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1. **REVISION TO PROCEDURE 12.235, OPERATING A VEHICLE UNDER THE INFLUENCE (OVI): PROCESSING & ARREST, NEW FORM 611-B, VOLUNTARY BLOOD REQUEST, AND REVISION TO FORM 495, INTOXICATION REPORT**

Procedure 12.235, Operating a Vehicle Under the Influence (OVI): Processing & Arrest, has been revised. Ohio House Bill 338, effective April 6, 2017, has changed the look-back period for prior OVI arrests from 6 years to 10 years. The 20 year look-back period has not changed. There is a new requirement for obtaining a Search Warrant or utilizing the new Form 611-B, Voluntary Blood Request, for taking blood samples that has been added. Additionally, a search warrant must be completed to obtain blood from an unconscious person.

The Form 495 has been renamed “Impairment Report” and has been updated to reflect several new changes, including new fields specific to evidence of drug usage and administration of Narcan. The new Form 495 is currently on order from Printing Services, however Traffic Unit has ensured a temporary supply of these forms and specific instructions are available in all of the districts. Officers should not use any Form 495 bearing a revision date older than April 2017. A blank (un-numbered) Form 495 is available electronically in the CPDFORMS folder on the H: drive of Department computers.

The State of Ohio is changing the BMV Form 2255, ALS. The new forms will not be implemented until the current supply is exhausted. Officers completing the BMV Form 2255 must manually change the lookback period on the form from “6” to “10” years PRIOR to it being read to the offender. A sample form is attached to these Staff Notes for reference purposes.

These revisions and additional minor updates are effective immediately. Personnel should review Procedure 12.235 in its entirety. The revised procedure is available on the Department intranet and web page. The new Form 611-B is available electronically in the CPDFORMS folder on the H: drive of Department computers. Personnel encountering questions should contact Traffic Unit for further assistance.

2. **REVISION TO PROCEDURE 15.115, CORRECTIVE / DISCIPLINARY PROCESS AND DOCUMENTATION**

Procedure 15.115, Corrective / Disciplinary Process and Documentation, has been revised. The process to issue a written reprimand was added to the procedure. Additionally, the requirement to submit the Form 66-S to the Bureau Commander for review and approval before being issued to the officer was added.

This revision is effective immediately. Personnel should review Procedure 15.115 in its entirety. The revised procedure is available on the Department intranet and web page.
3. LEGAL OPINION - FIREARMS ON STREETCAR AND METRO BUS

The Law Department has provided a legal opinion to the Police Department regarding persons carrying firearms onto public transportation within the City.

The following are the guidelines that were provided:

STREETCAR:
A person may openly or concealed carry (if the person has a valid concealed carry license) a firearm on to the streetcar. The mere presence of an individual with a firearm on the streetcar does not constitute reasonable suspicion to investigate.

METROBUS:
A person with a concealed carry license may carry a (concealed) handgun onto a metro bus (but may not openly carry).

Officers will respond to calls for service to investigate reports of people attempting to board metro buses with rifles or shotguns, or any other individual cases where reasonable suspicion exists that crime is about to occur.

The fundamental distinction between the Streetcar and a Metro Bus is that the Streetcar is not defined as a motor vehicle by the Ohio Revised Code, but a Metro Bus is a motor vehicle.

4. TRITECH CAD SYSTEM AND INTERFACE TO MOTOROLA INTERACT MDC

The new TriTech Computer Aided Dispatch (CAD) system interfaces with many different systems, including Records Check and the Motorola InterAct Mobile Data Computers (MDC). During the implementation phase of this project, Emergency Communications Section (ECS) personnel conducted multiple sessions to test the MDC interface. This testing involved officers from all five districts.

Circumstances beyond the control of the ECS required the Department to “fast track” the implementation of the new CAD system. This did not allow sufficient time to address all of the issues identified with the system prior to its “Go Live” date on January 24, 2017.

The Department negotiated an agreement with TriTech to obtain a 30-day reliability period to conduct additional testing of the CAD system. ECS solicited and has received anonymous emails and feedback from sworn personnel, ECS supervisors, dispatchers, and call takers since the system’s “Go Live” date. Additionally, ECS brought officers from all five districts to the ECS for another round of testing during the second week of February. Listed below are items TriTech needs to address with this new system:
2. The “Incident History” for officers displays multiple incidents instead of the current incident.
3. The previous CAD system allowed an officer to push a button to put him/her self out of service; the current system does not allow this.
4. The vehicle ID number is missing in the current CAD system.
5. Unit login issues when trying to log multiple officers onto a unit.
6. An officer’s secondary location does not update on the screen.
7. Officers cannot review Fire Department runs on the MDCs.
8. Officers cannot look to review the “Unit History” (UH) to determine who was logged onto a particular unit or vehicle.
9. Officers can only see his/her most recent update for runs, not all incidents at one time.
10. Dispatchers cannot see when MDC users hit their “ACK” (Acknowledge) button.
11. The lineup list does not show radio ID # or vehicle ID # after the unit logs onto the MDC.
12. Duplicate radio logons and issues with logging on units when a radio is listed as already in use in CAD.
13. There is no address information in an “Update” message to the MDC.
14. If an officer is not on a run in the CAD system and queries a person with a “SIG30”, the dispatcher is not notified of this hit.
15. Caution notes that are not set to write to the run are unable to be seen by the MDC user.
16. IHQ – when using the last three digits of an incident number, the officer receives an error message indicating the number used is invalid.
17. Mail messages don’t show from which CAD terminal it was sent.
18. Caution notes are not viewable unless they are written to the run.
19. The field allowed for the complainant’s telephone number is not long enough, which cuts off the last digit of the number.
20. Radio runs that are “stacked” or held - after clearing from the current run, it takes an extended period of time for the held run to be dispatched to the officer. With the previous CAD system, this occurred instantaneously.
21. Premise name does not show on the MDC.
22. No CAD information - won’t recall error - form out text, not found or contains a syntax error.

ECS personnel are collaborating with TriTech’s representatives to correct the issues involving the MDC’s connection to the new CAD system. In addition to disseminating detailed information to MDC users, ECS staff will update all personnel on the progress made to resolve these issues.
5. NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

Every year, the second full week of April is recognized as National Public Safety Telecommunicators Week to recognize, honor and celebrate the men and women who serve as professional public safety Telecommunicators. The week offers emergency operators and dispatchers the opportunity to take credit for the critical work they perform and for communities to recognize the specialized skills provided by those who field 911 calls, dispatch first responders, and handle other emergency communications tasks.

This year, National Public Safety Telecommunicators Week is April 9-15, 2017. The Emergency Communications Section (ECS), serving the needs of the Cincinnati Police and Fire Departments, handled over 703,000 calls of all types in 2016. All Department members are invited and encouraged to stop into ECS during National Public Safety Telecommunicators Week to show their support and appreciation for the ECS staff.

6. MILITARY LIAISON GROUP TRAINING SESSIONS

The Military Liaison Group (MLG) has experienced an increase in the number of requests for service and has also received questions specific to the responsibilities of a military liaison group officer responding to a call for service. In response to these issues, the MLG has scheduled three training dates at the Police Academy for voluntary attendance.

The classes will last approximately two hours. The first hour will consist of case scenario discussions about veteran-related contacts involving law enforcement, both local and around the country. The second hour will consist of presentations by representatives from various veteran resources available in our community, enabling MLG members to make contact and referrals.

The available training dates and times are:

- Wednesday, April 26, 2017, 1400-1600 hours
- Monday, May 8, 2017, 1900-2100 hours
- Monday, May 15, 2017, 1400-1600 hours

This training is not exclusive to military veterans, as it would benefit all first responders, however, officers wishing to participate in the MLG will be given first preference. Interested personnel must obtain permission to attend through their chain of command. Direct any questions or the coordination of attendance to Sergeant David Corlett, via email, at Dave.Corlett@cincinnati-oh.gov.
7. TRAINING UNIT SEEKING NEW FIELD TRAINING OFFICERS AND SUPERVISORS

In anticipation of the 107th Recruit Class graduation, the Police Academy will be hosting a Field Training Officer (FTO) class for new FTOs and FTO Supervisors. Minimum requirements to attend the training are: members must be in good standing and have three years of service. Members of the 103rd and 105th Lateral Classes are also eligible to attend. Interested officers, specialists and sergeants should submit a Form 17 through the chain of command requesting to attend this class. Form 17 requests should be received by Training Unit no later than **Monday, April 17, 2017**.

It is anticipated the training will be held in late May 2017. Class size is limited to twenty-five participants. Training Unit will notify those selected to attend, inclusive of the final training dates.

Personnel should direct any questions to Sergeant Michael Bell, Training Unit, at 352-7555, or email **Michael.Bell@Cincinnati-oh.gov**.

8. TRAINING OPPORTUNITY – HIDTA DECONFLICTION WEBSITE ACCESS AND DEMONSTRATION

*Host/Sponsor:* Cincinnati Police Department  
*Course Title:* HIDTA Deconfliction Website Access Demonstration and Training  
*Presenter:* Mr. Frank Perhacs, Ohio HIDTA Sr. Criminal Intelligence Analyst  
*Date/Time(s):* Monday, May 1, 2017 (two sessions):  
  - Morning session, 0930 – 1130 hours, and  
  - Afternoon session, 1330 – 1530 hours  
*Location:* Cincinnati Police Academy, Room A

Mr. Frank Perhacs, representative of the Ohio High Intensity Drug Trafficking Area (HIDTA) program, is presenting these two-hour Ohio HIDTA training sessions as instruction for new users and as a refresher for established program users.

Training Unit will fill the two session rosters from Patrol and Investigations Bureau members. Personnel from either bureau, interested in voluntarily attending the training, must submit a Form 17 through their chain of command for approval. Form 17s must be received by Training Unit no later than **Thursday, April 20, 2017**. Prospective participants must indicate their session preference and include an explanation of the relevance of HIDTA training to their current assignment or career path. Training Unit will complete all registrations and notify personnel approved to attend.

No overtime will be provided for personnel attending this training. Attendees may wear casual business attire or the operational uniform. Questions regarding this training should be directed to Administrative Specialist Jim Hendricks, Training Unit, at 357-7552.
9. S.T.A.R.S. DATA

Attached to these Staff Notes is the most current Strategic and Tactical Analytic Review for Solutions (STARS) Data. Department personnel are directed to review this information to ensure they remain familiar with crime patterns and trends occurring within the City and their areas of responsibility.

10. THANK YOU LETTERS

Attached to these Staff Notes are letters of appreciation and praise written to the Police Chief for the professionalism displayed by our Department, specifically the following personnel:

Police Specialist David Kennedy  Police Officer Darrin Hederlein
Police Officer Deborah Mercado  Police Officer Cary Jodice
12.235 OPERATING A VEHICLE UNDER THE INFLUENCE (OVI): PROCESSING & ARREST

Reference:
Procedure 12.230, Fatal or Potentially Fatal Crash Investigation and Placement of Related Charges
Procedure 12.240, Ohio Multi-Count Uniform Traffic Ticket (MUTT)
Procedure 12.260, Warrants for Adults: Service and Recording
Procedure 12.270, Impounding, Moving, and Release of Vehicles
Procedure 12.537, Mobile Video/Digital Video Recording Equipment
Procedure 12.555, Arrest/Citation: Processing of Adult Misdemeanor and Felony Offenders
Procedure 12.600, Prisoners: Securing, Handling, and Transporting
Procedure 12.715, Property and Evidence: Accountability, Processing, Storage and Release
Procedure 12.900, Processing Juvenile Offenders
Ohio Revised Code 1547.11(B), Operating Under Influence of Alcohol, Drugs Prohibited; Test Analysis
Ohio Revised Code 4511.19, Driving While Under the Influence of Alcohol or Drugs or with Certain Concentration of Alcohol in Bodily Substances; Chemical Analysis
Ohio Revised Code 4511.191, Chemical Tests for Determining Alcoholic Content
Ohio Revised Code, Rules of Criminal Procedure, Rule 16

Birchfield V. North Dakota, 579 U.S. (2016)

Definitions:
Physical control is defined as being in the driver’s position in the front seat and having possession of the vehicle ignition key or ignition device.

