



Quarterly Statistics Report

2nd Qtr 2010 through 1st Qtr 2011

To: Hinesburg Select Board
 Date: April 9, 2011

Quick Summary Highlights

- Patrol Activities remain the highest category at 41.1% (averaging 357 hours/month for this report period).
- Administrative time has returned to a more reasonable level of 30% now that the planning cycle and office computer upgrades have been completed.
- Officer Incident Time was 19.3% of overall time logged for report period.
- Officer Resources averaged 5 full-time officers for this report period.
- The Average Yearly Incident Counts per Officer has been included in this report for reference but will only be updated at the end of each calendar year.

Detailed Summary Information

The following charts are presented for your review:

Chart #	Page #	Description
	1-3	Document Comments/Explanations
1	4	Activity Log Percentage Summary Pie Chart
2	5	Activity Log Monthly Percentage by Group Line Chart
3	6	Activity Log Monthly Hours by Group Line Chart
4	7-9	Activity Log Details Table
5	10	Incident Category Percentages based on Count Pie Chart
6	11	Incident Category Percentages based on Time Pie Chart
7	12	Quarterly Incident Counts by Category Bar Chart
8	13	Quarterly Incident Times by Category Bar Chart
9	14	Monthly Officer Resources Area Chart
10	15	Monthly Part-Time Officer Resources Percentage Line Chart
11	16	Monthly Strategic Plan Category Tracking
12	17	Average Yearly Incident Count per Officer Tracking

Comments pertaining to Selected Charts:

Charts 1 through 3 - Activity Log Summary Charts

- Compares the Activity Summary Categories by Percentage for the Time Period analyzed
 - o Chart 1 – Pie Chart show overall percentages by category
 - o Chart 2 – Line Chart shows category percentages by month
 - o Chart 3 – Line Chart shows category summary hours by month
- While Patrol time percentages remain high, the hours for patrol have dropped due to the resignation of Rob Barrows and Chief Silber being on Medical Leave. The Strategic Plan category for Response and Patrol activities is at 49.4% (plan suggests 33% is norm).

Chart 4 – Activity Log Details Table

- Provides the detailed data summary for the Activity Data for the Summary Period
 - o Total Hours contributed by each officer and its percentage of the overall hours
 - o Activity Time Summary Line by Category followed by the individual codes contributing to this summary amount.
 - o Last Page shows the Strategic Plan Groupings of Activities
 - Strategic Plan indicated each of these Groups represents about 1/3 of the overall activities on a nationwide basis.
 - Our Activity is certainly weighted to the providing service groups and less in the overhead group.

Charts 5 through 8 – Incident Category Summary Charts

- The Incident Categories have been selected to better represent the information to the average citizen of Hinesburg than the specific Law Enforcement Tracking Codes recorded in Vermont’s Incident Database. These incident counts by category are presented to Hinesburg residents each month in The Hinesburg Record as a bar graph.
- The Table below shows a listing of example incident types which are included in each of the summary categories. This list is not exhaustive, but provides clarification as to the type of incidents accounted for in the categories.

Incident Category Examples	
CATEGORY	EXAMPLE INCIDENTS
Burg/Theft/Rob	Larceny, Burglary, Theft
Vehicle/Traffic	Accident DMV Reports, Traffic Offense, Motor Vehicle Disturbances, parking problems, Driving License Suspended Criminal, Driving Under the Influence
Property	Alarms, Vandalism, Property Damage, Trespassing Violations
Against Persons	Citizen Dispute, Family Disturbance, Noise Disturbance, Simple Assault, Annoying/Harrass/Suspicious Phone Calls, Sex Offences, Suicides, Disorderly Conduct, Mistreatment of a Child, Domestic Abuse Order Violations
Drugs	Intoxicated Persons, Possession of Regulated Drugs
Fraud Investigate	Insufficient Funds Checks, Checks on Closed Accounts, False Pretenses/Swindling, Theft of Services, Forgery, Impersonation, Credit Card/Teller Machines
Juvenile	Juvenile Problem, Runaway Juvenile

Hazards/Threats	Bomb Threat, Fireworks
Medical Emergency	Ambulance or Medical Assist
Public Safety	Traffic Hazard, Arrest on Warrant, Abandoned Vehicle, Condition of Release Violation, Probation/Parole Violation, Utility Problem
Persons Assist	Citizen Assist, Property Watch, VIN Inspection, Lockouts, Welfare Check, Motorist Assistance, Attempt to Locate, Missing Persons
Animal	Animal Problems, Cruelty To Animals
Agency Assist	Agency (Police, Fire, Rescue) Assist, Fire Prevention Law Violation, Mental Health Assistance, Directed Patrol, Fire Investigation, Unlawful Burning
E911 Hangup	E911 Hangup Calls
Investigate Support	Suspicious Person/Circumstances, Background Investigation
Other	Lost/Found Property, Tobacco Problem, Communications Offense, Littering, Illegal Possession by a Minor, False Swearing, False Information to Police

- Chart 5 shows the percentage of incident counts that fall into each summary category
- Chart 6 shows the percentage of time spent for incidents in each summary category
- Chart 7 shows the incident counts by quarter for each summary category
- Chart 8 shows the incident times by quarter for each summary category
- Comparing Charts 5 and 6 provides a relationship for each category as to how often versus how much time is spent in the category
 - o Vehicle/Traffic represents 14.8% of the counts but 22.2% of the time
 - o Against Persons represents 5.7% of the counts but 10.6% of the time
 - o Medical Emergencies represents 8.6% of the counts but 5.8% of the time
 - o Persons Assist represents 19.4 % of the counts but 10.5% of the time
- The relationship between incident counts and time spent can be seen on a Quarterly basis using Charts 7 and 8 as well as comparing quarterly incident activity.
- **NOTE: The activity time logged against specific Incidents is 19.3% of the overall activity time logged by the officers for the analysis period.**

Charts 9 and 10 – Department Resources by Month

- Chart 9 shows the Full-time and Part-time officer resources for this analysis period.
- Chart 10 shows the percentage of the department resources that were Part-time officers.
- **NOTE: For this analysis period, 1584 incidents were handled by an average of 5.0 officers for a Yearly Incident Count/Officer of 317 (Strategic Plan Target is 300).**

Charts 11 and 12 – Strategic Plan Parameter Tracking

- Chart 11 shows the monthly relationship between the plan categories for Patrol, Administration and All Other activities for this analysis period.
- Chart 12 shows the Average Yearly Incident Counts handled per officer. This chart is only updated at the end of a calendar year.

