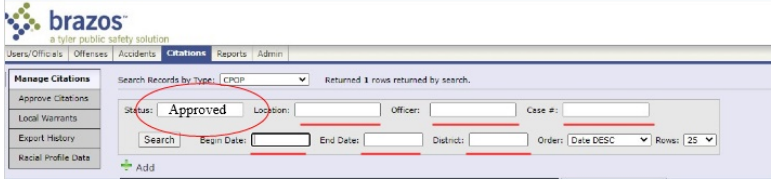
- Select/Deselect All
- Mark Approved
- Process
- Print Notes
- Print No Notes
- Export to CSV

1.35 Slide 35- FAQ 2

Frequently Asked Questions

How can I view closed CPOP incidents in my District?

- Officers can view closed CPOP incidents by utilizing any of the filters listed such as District Number, Location, Officer, Case Number (incident number), Begin date, and/or End date. Closed CPOP incidents will be in an "Approved" Status.



The screenshot shows the 'brazos' public safety solution interface. The 'Citations' tab is selected. The 'Status' dropdown menu is set to 'Approved' and is circled in red. Other filters visible include Location, Officer, Case #, Begin Date, End Date, District, and Order. The 'Search' button is also visible.

1.36 Slide 36- FAQ 3

Frequently Asked Questions

What call type should be used whenever a problem is identified in the community that requires Problem-Oriented Policing?

- Officers shall create an initial incident involving Problem-Oriented Policing in CAD using the call type "COMM & PROBLEM-ORIENTED POLICING"

What call type and CAD number should be used whenever an update to a CPOP incident is required?

- When officers are required to make updates to a CPOP incident, they shall create a separate CAD number in CAD or MCAD using the call type "CPop FOLLOW UP". Officers shall notify CCS to link the follow-up CAD number with the initial CPOP CAD number each time a follow-up (update) is made.

1.37 Slide 37- FAQ 4

Frequently Asked Questions

Should a CPOP incident have the same incident number per CPOP Form?

- Yes. Although updates to CPOP incidents will be assigned a new CAD number through the CAD system, any updates made to a particular CPOP incident will be documented using the initial CPOP Form in the Brazos software.

How will the incident be stored under the same CAD number?

- When making updates to a particular CPOP incident, utilizing the Brazos website, officers will add updates to the initial CPOP Form in the Brazos software.

1.38 Slide 38- FAQ 5

Frequently Asked Questions

Who creates or opens a CPOP incident?

- The officer who is notified of a problem in the community that requires problem-oriented policing. This can include members of the Patrol Unit, the Commander's Office, the Community Engagement Officers, etc.

Can updates be made from the Mobile Data Computer?

- No. Updates can only be made from the website. Initial CPOP entries can be made from both the Mobile Data Computer and the website.

Who closes a CPOP event or completes the CPOP Form?

- The officer or unit assigned to the CPOP event will close the CPOP incident. The form will require supervisor approval within 72 hours of completion.

1.39 Slide 37- Questions

Questions

Supervisors requiring further clarification of the completion of CPO Data Collection Forms can contact the Bureau of Compliance by telephone at 216-623-5375 or by email @
jhernandez@clevelandohio.gov,
jmullin@clevelandohio.gov,
or rsimon@city.cleveland.oh.us



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exit course](#)