Purpose:
To provide a safe environment for all motorists and pedestrians on area roadways.

Policy:
The Cincinnati Police Department (CPD) will aggressively engage in OVI enforcement. Officers will properly preserve and prepare evidence for all OVI court cases. The Police Department will work with the community to help develop and participate in preventative programs relating to OVI enforcement. Each police district has a testing site.

District Commanders must designate a supervisor with a valid breath testing permit responsible for the care and security of the testing site. Traffic Unit is responsible for the care, maintenance, and instrument checks of the breath testing instrument.
**Information:**

An officer making an arrest for OVI must establish reasonable grounds for the initial stop. An officer observing an operator commit a traffic violation or any reasonable investigation are examples of a basis for a stop. The officer must then establish probable cause to arrest for OVI before administering any Blood Alcohol Concentration (BAC) Test. Administer Standardized Field Sobriety Testing at roadside prior to arrest when possible.

**Procedure:**

A. Breath Testing for Blood Alcohol Concentration (BAC)

1. Officers making an OVI arrest who are not certified breath testing instrument operators will request one respond to the arresting officer’s district.
   a. If time is of the essence, officers will use the nearest testing site.
   b. Read the arrested the Miranda Warning and advise of the right to make a telephone call at the time of arrest. Document this information on the Form 495, Cincinnati Police Department Intoxication Report, in the Arrest Information section.

2. Officers must obtain a breath, urine, or blood test within three hours of the violation (i.e. last operation of a vehicle). There is no time limit when a chemical test is not taken under ORC Section 4511.19(A)(1)(a).

3. The order of testing for Blood Alcohol Concentration (BAC) is:
   a. Breath
   b. Urine
   c. Blood
      1) If arrested is being treated for injuries at a hospital, blood is the preferred test.

4. The arresting officer or the breath testing instrument operator must observe the subject for 20 minutes or more before administering the breath test to ensure nothing is ingested orally.

5. The breath testing instrument operator will:
   a. Ensure the breath testing instrument is functioning properly and the testing site log book is in proper order.
      1) An internal radio frequency interference (RFI) detector protects the breath testing instrument from radio interference. Radio interference inside the testing site may set off the RFI detector.
      2) If the RFI detector activates during a breath test, the operator will start the testing process over from the beginning. This does not excuse the arrested from the responsibility of giving an additional breath sample.
a) Do not attempt a third test on the breath testing instrument if the RFI detector activates a second time.

1] Time permitting, transport the arrested to another testing site.

2] If time is a factor, the arresting officer will request a urine sample.

b. An operator encountering a problem which creates doubt as to the breath testing instrument's accuracy or renders the breath testing instrument inoperable will remove the breath testing instrument from service.

1] The breath testing instrument operator will make a blotter entry noting the reason for removing the breath testing instrument from service and notify the shift Officer In Charge (OIC).

2] The shift OIC will notify the Traffic Unit as soon as possible, but no later than the Traffic Unit's next working day.

c. The breath testing instrument operator will conduct all testing and processing according to the Ohio Administrative Code Sections 3701.53.01-10 and Ohio Revised Code (ORC) Sections 4511.19 and 4511.191.

B. Operating a Vehicle Under the Influence - Arrest

1. Complete the MUTT as follows:

a. Charge all persons arrested for OVI, including a refusal of chemical test(s), with ORC Section 4511.19(A)(1)(a) "Operated a vehicle while under the influence of alcohol and/or drugs of abuse" in the OVI area of the MUTT.

b. If a completed breath test reveals the arrested has a BAC of .08 but less than .170 BAC the arresting officer will charge the arrested with ORC Sections 4511.19(A)(1)(a) in the OVI area and 4511.19(A)(1)(d) in the first available other offense block of the MUTT.

1) The "Description of Offense" for ORC Section 4511.19(A)(1)(d) should read: "Operate a vehicle with a concentration of ______ Grams by weight of alcohol per 210 liters of breath."

c. If a completed breath test reveals the arrested has a BAC of .170 or above, the arresting officer will charge the arrested with ORC Sections 4511.19(A)(1)(a) in the OVI area and 4511.19(A)(1)(h) in the first available other offense block on the MUTT.

1) The "Description of Offense" for ORC Section 4511.19(A)(1)(h) should read: "Operate a vehicle with a concentration of ______ Grams by weight of alcohol per 210 liters of breath."
d. If a completed breath test reveals the arrested has a BAC of less than .08, the arresting officer will charge with ORC Section 4511.19(A)(1)(a). Word the MUTT as in Section B.1.a.

1) If drug abuse is suspected, or a combination of alcohol and drug abuse is suspected, request a urine sample.

e. For blood or urine samples when alcohol is involved, the arresting officer will charge the arrested with ORC Sections 4511.19(A)(1)(a) in the OVI area of the MUTT and 4511.19(A)(1)(b) or (e) in the first available other offense area of the MUTT as follows:

1) **Blood:** ORC Section 4511.19(A)(1)(b), "Operate a vehicle with a BAC above .08 grams of alcohol per 100 milliliters of blood."

2) **Urine:** ORC Section 4511.19(A)(1)(e), "Operate a vehicle with a BAC above .11 grams of alcohol per 100 milliliters of urine."

f. The Traffic Unit will respond directly to the Coroner’s Office for blood or urine test results.

g. When only drugs are involved, use ORC Section 4511.19(A)(1)(a).

h. If the arrested refuses a breath, urine, or blood test, the arresting officer will charge with ORC Section 4511.19(A)(1)(a). Word the MUTT as in Section B.1.a.

1) Failure to give an adequate breath sample (deficient sample) is considered a refusal.

2) Only a urine test can be offered and refused at the Hamilton County Justice Center (HCJC).

i. If the arrested refuses a chemical test and has a prior conviction in the last 20 years for ORC Sections 4301.69, OVI, or 4511.19(B)(3), Underage Consumption, the arresting officer will also charge with ORC Section 4511.19(A)(2).

1) Wording for ORC Section 4511.19(A)(2) will be "Refused a chemical test under 4511.191 with a prior OVI in 20 years."

2. All charges supporting the OVI charge will be written on the same MUTT in the other offense area.

a. If another MUTT is used due to additional charges, print the words "Companion Case" across the "Conditions area" of the MUTT. Also, cross reference the MUTT serial numbers on each companion MUTT.
3. If the arrested fails to produce a driver's license, but has a valid license through Law Enforcement Automated Data System (LEADS) verification, do not cite for ORC Section 4510.12. If the arrested has no driving privileges, cite the proper ORC Section for Driving Under Suspension (DUS) or No Operators License on the MUTT.

   a. Advise the arrested to surrender the driver's license, within 24 hours of the arrest, to the district where processing occurred.

      1) The district receiving the license will forward it to the Traffic Unit.

4. Cite the arrested on the MUTT for the fifth calendar day following the arrest. If the fifth day is a Saturday, Sunday, or a legal holiday, use the next court day.

5. OVI - Physical Arrest:

   a. Physically arrest the violator having two or more OVI convictions within the last six years or 5 or more convictions within the last 20 years or any felony OVI conviction. (Example: You have an OVI offender with one prior conviction, they are charged as a second offender. Two prior convictions are charged as third offenders, etc.) Those charged as first and second OVI offenders may be cited (see Procedure 12.555).

      1) Query both traffic and criminal histories in RCIC, LEADS and eCLEAR

      2) The Form 495 must reflect the number of OVI convictions which occurred in the last six years.

   b. If the location of the arrested's residence and place of employment makes extradition necessary (Procedure 12.555), physically arrest and require bond.

   c. If the arrested is hospitalized or remains under hospital care, whether or not a BAC test was given, follow Procedure 12.600.

   d. See Section N. for proper routing of forms.

C. Underage Consumption/Arrest

1. If the person is under 21 years of age and has consumed alcoholic beverages and operated a vehicle but is not believed to be under the influence, complete the (MUTT) as follows:

   a. If a completed breath test reveals a BAC of .02 but under .08 BAC, charge the arrested under ORC Section 4511.19(B)(3) in the first available other offense block of the MUTT.

      1) The "Description of Offense" should read: "Operate a vehicle after underage alcohol consumption." ORC Section 4511.19(B)(3).
b. If a completed breath test reveals a BAC of .08 or greater, charge under the ORC Section 4511.19(A) OVI arrest.

c. If the violator refuses chemical tests, then charge under 4301.69 on a NTA.

1) The “Description of Offense” should read: “No underage person shall knowingly order, pay for, share the cost of, attempt to purchase, or consume any beer or intoxicating liquor in any public or private place.”

2) If the violator refuses a request for chemical testing, advise the violator he is under an immediate Administrative License Suspension (ALS) but do not seize the vehicle.

d. If the arrested submits to the breath test and the results reveal a BAC of .079 or less, his driving privileges shall not be suspended and the vehicle should not be seized. Do not allow violator to operate the vehicle.

D. Physical Control Under the Influence - Arrest

1. If a person is under the influence of alcohol and/or drugs of abuse and exercises physical control over a vehicle but does not move the vehicle then complete the MUTT as follows:

a. Charge all persons arrested for Physical Control, including a refusal of chemical test(s), with ORC Section 4511.194.

1) The “Description of Offense” for ORC Section 4511.194 should read: “Physical control of a vehicle under the influence of alcohol/drugs.” in the first available other offense block on the MUTT.

2) If the violator refuses request for chemical test advise the violator he is under an immediate ALS suspension but do not seize the vehicle.

b. If a completed breath test reveals the arrested has a BAC of .08 or greater the arresting officer will also charge the arrested with an additional ORC Section 4511.194 in the next available other offense block on the MUTT.

1) The "Description of Offense" for ORC Section 4511.194 with a breath test of .08 BAC or greater should read: "Physical control of a vehicle with a concentration of ______ grams by weight of alcohol per 210 liters of breath."

2) If the arrested submits to the breath test, their driving privileges shall not be suspended and the vehicle should not be seized. Do not allow violator to operate the vehicle.
E. Completing Required Forms

1. The arresting officer will complete a Form BMV-2255, ALS for each OVI, Physical Control and Underage Consumption arrest.

   a. The ALS contains all rights, penalties, and appeals concerning driving privileges. The arresting officer, in the presence of a witness, must read and show the offender the back side of the form regarding the "Consequences of Test and Refusal." The arrested must have the opportunity to sign the form. If the arrested refuses, mark the “Refused to Sign” box. If the offender is unable due to injury, the form will still be read to the offender and write "Unable" on the signature line.

      1) The three hour time limit to obtain a chemical test does not extend the two hour time limit for the reading of the ALS.

         a) Reading of the ALS must occur within two hours from the time of the alleged violation.

         b) Once the ALS is read and shown to the arrested, failure to submit to a chemical test within three hours of the alleged violation automatically constitutes a refusal.

   2) Ensure the ALS is completed with current information, signed by a witness and notarized before separating the form.

      a) The OFFENDER copy must be complete, but notarization is not required.

   b. Impound the vehicle of a person arrested and charged with OVI for pretrial seizure if they are the vehicle owner, based on LEADS verification, and have at least one (1) OVI conviction within the last six years.

      1) Refer to Procedure 12.270, for towing or moving a vehicle.

         a) Advise the Emergency Communications Center (ECC) the vehicle is a pretrial seizure when requesting a wrecker.

   c. Routing the ALS

      1) OVI arrests

         a) If the arrested tests .08 or above BAC or refuses a breath, urine, or blood test:

            1] Send the ORIGINAL and LAW ENFORCEMENT copies to the Traffic Unit.

               a] Attach the driver's license of the arrested to the ORIGINAL and LAW ENFORCEMENT copies.

               b] Attach the COURT copy to the MUTT.

               c] Give the OFFENDER copy to the arrested.
b) If the arrested tests below .08 BAC or a urine or blood sample is taken:

1] Send the ORIGINAL and LAW ENFORCEMENT copies to the Traffic Unit.

2] Attach the COURT copy to the MUTT.

   a] Attach the arrested’s driver’s license to the MUTT.

3] Give the OFFENDER copy to the arrested.