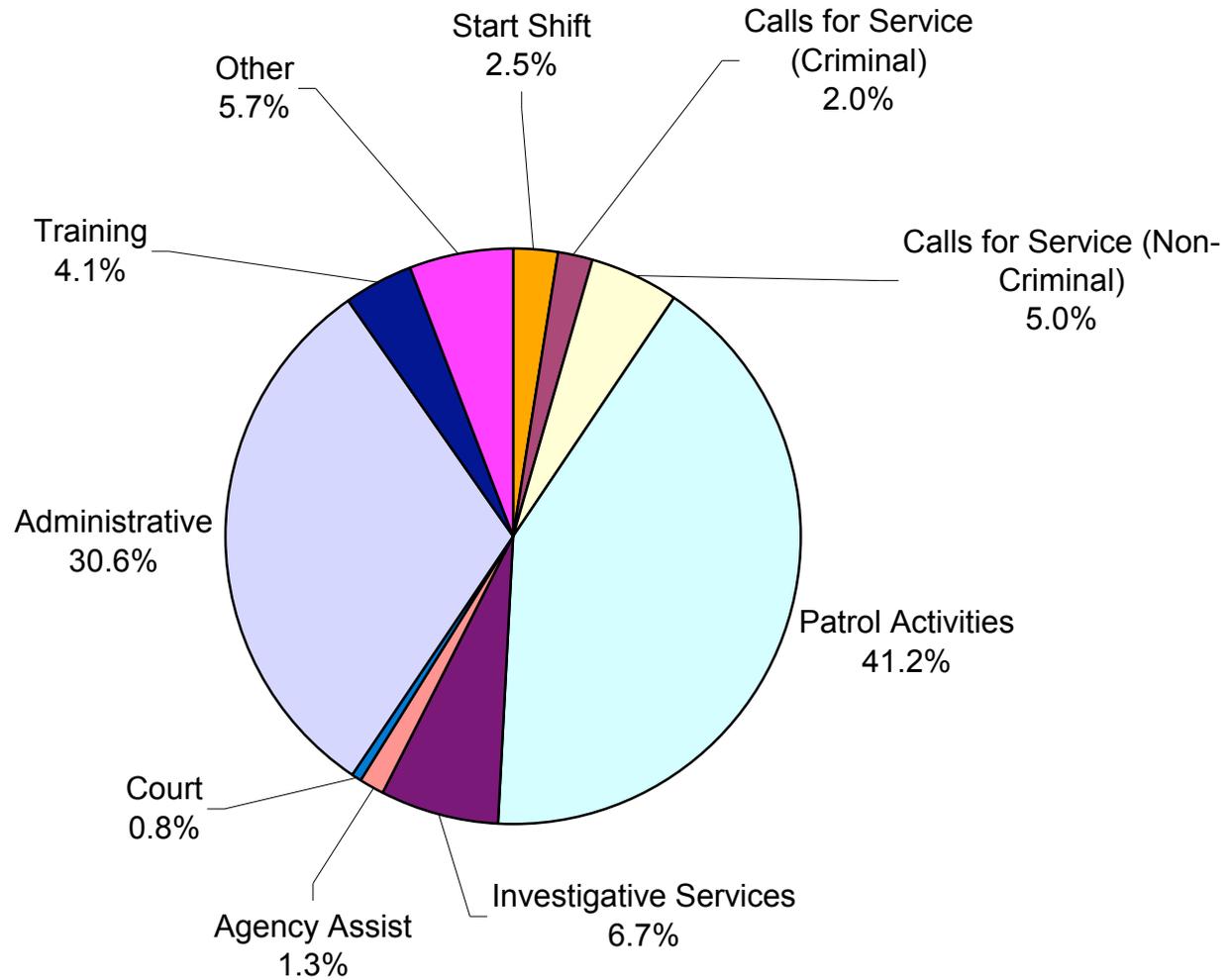
If questions related to this analysis of the department’s activities remain or if some of the information needs further explanation, please contact me at the following:

