SHOTSPOTTER GUNSHOT LOCATION SYSTEM

Reference:
Procedure 12.715 – Property and Evidence: Confiscation, Accountability, Processing, Storage, and Release
CPD Training Bulletin #2017-01, ShotSpotter Gunshot Locations System
http://www.shotspotter.com

Definitions:
ShotSpotter Gunshot Location System (SSPTR) – Technology that detects and alerts law enforcement to outdoor audible gunfire within a specific coverage area through the use of acoustic sensors which pinpoint the accurate location of the gunfire.

ShotSpotter Flex Alerts Console – A mobile password protected console available to CPD personnel that provides a visual map representation and address of a gunfire alert.

ShotSpotter Real-Time Incident Review Center (IRC) – A remote operating center staffed by professional reviewers 24 hours a day, seven days a week, who analyze audio data and recordings to confirm gunfire, then create alerts.

Purpose:
Provide an outline for the appropriate monitoring and response to an SSPTR alert.

Policy:
Department members utilizing SSPTR will investigate all SSPTR alerts following established standards of officer safety and investigative protocols set forth in this procedure.

Information:
The SSPTR is comprised of dozens of acoustic sensors placed in areas where gun violence is prevalent. The sensors are designed to detect the acoustics of outdoor gunfire. When three or more sensors detect suspected gunfire, the software system triangulates the exact location of the gunfire within 82 feet.

After gunfire triggers SSPTR sensors, audio from the incident is sent to the IRC via secure, high-speed network connections for real-time qualification. Within seconds, an SSPTR professional reviewer analyzes audio data and recordings to confirm gunfire. The qualified alert is then sent directly to any desktop or MDC logged into ShotSpotter Flex Alerts Console or any smartphone logged in to the SSPTR mobile app.

SSPTR's team of expert reviewers has direct experience reviewing thousands of incidents captured by SSPTR systems. Reviewed alerts help law enforcement respond safely and effectively to gunfire by providing:

- Precise location of gunfire, both latitude/longitude and street address
- Number of shots and exact time of shots fired
- Shooter position, speed and direction of travel (if moving)
- Gunfire incident history and pattern analysis
The IRC operates 24 hours a day, 365 days per year and offers live chat functionality via SSPTR software for immediate communication and assistance when required. Officers can also email SSPTR at support@shotspotter.com or call 1-888-274-6877 option 4 Monday-Friday, 0900-2100 hours and Saturday-Sunday, 1100-1900 hours.

**Procedure:**

A. Monitoring and Receiving an SSPTR Alert

1. All officers with a Mobile Data Computer (MDC) are required to log in to the ShotSpotter Flex Alerts Console at the beginning of the shift.

2. A gunshot alert can be communicated to officers in three different ways:
   a. Emergency Communications Section (ECS)
      1) ECS may dispatch officers to an SSPTR alert after the alert is communicated to ECS by the IRC.
   b. Shot Spotter Flex Alerts Console
      1) Officers will receive alerts directly from the IRC by logging in to the ShotSpotter Flex Alerts Console via a desktop computer or MDC.
   c. Mobile Alerts
      1) Officers may receive alerts on a personal smart phone directly from the IRC through the SSPTR mobile app available for use on iPhones and Android platforms.

B. Responding to an SSPTR Alert

1. All SSPTR alert runs are priority runs and will be dispatched immediately.

2. When an officer receives an alert via the Shot Spotter Flex Alerts Console or SSPTR mobile app prior to ECS, the officer will immediately notify ECS of the following information:
   a. The address of the alert
   b. The time frame of the alert
   c. The number of shots detected
   d. Any other information communicated by the IRC, e.g., multiple shooters, direction of travel, high-powered firearm, etc.

3. At least two units or one double-unit must respond to the location of the SSPTR alert.
   a. If two single-unit cars respond to an alert, they must meet up at a remote location in the vicinity of an alert prior to responding to the exact location of the alert.
4. A supervisor will respond to all alerts and may require more than two units to respond if additional information suggests a high volume of shots, multiple shooters, high-powered firearms, etc.

5. Respond to the dot(s).
   a. Responding officers should not rely solely on the numeric address provided and should use the map via the ShotSpotter Flex Alerts Console, SSPTF mobile app, or by navigation from ECS to locate the area indicated on the map by the dot(s).
      1) **Example:** An SSPTF alert in a park will provide officers with the address of the park but the dot(s) on the map will provide officers with the location of the detected gunshot(s) inside the park (usually within 82 feet). It is imperative that officers respond to the area of the dot(s) and not just the address.

C. Investigating an SSPTF Alert

1. Search the area
   a. Once on scene, officers must exit their patrol vehicles and physically check a 100 foot radius from the area indicated by the dot(s) on the map.
      1) Notify ECS of the actual address where shots were fired
      2) Use caution and render aid to any victims
      3) Make any necessary arrests
      4) Actively search for and recover any evidence (casings, firearms, etc.)
      5) If casings are found, tag them and enter them into property. Be sure to clearly identify them as “casings” on the evidence submission form

2. Community contacts
   a. When applicable, officers will attempt to make contact with residents of at least two addresses on each side of an SSPTF alert on both sides of the street (eight residences total). A supervisor must respond to ensure the canvas is completed appropriately. During the contact, officers will:
      1) Advise the resident police are investigating an SSPTF alert
      2) Inquire about any injuries or damage due to the shots
      3) Inquire about suspect information
      4) Provide the resident with a Form 50 Gunfire Incident Canvas door hanger
b. For residents who are not home or do not come to the door, leave a Form 50 Gunfire Incident Canvas door hanger at the residence, filling out the date and time sections on the form.

D. Reporting an SSPTTR Alert and Follow Up

1. Officers will complete a brief report on their findings via a blotter entry in Records Management System (RMS).
   a. If no casings were found during the initial investigation due to nighttime visibility, request follow-up from first shift in the following manner:
      1) Select “YES” in the “Follow Up Required” field
      2) Direct the entry to “First Shift”
   b. First shift supervisors will then delegate the entries to officers who will respond to the area of the corresponding SSPTTR alert to look for casings and/or other evidence during daylight hours.
      1) Upon completion of the follow up investigation, the first shift officer will update the blotter entry and note their findings in the “Follow Up Action” field then workflow the report.