2) Physical Control and Underage Consumption Arrests

a) If arrested submits to a chemical test all copies of completed ALS are stored in the OVI jacket at the processing site.

b) If the arrested refuses a chemical test:

1] Send the ORIGINAL and LAW ENFORCEMENT copies to the Traffic Unit.

   a] Attach the arrested’s driver’s license to the ORIGINAL and LAW ENFORCEMENT copies.

   b] Attach the COURT copy to the MUTT.

   c] Give the OFFENDER copy to the arrested.

2. The arresting officer will complete a Form 600, Notification of Rights for each OVI arrest.

   a. Read and show the arrested the Form 600 in the presence of a witness. The arrested must have the opportunity to sign the form. If the arrested refuses, mark the "Refused to Sign" box.

   1) At the time of arrest, read the arrested the Miranda Warning. Refer to Section A.1.b.

3. The arresting officer will complete a Form 495 for each OVI arrest.

   a. The summary of arrest must contain sufficient information to establish reasonable grounds for the initial stop and probable cause to arrest for OVI.

4. The instrument operator will complete a Form HEA2652, State of Ohio Test Report, breath test record, and testing site log book entry whenever the breath testing instrument is operated or placed in operation, even if the arrested refuses the test.

   a. For refusals, complete the Form HEA2652 through Step 4. Check the "Refusal" block.

   b. Enter all refusals, instrument checks, breath, urine and blood tests in the testing site logbook.
1) All logbook entries must be in numerical order according to the OVI number on the Form 495.

2) If an entry needs to be deleted in the testing site logbook, draw a single line through the item and notify Traffic Unit of the deletion.

3) Notify Traffic Unit of any irregularities involving the testing site logbook.

F. Urinalysis Testing for BAC

1. Use the ALS for the implied consent.
   a. The arresting officer must read and show the arrested, in the presence of a witness, the "Consequences of Test and Refusal" on the back side of the Form BMV-2255. The arrested must have the opportunity to sign the signature line on the front. If the arrested refuses to sign, mark the "Refused to Sign" box.

2. A police officer of the same sex as the arrested must witness the giving of a urine specimen to assure authenticity.
   a. Arresting officers do not have to be licensed breath testing instrument operators to process urine samples.
   b. Collect one sample in a clean, tightly closed container.
      1) The container must be at least 3/4 full.
   c. Add one Jenneile Enterprises sodium fluoride capsule to the sample. Indicate on the Evidence Submission Form and the Form 495 the sodium fluoride capsule was added.
   d. Seal the specimen container with evidence tape and initial the tape.
   e. Label the specimen container with the name of the arrested, name of the person taking the specimen, date and time the specimen was taken, and that the sodium fluoride capsule was added.
   f. Complete one original Evidence Submission Form. Place the OVI number in the upper right corner. List the court date and ORC violation.
   g. Place the sealed specimen container in a evidence biohazard bag.
   h. In the outside pocket of the biohazard bag place the following. Do not use staples or paper clips:
      1) Original Evidence Submission Form
      2) Original Form 327, Property Tag
      3) Original Form 330, Property Receipt
      4) Copy of the Form 495 or citation.
3. During normal business hours (0700 to 1600 hours), the arresting officer will hand deliver the evidence to the Court Property Unit.
   a. If the Court Property Unit is closed, the officer will place the evidence in the refrigerated locker located outside of the Court Property Unit. The delivering officer will make an entry in the CPU log book.
   b. Court Property Unit personnel will process the evidence during normal business hours.

4. Court Property Unit personnel will take both evidence specimens to the Hamilton County Coroner's Lab for analysis.

G. Blood Testing for Blood Alcohol Content
1. Use the ALS for the implied consent.
   a. The arresting officer must read and show the arrested, in the presence of a witness, the "Consequences of Test and Refusal" on the back side of the Form BMV-2255. The arrested must have the opportunity to sign the signature line on the front. If the arrested refuses to sign, mark the "Refused to Sign" box.

2. Only a physician, registered nurse, qualified technician, chemist, phlebotomist or Cincinnati Fire Department (CFD) paramedic can draw blood specimens. A search warrant or Voluntary Blood Request Form (Form 611-B) must be completed before obtaining any blood sample.
   a. Request area hospital personnel (physicians, nurses, etc.) provide this service.
      1) An officer who has reasonable grounds to believe a subject was operating a vehicle under the influence of alcohol or drugs may request a blood test pursuant to ORC Section 4511.191. The officer will request the hospital perform the appropriate test by completing an official request form designed by each hospital when required.
         a) If the hospital refuses to assist in obtaining the specimen, contact the Traffic Unit.
   b. Fire Department paramedics will not respond for the sole purpose of drawing blood to ascertain BAC.
   c. Arresting officers do not have to be licensed breath testing instrument operators to process blood samples.
   d. The arrested will be shown and read the ALS and agree to have his blood drawn for the purpose of analysis.
      1) A Search Warrant must be completed to obtain blood from an unconscious person.
a) If a person is unconscious the BMV implied consent Form 2255 still must be read and witnessed.

b) Contact the Traffic Unit for guidance in obtaining a Search Warrant.

3. Special circumstances may exist for which a search warrant can be issued to obtain a blood sample from a multiple OVI offender who refuses a chemical test.

a. A qualifying multiple offender will have at least two OVI convictions within six years or five or more convictions within twenty years or have a felony OVI conviction.

1) Contact the Traffic Unit as soon as possible if special circumstances should be considered. Traffic Unit personnel will obtain a search warrant if appropriate.

2) If a qualifying multiple offender still refuses to submit to a blood sample even after a search warrant has been obtained, attempts to obtain the offender’s blood will cease. Officers will charge the offender with ORC Section 4511.19 (A)(2) and any other applicable charges.

b. A police officer will witness the drawing of the blood samples and maintain control of the evidence for court purposes.

1) Witnessing officer will ensure alcohol swabs are not used when a blood sample is drawn.

4. Obtain two blood specimens.

a. Be sure the test tubes for the blood specimens have a gray cap and contain sodium fluoride and potassium oxalate as anticoagulants.

1) Officers will check the expiration date on the tube to be sure it hasn’t expired.

2) Officers in need of blood test tubes will obtain tubes from the district OVI room or the Traffic Unit.

b. Seal each specimen container with evidence tape and initial the tape.

c. Label each specimen container with the name of the arrested, name of person taking the specimens, and the date and time specimens were taken.

d. Complete one original Evidence Submission Form. Place the OVI number in the upper right corner. List the court date and ORC violation.

e. Place both sealed specimen containers in one evidence biohazard bag.
f. In the outside pocket of the biohazard bag place the following. Do not use staples or paper clips:
   1) Original Evidence Submission Form
   2) Original Form 327
   3) Original Form 330
   4) Copy of the Form 495 or citation.

  g. Route the evidence as outlined in Section F.3. of this procedure.

H. Testing for Drug Abuse

  1. When drug abuse, or a combination of alcohol and drug abuse is suspected, obtain either a urine or blood specimen and follow Section F. or G. of this procedure. Do not complete a Form HEA2652.

I. Felony Arrests

  1. Persons arrested with five or more prior OVI or Underage Consumption convictions within 20 years will be charged as a 4th degree felony (see Section B.5.a.).
     a. Officers must verify through the Regional Crime Information Center (RCIC) and LEADS that a person has at least five prior OVI or Underage Consumption convictions within 20 years before charging as a 4th degree felony.
     b. In bold letters write "4th DEGREE FELONY" in the conditions block of the MUTT and the top of Form 495.

  2. Persons arrested with three or more prior OVI convictions within six years will be charged as a 4th degree felony (see Section B.5.a.).
     a. Officers must verify through the RCIC and LEADS that a person has at least three prior convictions within six years before charging as a 4th degree felony.
     b. In bold letters write "4th DEGREE FELONY" in the conditions block of the MUTT and the top of Form 495.

  3. Persons arrested with any felony OVI conviction, regardless of when the conviction occurred, will be charged as a 3rd degree felony (see Section B.5.a.).
     a. Officers must verify through the RCIC and LEADS that a person has a prior felony OVI conviction before charging as a 3rd degree felony.
     b. In bold letters write "3rd DEGREE FELONY" in the conditions block of the MUTT and the top of Form 495.

  4. Physically arrest all persons charged as a 3rd or 4th degree felony OVI as outlined in Procedure 12.555.

J. Juvenile OVI Offender

1. A juvenile OVI offender is processed the same as an adult when probable cause exists for ORC Section 4511.19(A) if the BAC is .08 or more.
   
a. If BAC is .08 but below .170 the arresting officer will charge the juvenile with ORC Sections 4511.19(A)(1)(a) and 4511.19(A)(1)(d) on the MUTT (see Section B.1.)
      
      1) Word the "Description of Offense" ORC Sections 4511.19(A)(1)(a) and 4511.19(A)(1)(d) the same as an adult (see Section B.1.).
      
      2) The ALS is completed the same as an adult (see Section C.1.).
   
b. If BAC is at .170 or above, the arresting officer will charge the juvenile with ORC Sections 4511.19(A)(1)(a) and 4511.19(A)(1)(h) the same as an adult.
   
c. A juvenile OVI offender is processed the same as an adult when probable cause exists and the offender is charged with ORC Section 4511.19(A)(1)(a) when the offender refuses any chemical test.
   
d. Release the juvenile to a parent or guardian only.
      
      1) Cite the arrested juvenile on the MUTT for the fifth calendar day following the arrest. If the fifth day is a Saturday, Sunday, or legal holiday, use the next court day.
      
      a) The court appearance is at 1430 hours in Juvenile Court, Broadway Building, 800 Broadway.

2. A juvenile is processed for "Underage Alcohol Consumption" ORC Section 4511.19(B)(3), when a completed breath test reveals the juvenile has a BAC of .02 to less than .08, and probable cause does not exist for the ORC Section 4511.19(A)(1)(a) offense of OVI (per Information Section).
   
a. Word the "Description of Offense" ORC Section 4511.19(B)(3) as follows: "Operate a vehicle after underage consumption." in the first available other offense area of the MUTT.
      
      1) An ALS is completed for underage consumption but not processed unless chemical test is refused.
      
      2) Attach the driver's license to the MUTT.
      
      3) A juvenile who refuses a chemical test for underage consumption ORC Section 4511.19(B)(3) refer to Section C.1.c.

3. If physically arrested, follow Procedure 12.900.

4. Obtain the consent of a parent or legal guardian before taking a blood sample.
5. Write the word "Juvenile" in bold letters in the top left corner of the original Form 495 and all copies.

K. Form 496, Operating a Vehicle Under the Influence Investigation Record

1. The arresting officer will complete a Form 496, OVI jacket for each OVI arrest. The OVI jacket will contain the following forms:
   a. Original Form 495
   b. Original Form HEA2652
   c. Original Breath Test Record
   d. Original Form 600
   e. One copy of the OH-1, Ohio Traffic Crash Report (if applicable)
   f. One copy of the ALS
   g. One copy Form 527 (if applicable)
   h. One copy of the MUTT
   i. One picture (adults only).
   j. Copies of all other related reports
   k. Statements
      1) Any written or recorded statement by the defendant or a co-defendant, including any summaries of such statements.
      2) Any written or recorded statement by the victim or witness.
   l. All laboratory or hospital reports.
   m. Results of physical or mental examinations, experiments or scientific tests.
   n. Documentation of evidence collected.
   o. Photographs related to the offense.

2. Anytime a DVR equipped police vehicle is involved in a stop where an individual is arrested for OVI:
   a. Officers will record all OVI incidents from the point of initial contact to the arrival at the testing location. Officers will record during the transport to jail.
   b. A copy of the OVI incident captured on disc will be held as evidence. Clearly mark the 527 and MUTT(s) with "ACE" (Automated Control of Evidence). Also, mark “yes” in the specific block on the 495.
      1) If the incident captured on a DVR is over an hour in length, the incident will be copied to more than one disc.
c. Complete a Form 606, Records Request. Process the copy of the DVR disc as evidence held for court (see Procedure 12.715). Mark the copy of the disc with the date and OVI number.