Email: dolufsen@gmavt.net - or - Phone: 482-3064

Respectfully Submitted:
Douglas Olufsen

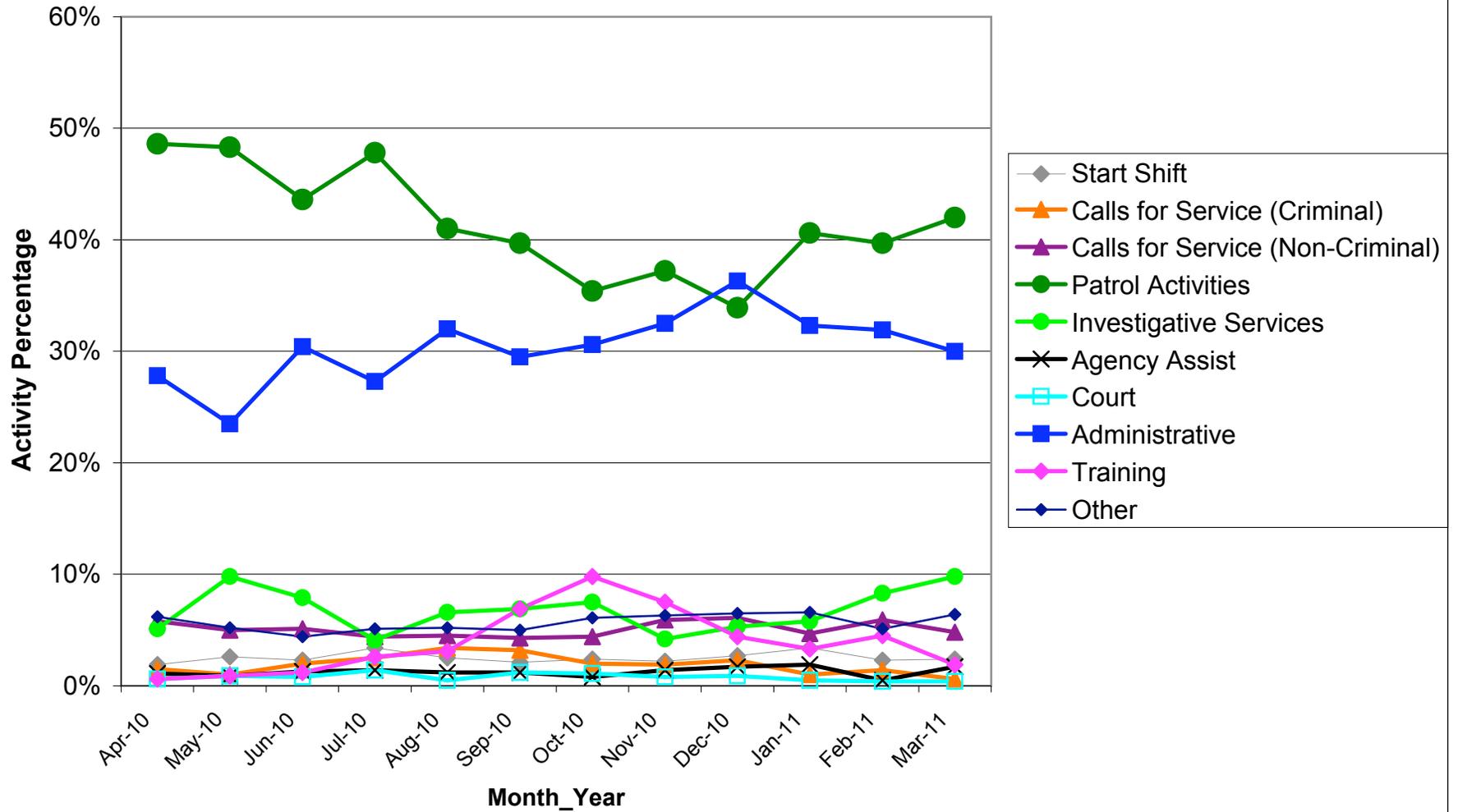
HINESBURG COMMUNITY POLICE ACTIVITY LOG

04/01/2010 to 03/31/2011



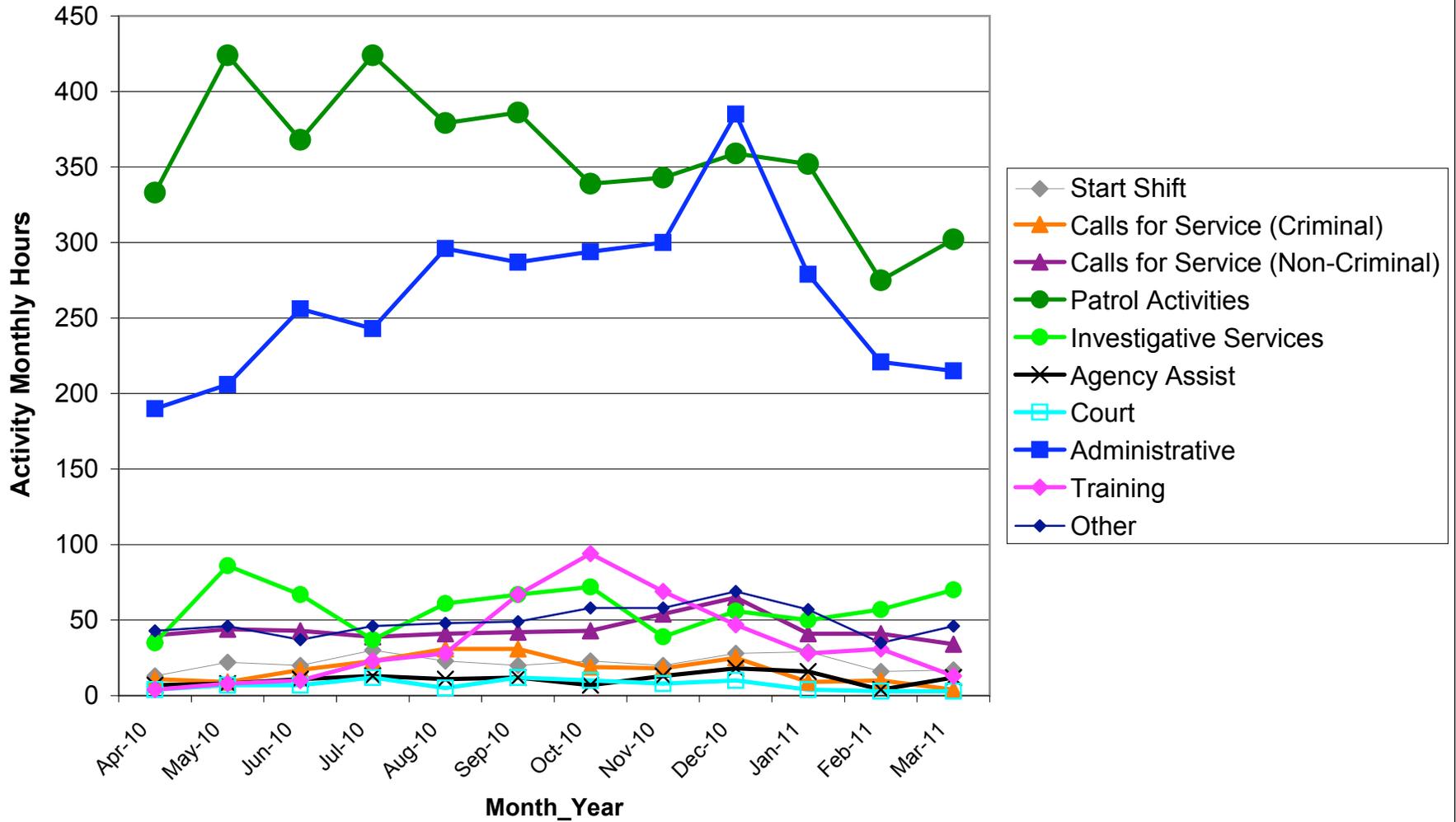
HINESBURG COMMUNITY POLICE ACTIVITY LOG

Monthly % Analysis



HINESBURG COMMUNITY POLICE ACTIVITY LOG

Monthly Hours Analysis



Hinesburg Community Police Activity Log - 2010, 2011

Report Created on 04-09-2011 at 16:06
 Report Date Range: 04/01/2010 to 03/31/2011