1) Discs must be identified by attaching a label with all pertinent information. Do not write directly on the disc.

d. When an incident is captured on a DVR, a second copy of the disc will be made and routed to the Prosecutor’s Office with the OVI paperwork.

3. Supervisory Review of Completed Forms

a. The completed Form 496 will be submitted for review to an on-duty supervisor prior to securing the tour of duty. The on-duty supervisor will review all forms for accuracy and completeness and sign the Form 495 and Form 496 as the reviewing supervisor.

1) The arresting officer will submit the Form 496 to be filed by the test site supervisor.

b. The test site supervisor will file all OVI case jackets and will review the logbook weekly for accuracy and completeness.

1) The testing site supervisor will notify Traffic Unit of any irregularities.

L. Use of Testing Sites by Outside Agencies

1. A Form 495 will be used for each outside agency arrest. If the outside agency has its own intoxication report, assign a Cincinnati OVI number to each report.

2. The arrest will be entered in the CPD testing site log book by OVI number in numerical order.

3. The Form HEA2652 will be completed when any breath test is given (not necessary with blood or urine).

4. All original documents, Form 495, Form HEA2652, Breath Test Record, Form 600, ALS, Operator’s License, and any other form completed for the arrest will remain with the arresting officer from the outside agency. It will be the responsibility of the arresting officer from the outside agency to forward the proper copies to their court system.

5. Copies of all of the above listed forms completed for the arrest will be filed in the Form 496. Mark in bold letters on the top of the case jacket "OTHER AGENCY ARREST."

6. Copies of all the paperwork listed in 4. above will be sent to the Traffic Unit.

M. Removal of OVI Case Jackets

1. OVI jackets can only be removed for court or with the permission of the district testing site supervisor or district commander.
a. To remove an OVI jacket, complete an entry in the OVI Jacket Sign Out Log. The entry must contain the OVI jacket number, name of the officer removing the OVI jacket, reason (including room number and case number), and the date removed. The OVI jacket must be returned promptly and an entry made in the log indicating the return date. The site supervisor will re-file the OVI jacket.

1) Officers unable to return OVI jackets within five days must submit a Form 17 detailing the circumstances.

b. The testing site supervisor will ensure accountability and security of all OVI jackets.

1) An audit of all OVI jackets will be conducted on January 1st and July 1st each year. Forward a summary of the audit through the affected commander to Inspections Unit and Traffic Unit.

2. The testing site supervisor will review the logbook weekly for accuracy and completeness.

a. The testing site supervisor will notify Traffic Unit of any irregularities.

N. Routing Completed Forms

1. All copies must be hand delivered before 0800 hours each court day. Each copy must be legible and on 8-1/2" X 11" paper.

a. City Prosecutor's Office, 801 Plum Street, Room 200:

1) Two copies of the Form 495.

2) One copy of the Form HEA2652 and breath test record attached to the Form 495.

3) One copy of the OH-1 (if applicable).

4) One copy of the DVR disc. The disc will be identified with the arrestee’s name, the date of arrest, and the OVI number. The information will be written on a label and attached to the disc.

b. Municipal Court Probation Division, Broadway Building, 800 Broadway:

1) One copy of the Form 495, placed in an envelope and labeled "Municipal Court Probation Division" and left at the Prosecutor's Office.

c. Traffic Unit, 800 Evans Street:

1) One copy of the Form 495.

2) The ORIGINAL and LAW ENFORCEMENT copies of the ALS with the driver's license attached, if applicable.
a) Attach the license to the ALS when breath tests are .08 or above or any chemical test is refused and forward to the Traffic Unit.

b) Attach the license with the COURT copy of the ALS to the MUTT for ORC Section 4511.19(A)(1)(a) on any test under a .08 BAC, or blood and urine samples.

3) One copy of the Form HEA2652 and breath test record.

a) Attach all of the forms together.

O. Instrument Checks

1. Traffic Unit will perform an instrument check on the breath testing instrument once every seven days.
CONSEQUENCES OF TEST AND REFUSAL (R.C. 4511.192) (MUST BE READ TO OVI / PHYSICAL CONTROL OFFENDER)

"You now are under arrest for (specifically state the offense under state law or a substantially equivalent municipal ordinance for which the person was arrested) operating a vehicle under the influence of alcohol, a drug, or a combination of them; operating a vehicle while under the influence of a listed controlled substance or a listed metabolite of a controlled substance; operating a vehicle after underage alcohol consumption; or having physical control of a vehicle while under the influence.

"If you refuse to take any chemical test required by law, your Ohio driving privileges will be suspended immediately, and you will have to pay a fee to have the privileges reinstated. If you have a commercial driver license and refuse to submit to the test or tests you will immediately be placed out-of-service for twenty-four hours; you will be disqualified from operating a commercial motor vehicle for a period of not less than one year; and you will be required to surrender your commercial driver license to me."

"If you have a prior conviction of OVI, OVUAC, or operating a vehicle while under the influence of a listed controlled substance or a listed metabolite of a controlled substance under state or municipal law within the preceding twenty years, you now are under arrest for state OVI, and if you refuse to take a chemical test, you will face increased penalties if you subsequently are convicted of the state OVI."

"If you have previously pled guilty or been convicted of two or more OVIS, OVUAC's, or equivalent offenses in the previous three years, or pled guilty or been convicted of five or more OVIS, OVUAC's, or equivalent offenses in the previous twenty years, or pled guilty or been convicted of a felony of any of the above violations, and you refuse to submit to a chemical test required by law, I am authorized to use whatever reasonable means are necessary to ensure that you submit to a chemical test."

(Read this part unless the person is under arrest for solely having physical control of a vehicle while under the influence.) "If you take any chemical test required by law and are found to be at or over the prohibited amount of alcohol, a controlled substance, or a metabolite of a controlled substance in your whole blood, blood serum or plasma, breath, or urine as set by law, your Ohio driving privileges will be suspended immediately, and you will have to pay a fee to have the privileges reinstated.

"If you take a chemical test, you may have an independent chemical test taken at your own expense."

CONSEQUENCES OF TEST AND REFUSAL – OUT-OF-SERVICE (R.C. 4506.17) (MUST BE READ IN ADDITION TO THE ABOVE TO AN OFFENDER WHO IS THE HOLDER OF A COMMERCIAL DRIVER LICENSE OR IS DRIVING A COMMERCIAL VEHICLE)

"I am a law enforcement officer; I have probable cause to stop and detain you. After investigating the circumstances, I have probable cause to believe you were operating a motor vehicle in violation of section 4506.15 of the Ohio Revised Code. I request that you submit to a test or tests of your blood, breath, or urine for the purpose of determining your alcohol concentration or the presence of any controlled substance. If you refuse to submit to the test or tests you will immediately be placed out-of-service for twenty-four hours; you will be disqualified from operating a commercial motor vehicle for a period of not less than one year; and you will be required to surrender your commercial driver license to me."

ADDITIONAL INFORMATION FOR OFFENDER

IMMOBILIZATION OR FORFEITURE UPON OVI ARREST (R.C. 4511.195)

If you have previously been convicted of operating a motor vehicle under the influence, OVI, (R.C. 4511.19), or similar municipal ordinance, the vehicle and its identification license plates may be seized. The vehicle may be towed and kept by the law enforcement agency or may be immobilized. The period of time for which the vehicle and license plates will be kept or immobilized may be at least until the initial appearance in court. At the initial appearance the court may order that the vehicle and license plates be returned or released to the vehicle owner until the disposition of the charge. If you are convicted of or plead guilty to OVI, the court may issue an order of immobilization of the vehicle and the impoundment of its license plates, or an order for the criminal forfeiture of the vehicle to the state. If you are not the vehicle owner you must immediately inform the owner that the vehicle and its license plates have been seized and that the owner may be able to obtain the return or release of the vehicle and plates at your initial appearance in court.

OFFENDERS ARRESTED FOR DRIVING UNDER SUSPENSION OR WRONGFUL ENTRUSTMENT OF A MOTOR VEHICLE (R.C. 4511.203)

If you are charged for driving under an OVI suspension, (R.C. 4510.14), or wrongful entrustment of a motor vehicle, (R.C. 4511.203), the vehicle and identification plates may be seized, and the vehicle may be towed and kept by the law enforcement agency. Any period of seizure will be at least until your initial appearance in court. At the initial appearance the court may order the vehicle returned to you or released to the vehicle owner. If you are convicted of driving under suspension, or of wrongful entrustment of a vehicle, the court may issue an order of immobilization of the vehicle and impoundment of its license plates. Upon a third conviction of wrongful entrustment of a vehicle (R.C. 4511.203), driving under suspension (R.C. 4510.11), or a municipal ordinance similar to one of the above, the court, upon your conviction may order the forfeiture of the vehicle. If you are not the owner, you should immediately inform the owner that the vehicle and the license plates have been seized and that the owner may be able to obtain the return or release of the vehicle and plates at your initial appearance in court.

IF YOU HAVE A COMMERCIAL DRIVER LICENSE OR YOU WERE OPERATING A COMMERCIAL VEHICLE:

A. To appeal your disqualification, you must prepare a WRITTEN request for an Administrative Hearing and submit the request by REGISTERED or CERTIFIED MAIL within 30 days of your refusal or test date (see reverse side). Mail your request to:
   Ohio Bureau of Motor Vehicles
   Attn.: CDL / OSP
   P.O. Box 16784
   Columbus, Ohio 43216-6784

B. You may appeal this SUSPENSION in court at the time of your initial appearance. Even though you may appeal this suspension, your driving privileges will still be suspended.

NOTICE OF SUSPENSION (R.C. 4511.192)

Independent of any penalties or sanctions imposed upon you pursuant to any other section of the Revised Code or municipal ordinance, your driver license or commercial driver license, permit, or nonresident operating privilege is now suspended. The suspension takes effect immediately. The suspension will last at least until your initial appearance on the charge, which will be held within five days after the date of this arrest or the issuance of a citation to you. You may appeal the suspension at the initial appearance before the court that hears the charges against you that resulted from the arrest, or during the period of time ending 30 days after that initial appearance.

LENGTH OF SUSPENSION

For Refusal
(Based on prior refusals, convictions, and guilty pleas within 5 years)

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<td>Two or more priors</td>
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For Prohibited Concentration of Alcohol
(Based on prior convictions and guilty pleas within 3 years)

<table>
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<td>Two or more priors</td>
<td>2</td>
</tr>
<tr>
<td>Three or more priors</td>
<td>3</td>
</tr>
</tbody>
</table>
15.115 CORRECTIVE / DISCIPLINARY PROCESS AND DOCUMENTATION

Reference:
Procedure 14.200, Information Technology
Procedure 16.111, Employee Tracking Solution
Manual of Rules and Regulations and Disciplinary Process – Section 9
FOP/City Labor Agreement
AFSCME/City Labor Agreement
CODE/City Labor Agreement
Cleveland Board of Education vs. Loudermill, 470 US 532 (1985)
Ohio Revised Code 2716.05, Service of Order and Notices on Garnishee
Public Employees Assistance Program

Definitions:
Evaluation Supplement Log (ESL) – An entry in the Employee Tracking Solution (ETS) which documents personnel work performance, corrective measures, discipline and interventions to enhance employee effectiveness. These entries are used as supporting documentation for employee evaluation.

Written Reprimand – A formal disciplinary action documented on a Form 66-S, Notice of Official Reprimand. The Form 66-S summarizes the reason(s) for reprimand and remains in an employee's personnel service record for three (3) years. Service of a reprimand is documented via ESL entry into ETS.

Disciplinary Hearing – Part of the Federal due process requirement provided to a public sector employee allowing them the opportunity to hear and respond to administrative charges being brought against them. Also referred to as a “Department Level Hearing” (DLH).

Administrative Insight Process – An interview held with a Department employee to review their involvement in an incident or action which was contrary to established procedures or rules. The process includes discussion of corrective action(s) to be completed by the employee. Administrative Insights are documented via ESL entry into ETS.

Garnishment – A stoppage of a specified sum from an individual's wages to satisfy a creditor, as a result of a judgment obtained against an employee in a court of record.

Purpose:
Provide a means of accountability, clear performance expectations and timely disciplinary notification to employees. Increase employee awareness as to the causes of an incident to prevent similar situations in the future.

Provide guidelines to document positive employee work performance, training, and corrective action. Improve the development and evaluation of personnel.
Policy:
The Employee Tracking Solution (ETS) will maintain an ESL on all sworn and non-sworn employees. Employee interventions and the intervention progress will be documented and tracked via ETS. When the intervention includes a referral to an outside agency (e.g., Public Employees Assistance Program (PEAP), police psychologist), only the name of the agency will be listed. The reason for the referral will be outlined in the employee’s medical jacket maintained at Personnel Management.

The City of Cincinnati pays for PEAP services provided to city employees. Employees may call PEAP for telephone consultation or set up a private meeting. The services provided by PEAP include assessment of current financial crisis, review of past due and current bills, and discussion of options available to resolve immediate and long-term problems.

The Police Department will notify an employee of a wage garnishment judgement. Employees with financial problems are encouraged to deal responsibly with their personal finances and seek help on a voluntary basis through PEAP. An assignment transfer is appropriate when the employee’s current assignment provides an easy opportunity for the employee to be financially compromised because of garnished wages. State law requires the City Treasurer’s Office to withhold up to 25% of an employee’s disposable income (gross pay minus deductions required by law) to satisfy a creditor.

Information:
Any of the following are considered an intervention and will be documented in the employee’s ESL:

- Review
- Counseling
- Training
- Referral to outside services (e.g., PEAP, police psychologist)
- Monitoring plan – documented action plan with set reporting intervals
- Reassignment
- Discipline
- Other or any combination of the above

Procedure:
A. ESL Entries
   1. Every ESL entry will be entered into ETS by a supervisor.
   2. When initiating an ESL entry, include a brief description of the subject matter in the title.
      a. In the Activity Summary, include a detailed description of the incident or action generating the ESL entry.
         1) Include reference information (e.g., CAD number, tag number, names) if applicable.
2) Include the date and time the incident or action occurred.

b. When describing the supervisory action taken, a one or two word entry is acceptable (e.g., commended, officer advised, reviewed, counseled). If the action is documenting an intervention plan, a brief description of the plan or the name of the outside agency must be noted.

c. If an incident or a series of incidents result in other action taken at a later date, note the specific action taken in the Further Disposition area (e.g., official commendation, written reprimand, etc.)

3. The supervisor should workflow the ESL to the employee when they are ready to review it with them. The review must take place as soon as possible from the date of entry.

a. A supervisor will request the employee log in to ETS and review the ESL.
   1) The review will take place in the presence of the supervisor who prepared the ESL. If a different supervisor is going to review the ESL with the employee, the ESL must first be workflowed to the reviewing supervisor.
   2) Supervisors who initiate an ESL entry or review an ESL entry with an employee will enter their initials and badge number.

b. The employee will be asked to enter their initials and badge number (if applicable) to acknowledge receipt of the ESL entry.
   1) If the employee refuses to initial a disciplinary or corrective entry, another supervisor must witness the refusal. Note the witnessing supervisor’s name in the Action Taken area.
   2) The reviewing supervisor must type the word “refused” in the Employee Initial field indicating the employee refused to initial the ESL, regardless of the nature.
   3) Employees are not permitted to write a rebuttal or comments on the ESL form. Employees may submit an explanation or rebuttal on a Form 17.
      a) The reviewing supervisor will route the Form 17 through the chain of command.
      b) The Police Chief or their designee will review the information contained in the Form 17 and determine follow up action. These include but are not limited to:
         1] Removal of ESL Entry.
         2] Concurrence of ESL Entry with no further action.
         3] Additional investigation or follow up to support entry.
c) The Form 17 with comments will be returned to the employee via the chain of command.

1] The employee’s immediate supervisor will ensure the Form 17 is scanned into the ETS case file.

4. Any report submitted that indicates an ESL entry was made (e.g., Form 17, 90SP, 91SP) must be attached in the case folder.
   a. The ESL will be attached to the original ETS case, if appropriate, by “Add ESL”.
   b. If a hard copy of the ESL is needed for a document outside of ETS, the ESL will be printed and attached.

5. District/section/unit commanders will finalize all ESL entries.
   a. The relief or unit officer in charge will check entries regularly for accuracy.
   b. First line supervisors will review the ESL in conjunction with the monthly worksheet review.

6. ESL entries may be accessed and reviewed by:
   a. Employees – employees may review their ESL via ETS at any time.
   b. District/section/unit commanders and supervisors to whom the employee is assigned.
   c. Personnel Management.
   d. Internal Investigations Unit (IIU).
   e. Inspections Unit.
   f. Assistant Police Chief.
   g. Police Chief and/or designee.

B. Written Reprimand

1. When disciplinary action arises above verbal counseling and documentation via an ESL entry a Notice of Official Reprimand will be completed.
   a. A Form 66-S will be completed and submitted to the Bureau Commander for review and approval
   b. Once approved by the Bureau Commander the Written Reprimand will be served on the employee and documented via ESL entry into ETS.
      1) Attach a copy of the signed Form 66-S to the ETS file.
         a) Send a copy of the signed Form 66-S with the ETS number attached to the Internal Investigations Unit and Personnel Management.
C. Administrative Insight Process

1. When Department employees act contrary to established procedures or rules, or do not fulfill the police mission to the best of their ability, the IIU commander will:
   a. Advise the Police Chief of the circumstances.
   b. Notify the employee's bureau commander when the Police Chief determines an Administrative Insight is the proper course of action.

2. The bureau commander will:
   a. Have the district/section/unit commander and the employee appear for an Administrative Insight interview, or
   b. Have the district/section/unit commander conduct an Administrative Insight interview with the employee's immediate supervisor and the employee.

3. The Administrative Insight interviewer will:
   a. Review the circumstances of the incident.
   b. Recommend positive methods the employee can use in the future to prevent a recurrence.
      1) Document on a Form 17 and in the employee's ESL.
         a) Forward the Form 17 to the bureau commander.

4. After the interview, the bureau commander will:
   a. Send the Form 17 to the Police Chief indicating the action taken.
   b. Send copies to Personnel Management for inclusion in the employee's Personnel Jacket.

5. Additional Guidelines
   a. An Administrative Insight may be combined with other disciplinary actions.
   b. An Administrative Insight may be removed from an employee's personnel service record three years after the date of the incident with the approval of the Police Chief, provided no other disciplinary action, charge of misconduct, suspension or demotion has occurred during the three year period.
      1) Submit a brief Form 17 through the chain of command for the Police Chief's consideration.
      2) If approved, the Chief’s Office will notify Personnel Management to remove the Administrative Insight from the personnel service record.
D. Garnishment Notice

1. IIU is responsible for tracking garnishments. When the Police Department receives notice from the City Treasurer, the IIU Commander will forward the garnishment papers along with a cover Form 17 through the chain of command. The bureau commander will forward the garnishment papers to the affected employee's district/section/unit commander.

   a. The employee's district/section/unit commander will ensure prompt service of the garnishment papers on the employee.

   b. The serving supervisor will indicate service on the cover Form 17 and return the form to IIU through channels.
### CRIME STATISTICS for week ending 4/1/2017

#### Violent Crimes

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<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>1/1/17 to 4/1/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
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<th>YTD 2016</th>
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<td>55</td>
<td>56.00</td>
<td>-2%</td>
<td>55</td>
<td>61</td>
<td>-10%</td>
<td>55</td>
<td>56.33</td>
<td>-2%</td>
</tr>
<tr>
<td>Robbery</td>
<td>84</td>
<td>81.33</td>
<td>3%</td>
<td>268</td>
<td>282.00</td>
<td>-5%</td>
<td>268</td>
<td>279</td>
<td>-4%</td>
<td>268</td>
<td>283.33</td>
<td>-5%</td>
</tr>
<tr>
<td>Aggravated Assault</td>
<td>55</td>
<td>51.33</td>
<td>7%</td>
<td>186</td>
<td>139.67</td>
<td>33%</td>
<td>186</td>
<td>143</td>
<td>30%</td>
<td>186</td>
<td>141.00</td>
<td>32%</td>
</tr>
<tr>
<td>Total Violent Crime</td>
<td>162</td>
<td>162.67</td>
<td>0%</td>
<td>524</td>
<td>494.33</td>
<td>6%</td>
<td>524</td>
<td>501</td>
<td>5%</td>
<td>524</td>
<td>497.33</td>
<td>5%</td>
</tr>
</tbody>
</table>

#### Property Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>1/1/17 to 4/1/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>3 YEAR YTD AVG</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary / B&amp;E</td>
<td>186</td>
<td>319.33</td>
<td>-42%</td>
<td>733</td>
<td>970.67</td>
<td>-24%</td>
<td>733</td>
<td>919</td>
<td>-20%</td>
<td>733</td>
<td>976.33</td>
<td>-25%</td>
</tr>
<tr>
<td>Theft from Auto</td>
<td>197</td>
<td>222.33</td>
<td>-11%</td>
<td>724</td>
<td>706.33</td>
<td>3%</td>
<td>724</td>
<td>706</td>
<td>3%</td>
<td>724</td>
<td>709.33</td>
<td>2%</td>
</tr>
<tr>
<td>Personal / Other Theft**</td>
<td>467</td>
<td>569.00</td>
<td>-18%</td>
<td>1689</td>
<td>1697.67</td>
<td>-1%</td>
<td>1689</td>
<td>1772</td>
<td>-5%</td>
<td>1689</td>
<td>1704.67</td>
<td>-1%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>89</td>
<td>61.67</td>
<td>44%</td>
<td>359</td>
<td>251.67</td>
<td>43%</td>
<td>359</td>
<td>232</td>
<td>55%</td>
<td>359</td>
<td>252.33</td>
<td>42%</td>
</tr>
<tr>
<td>Total Property Crime</td>
<td>939</td>
<td>1172.33</td>
<td>-20%</td>
<td>3505</td>
<td>3626.33</td>
<td>-3%</td>
<td>3505</td>
<td>3629</td>
<td>-3%</td>
<td>3505</td>
<td>3642.67</td>
<td>-4%</td>
</tr>
<tr>
<td>Total Part I Crime</td>
<td>1101</td>
<td>1335.00</td>
<td>-18%</td>
<td>4029</td>
<td>4120.67</td>
<td>-2%</td>
<td>4029</td>
<td>4130</td>
<td>-2%</td>
<td>4029</td>
<td>4140.00</td>
<td>-3%</td>
</tr>
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</table>

#### GUN RECOVERIES through week ending 3/25/2017

<table>
<thead>
<tr>
<th>Recovering District</th>
<th>4/15/17 to 3/25/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>12/25/16 to 3/25/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>3 YEAR YTD AVG</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>District 1</td>
<td>21</td>
<td>10</td>
<td>103%</td>
<td>48</td>
<td>29</td>
<td>67%</td>
<td>46</td>
<td>21</td>
<td>119%</td>
<td>46</td>
<td>28</td>
<td>62%</td>
</tr>
<tr>
<td>District 2</td>
<td>4</td>
<td>7</td>
<td>-43%</td>
<td>18</td>
<td>33</td>
<td>-45%</td>
<td>15</td>
<td>23</td>
<td>-35%</td>
<td>15</td>
<td>32</td>
<td>-53%</td>
</tr>
<tr>
<td>District 3</td>
<td>11</td>
<td>25</td>
<td>-55%</td>
<td>56</td>
<td>97</td>
<td>-42%</td>
<td>51</td>
<td>83</td>
<td>-39%</td>
<td>51</td>
<td>93</td>
<td>-45%</td>
</tr>
<tr>
<td>District 4</td>
<td>18</td>
<td>15</td>
<td>23%</td>
<td>34</td>
<td>40</td>
<td>-15%</td>
<td>34</td>
<td>47</td>
<td>-28%</td>
<td>34</td>
<td>36</td>
<td>-6%</td>
</tr>
<tr>
<td>District 5</td>
<td>6</td>
<td>11</td>
<td>-44%</td>
<td>42</td>
<td>36</td>
<td>16%</td>
<td>41</td>
<td>48</td>
<td>-15%</td>
<td>41</td>
<td>34</td>
<td>21%</td>
</tr>
<tr>
<td>Central Business Section</td>
<td>2</td>
<td>0</td>
<td>N/C</td>
<td>2</td>
<td>1</td>
<td>100%</td>
<td>2</td>
<td>0</td>
<td>N/C</td>
<td>2</td>
<td>1</td>
<td>100%</td>
</tr>
<tr>
<td>Total Guns Recovered**</td>
<td>86</td>
<td>82.00</td>
<td>5%</td>
<td>254</td>
<td>298.67</td>
<td>-15%</td>
<td>240</td>
<td>284</td>
<td>-15%</td>
<td>240</td>
<td>280.00</td>
<td>-14%</td>
</tr>
</tbody>
</table>

*Homicide statistics are counts by victims and do not include police interventions nor vehicular homicides.