TOTAL TIME LOGGED: 10411:00

OFFICER TIME LOGGED:

Officer Identification	Total Time	OVRL Pcnt
Albert, Sue	125:45	1.2%
Barrows, Rob	1608:50	15.5%
Bataille, Chris	1937:38	18.6%
Casco, Caleb	1685:24	16.2%
Fox, Brian	1633:17	15.7%
Koss, Frank	1776:39	17.1%
Marcelle, Ken	164:29	1.6%
Silber, Fred	1478:58	14.2%

10411:00		

ACTIVITY TIME LOGGED:

Code	Activity Identification	Activ Count	Total Time	Activ Pcnt	SUM Pcnt
SUMMARY	Start Shift	1204	262:05	2.5%	
0000	Start Shift	1204	262:05	2.5%	100.0%
SUMMARY	Calls for Service (Criminal)	368	206:11	2.0%	
0100	Calls for Service (Criminal)	11	10:34	0.1%	5.1%
0101	Priority In-Progress	141	95:13	0.9%	46.2%
0102	Non-Priority Response	194	84:25	0.8%	40.9%
0114	School Issue (Criminal)	8	6:29	0.1%	3.1%
0115	Officer Assist (Criminal)	14	9:30	0.1%	4.6%
SUMMARY	Calls for Service (Non-Criminal)	2077	524:56	5.0%	
0200	Calls for Service (Non-Criminal)	15	7:50	0.1%	1.5%
0201	EMS	199	103:21	1.0%	19.7%
0202	Accidents	105	66:31	0.6%	12.7%
0203	Vacant House Checks	1065	70:34	0.7%	13.4%
0204	Lockouts	54	14:42	0.1%	2.8%
0205	Juvenile	10	4:57	0.0%	0.9%
0206	Hazards/Threats	32	20:20	0.2%	3.9%
0207	E911 Hangup	40	8:24	0.1%	1.6%
0208	Alarm	74	16:51	0.2%	3.2%
0209	Citizen Assist	158	72:18	0.7%	13.8%
0210	Motor Vehicle Complaint	125	45:11	0.4%	8.6%
0211	VIN Verification	65	16:06	0.2%	3.1%
0212	Suspicious Persons/Circumstances	78	37:54	0.4%	7.2%
0214	School Issue (Non-Criminal)	47	37:34	0.4%	7.2%
0215	Officer Assist (Non-Criminal)	10	2:23	0.0%	0.5%

Code	Activity Identification	Activ Count	Total Time	Activ Pcnt	SUM Pcnt
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SUMMARY	Patrol Activities	8138	4283:45	41.1%	
0300	Patrol Activities	6431	3901:16	37.5%	91.1%
0301	Traffic Enforcement	1110	242:57	2.3%	5.7%
0302	DUI	2	4:05	0.0%	0.1%
0303	DLS	4	2:59	0.0%	0.1%
0304	Traffic Control	17	13:32	0.1%	0.3%
0305	Motorist Assist	17	6:35	0.1%	0.2%
0307	Speed Cart	62	13:49	0.1%	0.3%
0308	Business Checks	398	58:07	0.6%	1.4%
0309	Area Checks	13	3:02	0.0%	0.1%
0310	Animal Problems	84	37:23	0.4%	0.9%
SUMMARY	Investigative Services	782	696:54	6.7%	
0400	Investigative Services	8	5:20	0.1%	0.8%
0401	Criminal Case Follow-up	335	284:37	2.7%	40.8%
0402	Case Preparation	378	354:25	3.4%	50.9%
0403	Prisoner Processing/Transport	61	52:32	0.5%	7.5%
SUMMARY	Agency Assist	230	133:04	1.3%	
0500	Agency Assist	19	7:37	0.1%	5.7%
0501	Other Law Enforcement Agencies	168	107:05	1.0%	80.5%
0503	Fire	43	18:22	0.2%	13.8%
SUMMARY	Court	66	85:26	0.8%	
0800	Court	9	9:50	0.1%	11.5%
0801	State's Attorney's Office	28	26:15	0.3%	30.7%
0802	Parole/Probation Office	1	0:04	0.0%	0.1%
0803	Court Appearance	28	49:17	0.5%	57.7%
SUMMARY	Administrative	4218	3172:28	30.5%	
0900	Administrative	1099	727:10	7.0%	22.9%
0901	Paperwork (Non-Criminal Reports)	1711	885:01	8.5%	27.9%
0902	Paperwork (Accidents)	120	79:22	0.8%	2.5%
0903	Citizen Contact	143	50:29	0.5%	1.6%
0904	Special Details	61	148:06	1.4%	4.7%
0905	Meetings (External)	122	155:30	1.5%	4.9%
0906	Department Meetings	29	37:18	0.4%	1.2%
0907	Meeting	162	142:05	1.4%	4.5%
0909	Additional Assigned Duties	538	683:14	6.6%	21.5%
0910	Management Activities	233	264:13	2.5%	8.3%
SUMMARY	Training	148	424:45	4.1%	
2000	Training	4	9:54	0.1%	2.3%
2001	EMS	66	208:25	2.0%	49.1%
2003	Law Enforcement	55	135:09	1.3%	31.8%
2004	Fire	10	44:07	0.4%	10.4%
2005	Teaching	13	27:10	0.3%	6.4%