**Includes unauthorized use of a motor vehicle

***Includes guns recovered by non-district personnel

N/C - Not Calculable

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted. Auto Theft does not include Unauthorized Use (no consent by owner)

---

### POPULATION: 296,943

### AREA: 77 SQ. MILES

#### 2015 VIOLENT CRIMES PER 1000: 7.9

#### 2015 PART I CRIMES PER 1000: 64.3
## Crime Statistics for Week Ending 4/1/2017

### Violent Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Avg</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide*</td>
<td>0</td>
<td>1.67</td>
<td>-100%</td>
<td>3</td>
<td>3.00</td>
<td>0%</td>
<td>3</td>
<td>3</td>
<td>0%</td>
<td>3</td>
<td>3.00</td>
<td>0%</td>
</tr>
<tr>
<td>Rape</td>
<td>3</td>
<td>2.00</td>
<td>50%</td>
<td>8</td>
<td>5.33</td>
<td>50%</td>
<td>8</td>
<td>9</td>
<td>-11%</td>
<td>8</td>
<td>5.67</td>
<td>41%</td>
</tr>
<tr>
<td>Robbery</td>
<td>12</td>
<td>12.33</td>
<td>-3%</td>
<td>35</td>
<td>42.00</td>
<td>-17%</td>
<td>35</td>
<td>31</td>
<td>13%</td>
<td>35</td>
<td>42.00</td>
<td>-17%</td>
</tr>
<tr>
<td>Aggravated Assaults</td>
<td>4</td>
<td>7.00</td>
<td>-43%</td>
<td>21</td>
<td>17.00</td>
<td>24%</td>
<td>21</td>
<td>17</td>
<td>24%</td>
<td>21</td>
<td>17.00</td>
<td>24%</td>
</tr>
<tr>
<td><strong>Total Violent</strong></td>
<td>19</td>
<td>23.00</td>
<td>-17%</td>
<td>67</td>
<td>67.33</td>
<td>0%</td>
<td>67</td>
<td>60</td>
<td>12%</td>
<td>67</td>
<td>67.67</td>
<td>-1%</td>
</tr>
</tbody>
</table>

### Property Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Avg</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary/B&amp;E</td>
<td>22</td>
<td>22.33</td>
<td>-1%</td>
<td>78</td>
<td>60.33</td>
<td>29%</td>
<td>78</td>
<td>69</td>
<td>13%</td>
<td>78</td>
<td>60.33</td>
<td>29%</td>
</tr>
<tr>
<td>Theft from Auto</td>
<td>26</td>
<td>30.67</td>
<td>-15%</td>
<td>107</td>
<td>101.33</td>
<td>6%</td>
<td>107</td>
<td>155</td>
<td>-31%</td>
<td>107</td>
<td>102.00</td>
<td>5%</td>
</tr>
<tr>
<td>Personal/Other Theft*</td>
<td>40</td>
<td>45.67</td>
<td>-12%</td>
<td>137</td>
<td>138.00</td>
<td>-1%</td>
<td>137</td>
<td>145</td>
<td>-6%</td>
<td>137</td>
<td>138.00</td>
<td>-1%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>12</td>
<td>8.00</td>
<td>50%</td>
<td>26</td>
<td>27.67</td>
<td>-6%</td>
<td>26</td>
<td>28</td>
<td>-7%</td>
<td>26</td>
<td>28.00</td>
<td>-7%</td>
</tr>
<tr>
<td><strong>Total Property</strong></td>
<td>100</td>
<td>106.67</td>
<td>-6%</td>
<td>348</td>
<td>327.33</td>
<td>6%</td>
<td>348</td>
<td>397</td>
<td>-12%</td>
<td>348</td>
<td>328.33</td>
<td>6%</td>
</tr>
<tr>
<td><strong>Total Part 1</strong></td>
<td>119</td>
<td>129.67</td>
<td>-8%</td>
<td>415</td>
<td>394.67</td>
<td>5%</td>
<td>415</td>
<td>457</td>
<td>-9%</td>
<td>415</td>
<td>396.00</td>
<td>5%</td>
</tr>
</tbody>
</table>

**Note:**
- N/C - Not Calculable
- *Homicide statistics are counts by victims and do not include police interventions nor vehicular homicides.
- **Includes unauthorized use of a motor vehicle.

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted.

Auto Theft does not include Unauthorized Use (no consent by owner). **Other theft includes unauthorized use of a motor vehicle.

---

### Repeat Drug Calls-for-Service Addresses and Intersections

<table>
<thead>
<tr>
<th>Period</th>
<th>Address Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>3/5/17 to 4/1/17</td>
<td>1126 RACE ST / total of 4</td>
</tr>
<tr>
<td>2/5/17 to 3/4/17</td>
<td>126 E CLIFTON AV / total of 6</td>
</tr>
<tr>
<td>1/8/17 to 2/4/17</td>
<td>1621 LINN ST / total of 4</td>
</tr>
</tbody>
</table>

---

**Prepared by:** Crime Analysis and Problem Solving

Statistics are Preliminary and Subject to Further Analysis and Revision.

**Date:** 4/3/2017
### CRIME STATISTICS for week ending 4/1/2017

<table>
<thead>
<tr>
<th>Category</th>
<th>3/5/17 to 4/1/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>1/1/17 to 4/1/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>3 YEAR AVERAGE</th>
<th>3 YEAR % CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>VIOLENT CRIMES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Homicide*</td>
<td>2</td>
<td>0.67</td>
<td>200%</td>
<td>3</td>
<td>1.33</td>
<td>125%</td>
<td>3</td>
<td>1</td>
<td>200%</td>
<td>3</td>
<td>1.33</td>
<td>125%</td>
</tr>
<tr>
<td>Rape</td>
<td>2</td>
<td>3.00</td>
<td>-33%</td>
<td>6</td>
<td>8.33</td>
<td>-28%</td>
<td>6</td>
<td>7</td>
<td>-14%</td>
<td>6</td>
<td>8.33</td>
<td>-28%</td>
</tr>
<tr>
<td>Aggravated Assaults</td>
<td>7</td>
<td>4.67</td>
<td>50%</td>
<td>17</td>
<td>11.67</td>
<td>46%</td>
<td>17</td>
<td>10</td>
<td>70%</td>
<td>17</td>
<td>12.00</td>
<td>42%</td>
</tr>
<tr>
<td>TOTAL VIOLENT</td>
<td>17</td>
<td>15.00</td>
<td>13%</td>
<td>46</td>
<td>47.67</td>
<td>-3%</td>
<td>46</td>
<td>43</td>
<td>7%</td>
<td>46</td>
<td>48.00</td>
<td>-4%</td>
</tr>
<tr>
<td>PROPERTY CRIMES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Burglary/B&amp;E</td>
<td>25</td>
<td>55.67</td>
<td>-55%</td>
<td>125</td>
<td>172.00</td>
<td>-27%</td>
<td>125</td>
<td>175</td>
<td>-29%</td>
<td>125</td>
<td>173.00</td>
<td>-28%</td>
</tr>
<tr>
<td>Theft From Auto</td>
<td>35</td>
<td>38.67</td>
<td>-9%</td>
<td>140</td>
<td>126.00</td>
<td>11%</td>
<td>140</td>
<td>119</td>
<td>18%</td>
<td>140</td>
<td>127.00</td>
<td>10%</td>
</tr>
<tr>
<td>Personal/Other Theft*</td>
<td>85</td>
<td>92.33</td>
<td>-8%</td>
<td>265</td>
<td>272.67</td>
<td>-3%</td>
<td>265</td>
<td>296</td>
<td>-10%</td>
<td>265</td>
<td>274.33</td>
<td>-3%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>13</td>
<td>7.67</td>
<td>70%</td>
<td>55</td>
<td>28.00</td>
<td>96%</td>
<td>55</td>
<td>29</td>
<td>90%</td>
<td>55</td>
<td>28.00</td>
<td>96%</td>
</tr>
<tr>
<td>TOTAL PROPERTY</td>
<td>158</td>
<td>194.33</td>
<td>-19%</td>
<td>585</td>
<td>598.67</td>
<td>-2%</td>
<td>585</td>
<td>619</td>
<td>-5%</td>
<td>585</td>
<td>602.33</td>
<td>-3%</td>
</tr>
<tr>
<td>TOTAL PART 1</td>
<td>175</td>
<td>209.33</td>
<td>-16%</td>
<td>631</td>
<td>646.33</td>
<td>-2%</td>
<td>631</td>
<td>662</td>
<td>-5%</td>
<td>631</td>
<td>650.33</td>
<td>-3%</td>
</tr>
</tbody>
</table>

**Notes:**
- Homicide statistics are counts by victims and do not include police interventions nor vehicular homicides.
- Other theft includes unauthorized use of a motor vehicle.

### Repeat Drug Calls-for-Service Addresses and Intersections

| District   | Addresses | Total
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>1519 BURDETT CT / total of 2</td>
<td>1500 RUTH AV / total of 3</td>
</tr>
<tr>
<td>SECOND</td>
<td>2249 BEECHMONT AV / total of 2</td>
<td>4154 CLUB VIEW DR / total of 3</td>
</tr>
<tr>
<td>THIRD</td>
<td>6438 KENNEDY AV / total of 2</td>
<td>5501 MILAN AV / total of 3</td>
</tr>
</tbody>
</table>

**Additional Notes:**
- Drug statistics are preliminary and subject to further analysis and revision.
- N/C - Not Calculable
- *Homicide statistics are counts by victims and do not include police interventions nor vehicular homicides.
- **Other theft includes unauthorized use of a motor vehicle.