Code	Activity Identification	Activ Count	Total Time	Activ Pcnt	SUM Pcnt
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SUMMARY	Other	1260	592:26	5.7%	
9800	Other	5	4:01	0.0%	0.7%
9801	Meal	871	435:23	4.2%	73.5%
9802	Vehicle Maintenance	373	137:46	1.3%	23.3%
9803	Station Maintenance and Cleaning	11	15:16	0.1%	2.6%
SUMMARY	End Shift	4	29:00	0.3%	
9998	Missing Shift Place Holder	4	29:00	0.3%	100.0%

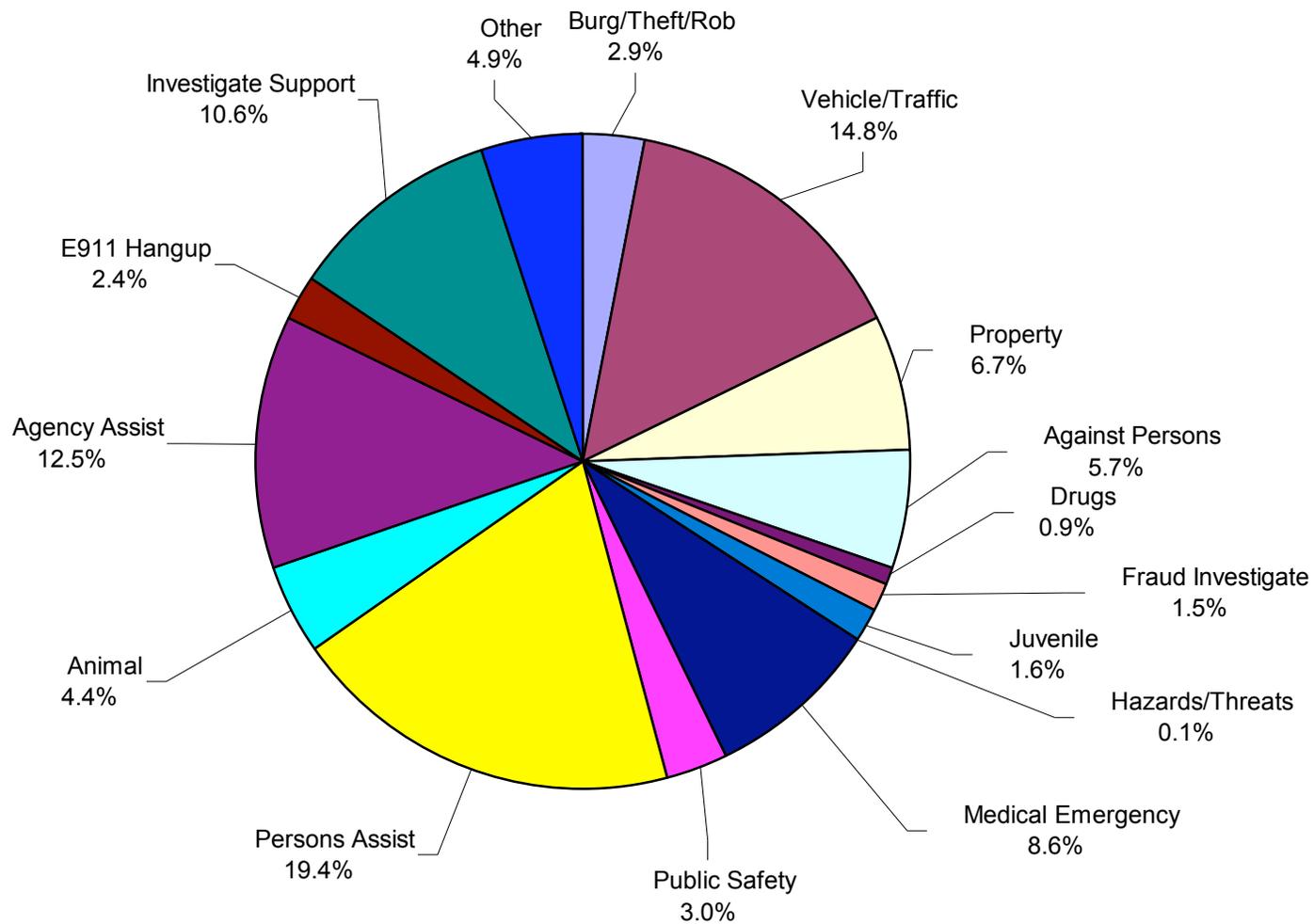
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Strategic Plan Category Summary

Response and Patrol	5147:56	49.4%
Investigate/Documentation	3869:22	37.2%
Training, Court, Other	1364:42	13.1%

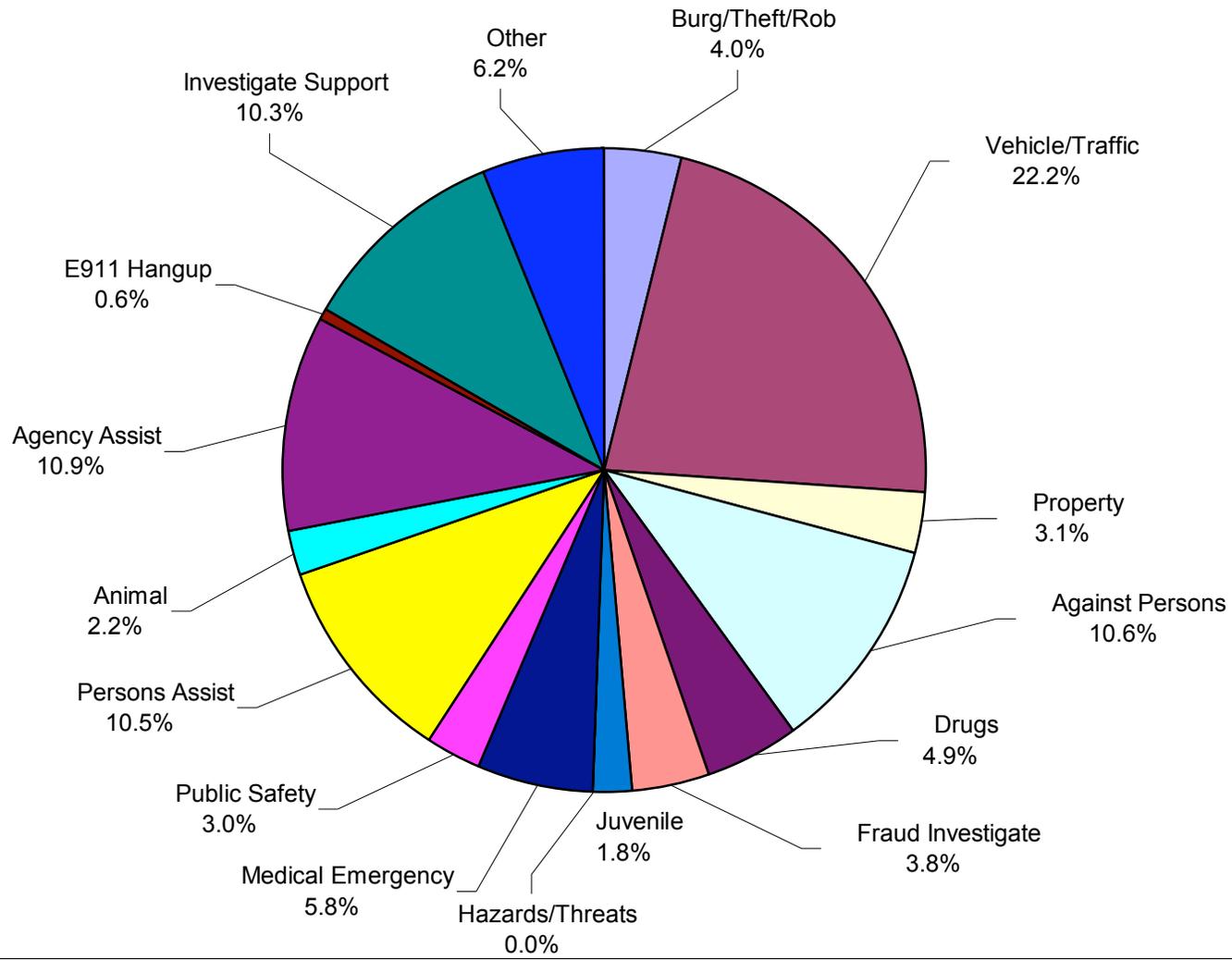
Hinesburg Incidents by Count

2nd Qtr 2010 through 1st Qtr 2011



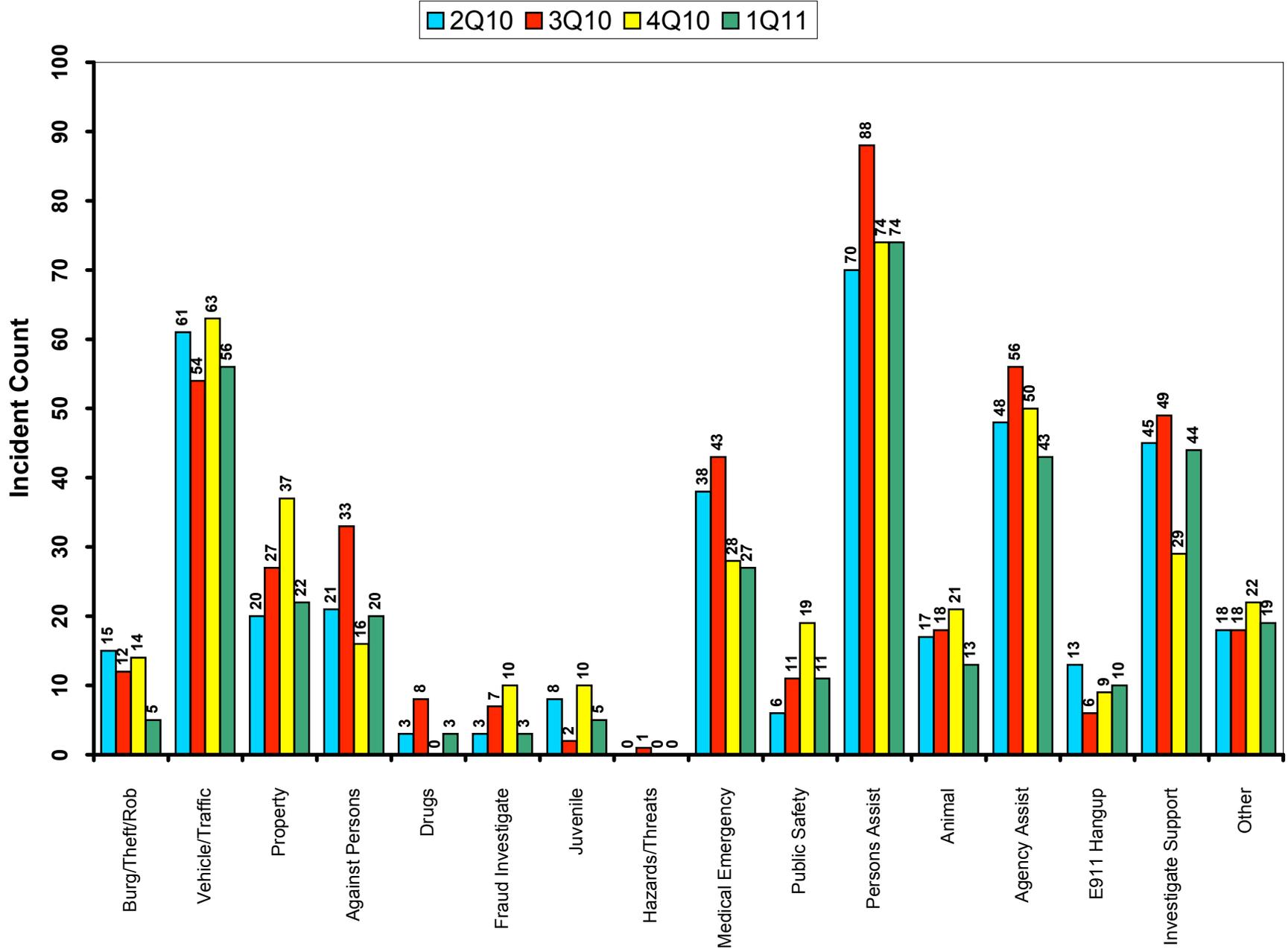
Hinesburg Incidents by Time

2nd Qtr 2010 through 1st Qtr 2011