---

**PREPARED BY: CRIME ANALYSIS AND PROBLEM SOLVING**

**DATE: 4/3/2017**
# Crime Statistics for Week Ending 4/1/2017

## Violent Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide*</td>
<td>0</td>
<td>2.00</td>
<td>-100%</td>
<td>1</td>
<td>6.33</td>
<td>-84%</td>
<td>1</td>
<td>8</td>
<td>-88%</td>
<td>1</td>
<td>6.33</td>
<td>-84%</td>
</tr>
<tr>
<td>Rape</td>
<td>7</td>
<td>6.67</td>
<td>5%</td>
<td>21</td>
<td>14.67</td>
<td>43%</td>
<td>21</td>
<td>16</td>
<td>31%</td>
<td>21</td>
<td>14.67</td>
<td>43%</td>
</tr>
<tr>
<td>Robbery</td>
<td>32</td>
<td>23.33</td>
<td>37%</td>
<td>113</td>
<td>83.67</td>
<td>35%</td>
<td>113</td>
<td>97</td>
<td>16%</td>
<td>113</td>
<td>84.33</td>
<td>34%</td>
</tr>
<tr>
<td>Aggravated Assaults</td>
<td>20</td>
<td>16.67</td>
<td>20%</td>
<td>62</td>
<td>40.00</td>
<td>55%</td>
<td>62</td>
<td>42</td>
<td>48%</td>
<td>62</td>
<td>40.33</td>
<td>54%</td>
</tr>
<tr>
<td><strong>Total Violent</strong></td>
<td><strong>59</strong></td>
<td><strong>48.67</strong></td>
<td><strong>21%</strong></td>
<td><strong>197</strong></td>
<td><strong>144.67</strong></td>
<td><strong>36%</strong></td>
<td><strong>197</strong></td>
<td><strong>163</strong></td>
<td><strong>21%</strong></td>
<td><strong>197</strong></td>
<td><strong>145.67</strong></td>
<td><strong>35%</strong></td>
</tr>
</tbody>
</table>

## Property Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary/B&amp;E</td>
<td>68</td>
<td>117.67</td>
<td>-42%</td>
<td>125</td>
<td>364.00</td>
<td>-66%</td>
<td>249</td>
<td>314</td>
<td>-21%</td>
<td>249</td>
<td>365.00</td>
<td>-32%</td>
</tr>
<tr>
<td>Theft From Auto</td>
<td>45</td>
<td>55.67</td>
<td>-19%</td>
<td>140</td>
<td>167.33</td>
<td>-16%</td>
<td>158</td>
<td>139</td>
<td>14%</td>
<td>158</td>
<td>158.67</td>
<td>-6%</td>
</tr>
<tr>
<td>Personal/Other Theft*</td>
<td>161</td>
<td>184.00</td>
<td>-13%</td>
<td>265</td>
<td>558.67</td>
<td>-53%</td>
<td>601</td>
<td>583</td>
<td>3%</td>
<td>601</td>
<td>561.00</td>
<td>7%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>24</td>
<td>21.33</td>
<td>13%</td>
<td>55</td>
<td>92.33</td>
<td>-40%</td>
<td>121</td>
<td>72</td>
<td>68%</td>
<td>121</td>
<td>92.33</td>
<td>31%</td>
</tr>
<tr>
<td><strong>Total Property</strong></td>
<td>298</td>
<td>378.67</td>
<td>-21%</td>
<td>585</td>
<td>1182.33</td>
<td>-51%</td>
<td>1129</td>
<td>1108</td>
<td>2%</td>
<td>1129</td>
<td>1186.00</td>
<td>-5%</td>
</tr>
<tr>
<td><strong>Total Part 1</strong></td>
<td>357</td>
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<td>782</td>
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<td>-41%</td>
<td>1326</td>
<td>1271</td>
<td>4%</td>
<td>1326</td>
<td>1331.67</td>
<td>0%</td>
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</table>

### Repeat Drug Calls-for-Service Addresses and Intersections

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First</strong></td>
<td>2888 HARRISON AV / total of 4</td>
<td>2641 FENTON AV / total of 3</td>
<td>2538 HANSFORD PL / total of 5</td>
</tr>
<tr>
<td><strong>Second</strong></td>
<td>2641 FENTON AV / total of 3</td>
<td>3820 BOUDINOT AV / total of 3</td>
<td>1026 SCHIFF AV / total of 2</td>
</tr>
<tr>
<td><strong>Third</strong></td>
<td>3221 QUEEN CITY AV / total of 3</td>
<td>1281 SUNSET AV / total of 2</td>
<td>1027 ROSS AV / total of 2</td>
</tr>
</tbody>
</table>

*Homicide statistics are counts by victims and do not include police interventions or vehicular homicides.

**Other theft includes unauthorized use of a motor vehicle.

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted.

Auto Theft does not include Unauthorized Use (no consent by owner). **Other theft includes unauthorized use of a motor vehicle.

Prepared by: Crime Analysis and Problem Solving

Statistics are Preliminary and Subject to Further Analysis and Revision.

Date: 4/3/2017
## Crime Statistics for Week Ending 4/1/2017

### Violent Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide*</td>
<td>1</td>
<td>1.33</td>
<td>-25%</td>
<td>6</td>
<td>5.00</td>
<td>20%</td>
<td>6</td>
<td>4</td>
<td>50%</td>
<td>6</td>
<td>5.00</td>
<td>20%</td>
</tr>
<tr>
<td>Rape</td>
<td>3</td>
<td>4.67</td>
<td>-36%</td>
<td>10</td>
<td>13.67</td>
<td>-27%</td>
<td>10</td>
<td>9</td>
<td>11%</td>
<td>10</td>
<td>13.67</td>
<td>-27%</td>
</tr>
<tr>
<td>Robbery</td>
<td>22</td>
<td>19.67</td>
<td>12%</td>
<td>65</td>
<td>68.67</td>
<td>-5%</td>
<td>65</td>
<td>62</td>
<td>5%</td>
<td>65</td>
<td>69.00</td>
<td>-6%</td>
</tr>
<tr>
<td>Aggravated Assaults</td>
<td>13</td>
<td>13.67</td>
<td>-5%</td>
<td>50</td>
<td>47.00</td>
<td>6%</td>
<td>50</td>
<td>46</td>
<td>9%</td>
<td>50</td>
<td>47.67</td>
<td>5%</td>
</tr>
<tr>
<td>Total Violent</td>
<td>39</td>
<td>39.33</td>
<td>-1%</td>
<td>131</td>
<td>134.33</td>
<td>-2%</td>
<td>131</td>
<td>121</td>
<td>8%</td>
<td>131</td>
<td>135.33</td>
<td>-3%</td>
</tr>
</tbody>
</table>

### Property Crimes

<table>
<thead>
<tr>
<th>Crime</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year Avg of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year Avg of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary/B&amp;E</td>
<td>36</td>
<td>59.67</td>
<td>-40%</td>
<td>118</td>
<td>176.33</td>
<td>-33%</td>
<td>118</td>
<td>168</td>
<td>-30%</td>
<td>118</td>
<td>178.67</td>
<td>-34%</td>
</tr>
<tr>
<td>Theft from Auto</td>
<td>48</td>
<td>45.00</td>
<td>7%</td>
<td>140</td>
<td>125.33</td>
<td>12%</td>
<td>140</td>
<td>152</td>
<td>-8%</td>
<td>140</td>
<td>125.67</td>
<td>11%</td>
</tr>
<tr>
<td>Personal/Other Theft*</td>
<td>98</td>
<td>102.33</td>
<td>-4%</td>
<td>297</td>
<td>318.00</td>
<td>-7%</td>
<td>297</td>
<td>320</td>
<td>-7%</td>
<td>297</td>
<td>318.33</td>
<td>-7%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>22</td>
<td>15.67</td>
<td>40%</td>
<td>86</td>
<td>59.00</td>
<td>46%</td>
<td>86</td>
<td>58</td>
<td>48%</td>
<td>86</td>
<td>59.33</td>
<td>45%</td>
</tr>
<tr>
<td>Total Property</td>
<td>204</td>
<td>222.67</td>
<td>-8%</td>
<td>641</td>
<td>678.67</td>
<td>-6%</td>
<td>641</td>
<td>698</td>
<td>-8%</td>
<td>641</td>
<td>682.00</td>
<td>-6%</td>
</tr>
<tr>
<td>Total Part 1</td>
<td>243</td>
<td>262.00</td>
<td>-7%</td>
<td>772</td>
<td>813.00</td>
<td>-5%</td>
<td>772</td>
<td>819</td>
<td>-6%</td>
<td>772</td>
<td>817.33</td>
<td>-6%</td>
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</table>

| N/C - Not Calculable     |                  |                       |          |                  |                       |          |          |          |          |          |                |          |

### Repeat Drug Calls-For-Service Addresses and Intersections

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>1747 CARRAHEN AV / total of 4</td>
<td>911 ROGERS PL / total of 3</td>
<td>1871 LAWN AV / total of 5</td>
</tr>
<tr>
<td>SECOND</td>
<td>1871 LAWN AV / total of 4</td>
<td>BURBANK ST / CONCORD ST / total of 3</td>
<td>15 W 68TH ST / total of 4</td>
</tr>
<tr>
<td>THIRD</td>
<td>413 E MARTIN LUTHER KING JR DR / total of 4</td>
<td>1004 CHAPEL ST / total of 2</td>
<td>1815 JOSEPHINE ST / total of 3</td>
</tr>
</tbody>
</table>

*Homicide statistics are counts by victims and do not include police interventions or vehicular homicides.

**Includes unauthorized use of a motor vehicle.

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted.

Auto Theft does not include Unauthorized Use (no consent by owner). **Other theft includes unauthorized use of a motor vehicle.
CRIME STATISTICS for week ending 4/1/2017

<table>
<thead>
<tr>
<th>VIOLENT CRIMES</th>
<th>3/5/17 to 4/1/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>3/1/17 to 4/1/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>3 YEAR AVERAGE</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>HOMICIDE*</td>
<td>1</td>
<td>0.33</td>
<td>200%</td>
<td>2</td>
<td>1.00</td>
<td>100%</td>
<td>2</td>
<td>2</td>
<td>0%</td>
<td>2</td>
<td>1.00</td>
<td>100%</td>
</tr>
<tr>
<td>RAPE</td>
<td>3</td>
<td>6.67</td>
<td>-55%</td>
<td>8</td>
<td>13.00</td>
<td>-38%</td>
<td>8</td>
<td>19</td>
<td>-58%</td>
<td>8</td>
<td>13.00</td>
<td>-38%</td>
</tr>
<tr>
<td>ROBBERY</td>
<td>9</td>
<td>14.00</td>
<td>-36%</td>
<td>27</td>
<td>50.67</td>
<td>-47%</td>
<td>27</td>
<td>52</td>
<td>-48%</td>
<td>27</td>
<td>51.00</td>
<td>-47%</td>
</tr>
<tr>
<td>AGGRAVATED ASSAULTS</td>
<td>9</td>
<td>8.67</td>
<td>4%</td>
<td>27</td>
<td>22.33</td>
<td>21%</td>
<td>27</td>
<td>27</td>
<td>0%</td>
<td>27</td>
<td>22.33</td>
<td>21%</td>
</tr>
<tr>
<td>TOTAL VIOLENT</td>
<td>22</td>
<td>29.67</td>
<td>-26%</td>
<td>64</td>
<td>87.00</td>
<td>-26%</td>
<td>64</td>
<td>100</td>
<td>-36%</td>
<td>64</td>
<td>87.33</td>
<td>-27%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PROPERTY CRIMES</th>
<th>3/5/17 to 4/1/17</th>
<th>3 YEAR AVG OF 28 DAYS</th>
<th>% CHANGE</th>
<th>3/1/17 to 4/1/17</th>
<th>3 YEAR AVG OF 91 DAYS</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% CHANGE</th>
<th>YTD 2017</th>
<th>3 YEAR AVERAGE</th>
<th>% CHANGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>BURGLARY/B&amp;E</td>
<td>29</td>
<td>57.67</td>
<td>-50%</td>
<td>144</td>
<td>176.33</td>
<td>-18%</td>
<td>144</td>
<td>186</td>
<td>-23%</td>
<td>144</td>
<td>187.33</td>
<td>-23%</td>
</tr>
<tr>
<td>THEFT FROM AUTO</td>
<td>33</td>
<td>32.67</td>
<td>1%</td>
<td>142</td>
<td>125.33</td>
<td>13%</td>
<td>142</td>
<td>80</td>
<td>78%</td>
<td>142</td>
<td>135.00</td>
<td>5%</td>
</tr>
<tr>
<td>PERSONAL/OTHER THEFT*</td>
<td>57</td>
<td>92.67</td>
<td>-38%</td>
<td>269</td>
<td>318.00</td>
<td>-15%</td>
<td>269</td>
<td>271</td>
<td>-1%</td>
<td>269</td>
<td>276.67</td>
<td>-3%</td>
</tr>
<tr>
<td>AUTO THEFT</td>
<td>17</td>
<td>8.33</td>
<td>104%</td>
<td>63</td>
<td>59.00</td>
<td>7%</td>
<td>63</td>
<td>42</td>
<td>50%</td>
<td>63</td>
<td>40.00</td>
<td>58%</td>
</tr>
<tr>
<td>TOTAL PROPERTY</td>
<td>136</td>
<td>191.33</td>
<td>-29%</td>
<td>618</td>
<td>678.67</td>
<td>-9%</td>
<td>618</td>
<td>579</td>
<td>7%</td>
<td>618</td>
<td>639.00</td>
<td>-3%</td>
</tr>
<tr>
<td>TOTAL PART 1</td>
<td>158</td>
<td>221.00</td>
<td>-29%</td>
<td>682</td>
<td>765.67</td>
<td>-11%</td>
<td>682</td>
<td>679</td>
<td>0%</td>
<td>682</td>
<td>726.33</td>
<td>-6%</td>
</tr>
</tbody>
</table>

Repeat Drug Calls-for-Service Addresses and Intersections

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>FIRST</td>
<td>1701 CASEY DR / total of 4</td>
<td>1709 CASEY DR / total of 5</td>
<td>2467 W MCMICKEN AV / total of 6</td>
</tr>
<tr>
<td>SECOND</td>
<td>2974 COLERAIN AV / total of 4</td>
<td>156 WENTWORTH AV / total of 2</td>
<td>1709 CASEY DR / total of 5</td>
</tr>
<tr>
<td>THIRD</td>
<td>510 TAFEL ST / total of 4</td>
<td>1564 CHASE AV / total of 2</td>
<td>1532 W NORTH BEND RD / total of 4</td>
</tr>
</tbody>
</table>

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted. Auto Theft does not include Unauthorized Use (no consent by owner). **Other theft includes unauthorized use of a motor vehicle.