Hinesburg Incident Counts by Category

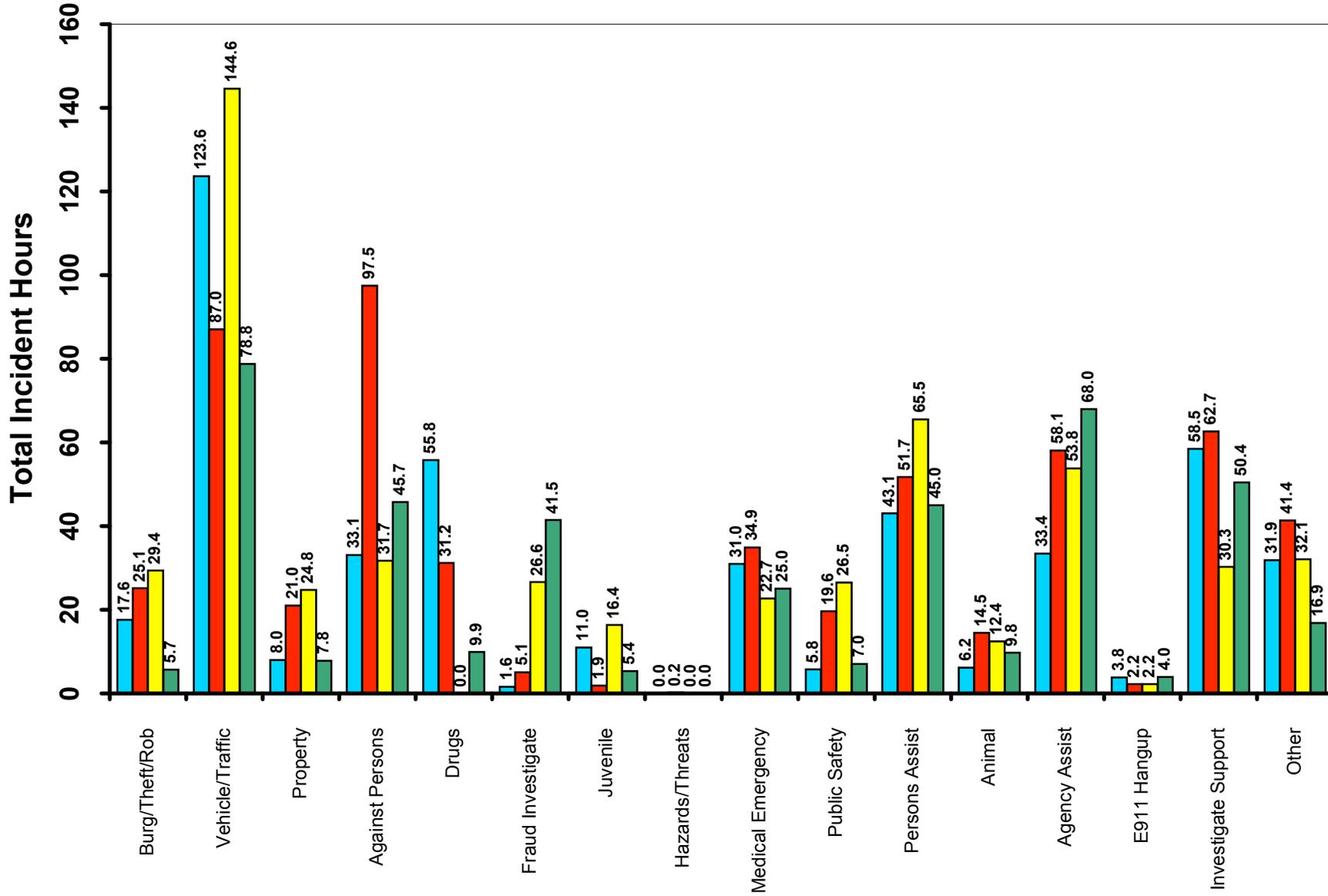
Quarterly Summary



Hinesburg Incident Time by Category

Quarterly Summary

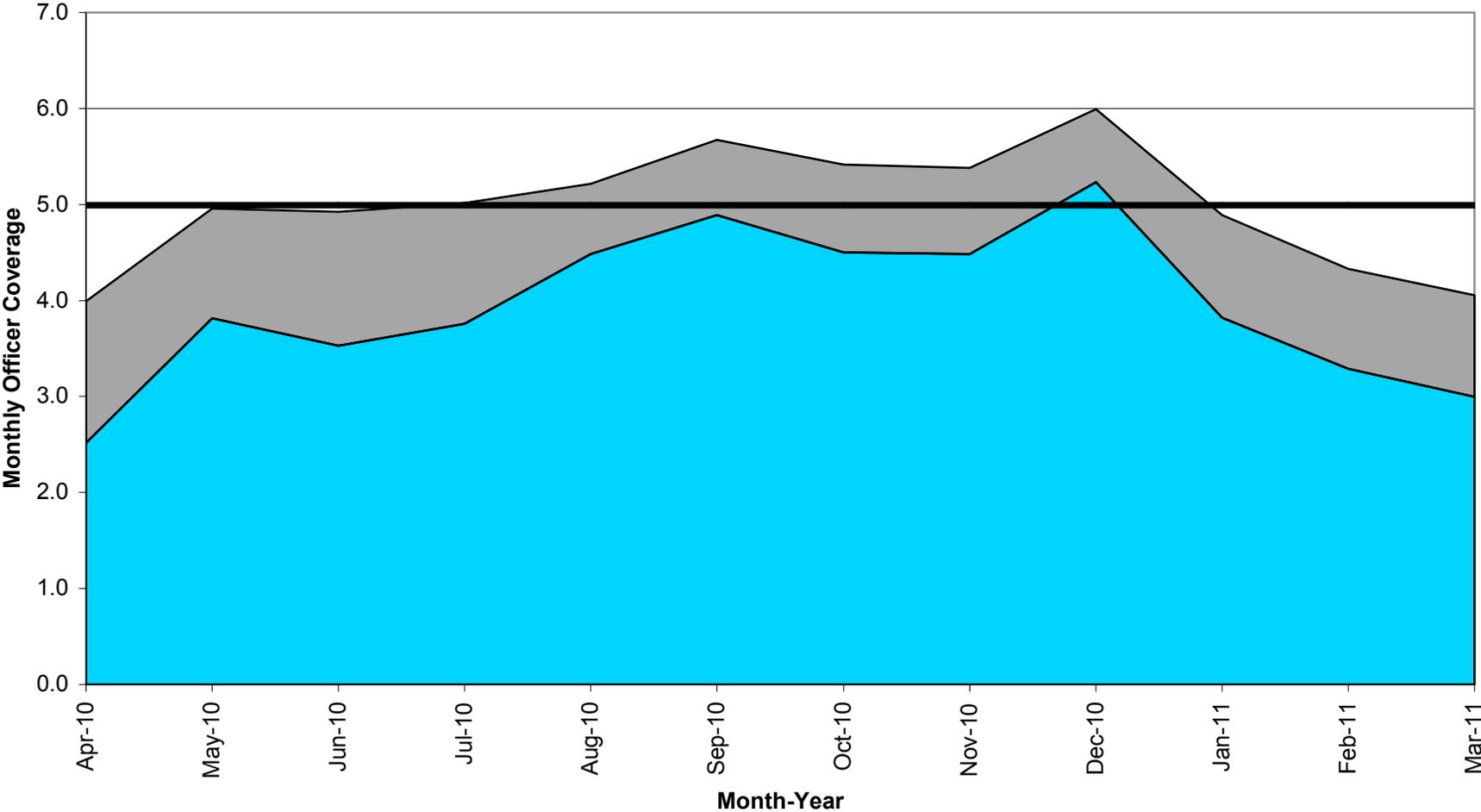
■ 2Q10