DATE: 4/3/2017
CBS CAPTAIN

Michael Neville

CINCINNATI POLICE DEPARTMENT
STARS MEETING PROFILE
CITY-WIDE

REPORTING PERIOD ENDING: 03/25/2017

Cincinnati Police Department

CBS Captain Michael Neville

**Violent Crimes**

3/5/17 to 4/1/17 vs 3/5/16 to 4/2/16

<table>
<thead>
<tr>
<th>Crime Type</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year AVG of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year AVG of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Homicide*</td>
<td>0</td>
<td>0.00</td>
<td>N/C</td>
<td>0</td>
<td>0.00</td>
<td>N/C</td>
<td>0</td>
<td>0</td>
<td>N/C</td>
<td>0</td>
<td>0.00</td>
<td>N/C</td>
</tr>
<tr>
<td>Rape</td>
<td>1</td>
<td>0.67</td>
<td>50%</td>
<td>2</td>
<td>0.67</td>
<td>200%</td>
<td>2</td>
<td>0</td>
<td>N/C</td>
<td>2</td>
<td>0.67</td>
<td>200%</td>
</tr>
<tr>
<td>Robbery</td>
<td>3</td>
<td>5.33</td>
<td>-44%</td>
<td>8</td>
<td>10.67</td>
<td>-25%</td>
<td>8</td>
<td>12</td>
<td>-33%</td>
<td>8</td>
<td>10.67</td>
<td>-25%</td>
</tr>
<tr>
<td>Aggravated Assaults</td>
<td>2</td>
<td>0.67</td>
<td>200%</td>
<td>9</td>
<td>1.67</td>
<td>440%</td>
<td>9</td>
<td>1</td>
<td>800%</td>
<td>9</td>
<td>1.67</td>
<td>440%</td>
</tr>
<tr>
<td>Total Violent</td>
<td>6</td>
<td>6.67</td>
<td>-10%</td>
<td>19</td>
<td>13.00</td>
<td>46%</td>
<td>19</td>
<td>13</td>
<td>46%</td>
<td>19</td>
<td>13.00</td>
<td>46%</td>
</tr>
</tbody>
</table>

**Property Crimes**

3/5/17 to 4/1/17 vs 3/5/16 to 4/2/16

<table>
<thead>
<tr>
<th>Crime Type</th>
<th>3/5/17 to 4/1/17</th>
<th>3 Year AVG of 28 Days</th>
<th>% Change</th>
<th>1/1/17 to 4/1/17</th>
<th>3 Year AVG of 91 Days</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>YTD 2016</th>
<th>% Change</th>
<th>YTD 2017</th>
<th>3 Year Average</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burglary/B&amp;E</td>
<td>6</td>
<td>6.33</td>
<td>-5%</td>
<td>19</td>
<td>12.00</td>
<td>58%</td>
<td>19</td>
<td>7</td>
<td>171%</td>
<td>19</td>
<td>12.00</td>
<td>58%</td>
</tr>
<tr>
<td>Theft from Auto</td>
<td>10</td>
<td>19.67</td>
<td>-49%</td>
<td>37</td>
<td>51.33</td>
<td>-28%</td>
<td>37</td>
<td>61</td>
<td>-39%</td>
<td>37</td>
<td>52.00</td>
<td>-29%</td>
</tr>
<tr>
<td>Personal/Other Theft*</td>
<td>26</td>
<td>52.00</td>
<td>-50%</td>
<td>120</td>
<td>136.00</td>
<td>-12%</td>
<td>120</td>
<td>157</td>
<td>-24%</td>
<td>120</td>
<td>136.33</td>
<td>-12%</td>
</tr>
<tr>
<td>Auto Theft</td>
<td>1</td>
<td>0.67</td>
<td>50%</td>
<td>8</td>
<td>4.67</td>
<td>71%</td>
<td>8</td>
<td>3</td>
<td>167%</td>
<td>8</td>
<td>4.67</td>
<td>71%</td>
</tr>
<tr>
<td>Total Property</td>
<td>43</td>
<td>78.67</td>
<td>-45%</td>
<td>184</td>
<td>204.00</td>
<td>-10%</td>
<td>184</td>
<td>228</td>
<td>-19%</td>
<td>184</td>
<td>205.00</td>
<td>-10%</td>
</tr>
<tr>
<td>Total Part 1</td>
<td>49</td>
<td>85.33</td>
<td>-43%</td>
<td>203</td>
<td>217.00</td>
<td>-6%</td>
<td>203</td>
<td>241</td>
<td>-16%</td>
<td>203</td>
<td>218.00</td>
<td>-7%</td>
</tr>
</tbody>
</table>

Repeat Drug Calls-for-Service Addresses and Intersections

<table>
<thead>
<tr>
<th>Type</th>
<th>3/5/17 to 4/1/17</th>
<th>2/5/17 to 3/4/17</th>
<th>1/8/17 to 2/4/17</th>
</tr>
</thead>
<tbody>
<tr>
<td>First</td>
<td>800 VINE ST / total of 13</td>
<td>1005 GILBERT AV / total of 6</td>
<td>800 VINE ST / total of 7</td>
</tr>
<tr>
<td>Second</td>
<td>634 SYCAMORE ST / total of 5</td>
<td>800 VINE ST / total of 4</td>
<td>14 W COURT ST / total of 2</td>
</tr>
<tr>
<td>Third</td>
<td>1000 BROADWAY / total of 4</td>
<td>1 VERIFY ME LN / total of 2</td>
<td>236 E 8TH ST / total of 2</td>
</tr>
</tbody>
</table>

*Homicide statistics are counts by victims and do not include police interventions or vehicular homicides.

**Includes unauthorized use of a motor vehicle.

Statistics based on the report date of the crime or arrest. Crime statistics are incident based, meaning each offense in an incident is counted. Arrest statistics are based on charges, meaning each charge in an arrest is counted.

Auto Theft does not include Unauthorized Use (no consent by owner). **Other theft includes unauthorized use of a motor vehicle.

Prepared By: Crime Analysis and Problem Solving

Statistics are Preliminary and Subject to Further Analysis and Revision.

Date: 4/3/2017
Eliot Isaac  
Chief  
Cincinnati Police Department  
310 Ezzard Charles Drive  
Cincinnati, OH 45214

Dear Chief Isaac,

On January 20, 2017, representatives from the Cincinnati Police Department participated as an integral part of the 58th Presidential Inauguration. Due to the historic nature of this event, the Nation's Capital hosted dignitaries, visitors, protestors, and counter-protestors that presented unique challenges to law enforcement personnel.

Officers and supervisory officials from your agency braved the inclement weather for extended periods of time in order to ensure the safety and security of the President and Vice President of the United States, visiting foreign, domestic dignitaries, tourists, and the citizens of the District of Columbia that attended the 2017 Inaugural events. Members of your agency performed their assignments with pride and their dedication to duty was a positive reflection on your agency, as well as the Metropolitan Police Department.

The national and international media coverage of the Inauguration of the 45th President of the United States guarantees that this occasion will be recorded for posterity as one of the major historic events of our time. Members of your agency were an essential part of our operational plan and their cooperative effort with the Metropolitan Police Department presented to the country and the world the highest level of performance and professionalism that law enforcement has to offer.

We have forged a positive and effective relationship between our departments. I look forward to maintaining this partnership and working with your agency in the future.

Please convey my sincerest gratitude to the members of your agency that participated in this historic event and reinforce my firm belief that we could not have accomplished this monumental task without their assistance and support.

Sincerely,

Peter Newsham  
Interim Chief of Police
Dear Members of the Police Dept.

Words alone cannot even come close to expressing our gratitude for your donations and visits to our Nursing Home Veterans.

Sincerely,

The Members of The 9th District American Legion
Dear Sirs,

Thank you so much for your selfless service on Jan. 21, 2017, at the Right to Life March downtown. I was so impressed! Every crossing was well covered and an officer could be seen at all times. As a marcher, with many children in attendance, I am grateful for your outstanding work that day. Every officer that I encountered was kind, approachable, and some were even praying (I think!). Thank you all for your work. It is quite noticed and much appreciated.

Sincerely, Mrs. Leo Scheppacher
Cincinnati Police Department District 1 - Last weekend I had my cell phone stolen while visiting OTR. The District 1 police team, and in particular, P.O. Darren Hoderlein and P.S. David Kennedy, were extremely helpful. They were very professional and did an excellent job getting my phone back. I very much appreciate their efforts.

Thank you, Colleen Feehan

On behalf of the CVB team and our regional hospitality industry, we would like to thank you for the time, talent and passion you gave to ensure the incredible success of the 107th NAACP National Convention.

The convention was an unforgettable week of conversation and celebration that showcased the best of Cincinnati to the nation. Your involvement was integral to helping us achieve what has already been called one of the best conventions ever by the National NAACP organization.

We appreciate your partnership and contribution in making this a success, and look forward to future opportunities for collaboration!

[Signatures]
Colonel Chief Eliot Isaac  
City of Cincinnati – Division of Police  
301 Ezzard Charles Drive  
Cincinnati Ohio, 45202  

Captain Bridget Bardua  
District 5  
1012 Ludlow Avenue  
Cincinnati, Ohio 45223  

I am writing this letter on behalf of Cub Scout Pack 3057. We would like to send out heart felt appreciation to Police Officer Debbie Mercado for spending her time to come out and visit with our Cub Scout Wolf Den. She spent her time discussing her current jobs and tasks as a member of the City of Cincinnati Police force, how she interacts with the community, honoring and respecting the United States flag, different tools that she uses to perform her job, and how a person should act when they find themselves confronted by a stranger. Her caring commitment to the Greater Cincinnati community is evident through her actions.  

It is really commendable that your officers are willing to take time away from their busy schedules to visit and talk with a group of young boys. The children of today need role models who are exemplary and who motivate them to become positive, contributing citizens of society and leaders in their communities.  

We truly appreciate her dedication and hope you recognize, as we do, the role that she played in developing and strengthening the crucial bond between the Police Departments and Communities. Hero’s like her are our most valuable asset.  

With great regards and appreciation,  

Mark Robinson  
Pack 3057 Wolf Den Leader  

Amy Strawser  
Pack 3057 Cub Master
Dear Chief Isaac,

3/13/17

After an eventful storm-filled night at the ECC, I managed to hit the freshly sprung pothole on State Street, leading to Harrison Ave. (in the wee hours on March 13th).

My passenger front tire was completely flat by the time that I stopped at Harrison/WVH.

I called in to ECC for an officer to assist, due to the bad location that I was in. Officer Jodice arrived promptly and helped me to jack down Harrison safely and get my vehicle in a safe area to wait for my tow truck.

Approximately 10 minutes later, Officer Jodice returned to check on me. He decided to help me, so that I could be on my way. Officer Jodice stood in the pouring rain, changing my flat tire all on his own accord. What a beautiful heart he has!

I’m so very thankful for his kindness that day and his willingness to go the extra mile. We could use many more like him in this world.

I wanted you to know my heartfelt gratitude to Officer Jodice and Elmo for thankful that he is one of Cincinnati’s finest.

Respectfully,

Amy Flannery ECC

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Thank You letter

re:
Officer Jodice