 ■ 3Q10
 ■ 4Q10
 ■ 1Q11



Hinesburg Community Police Activity Log

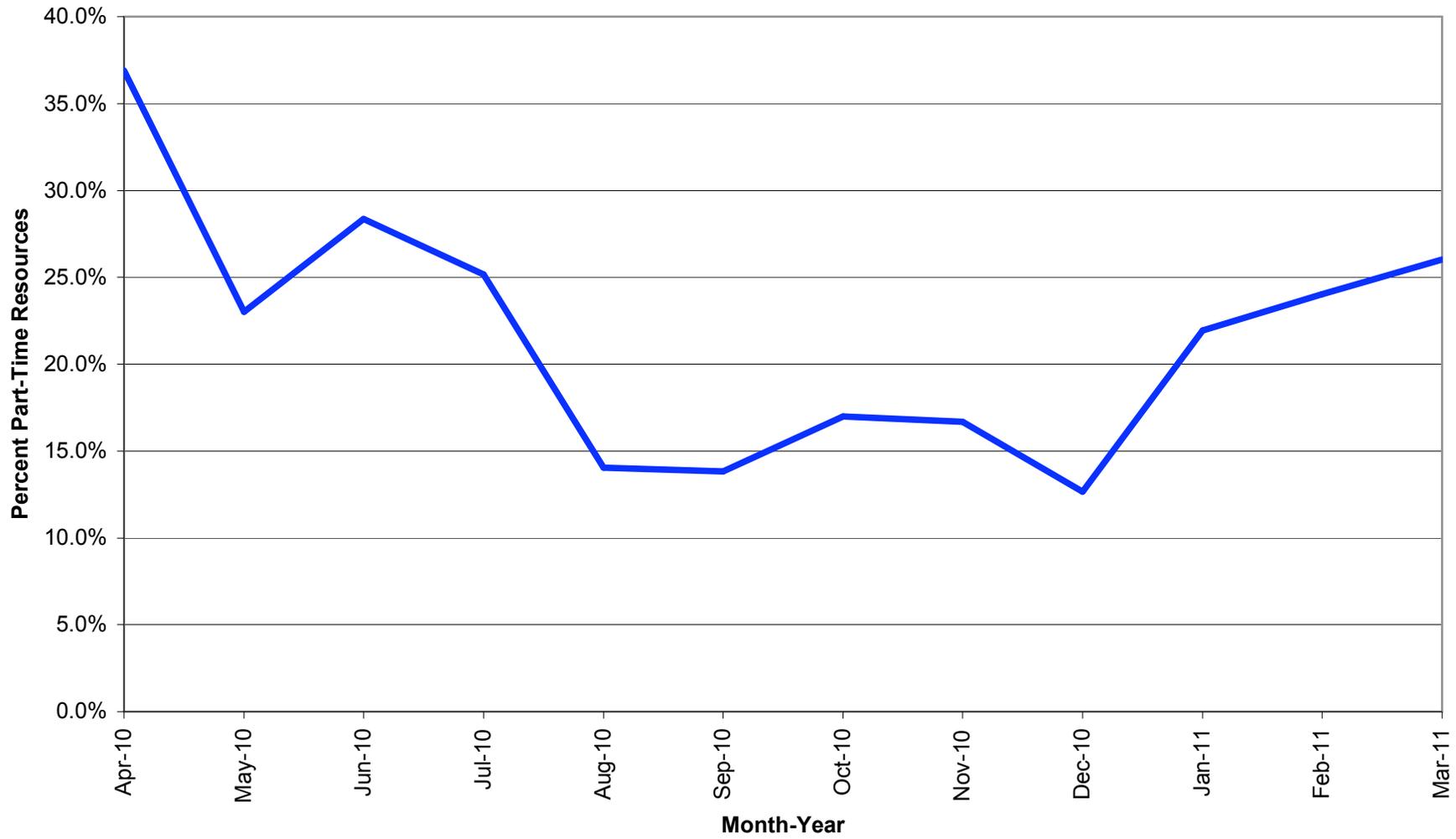
Monthly Officer Coverage

Full-Time Part-Time Average



Hinesburg Community Police Activity Log

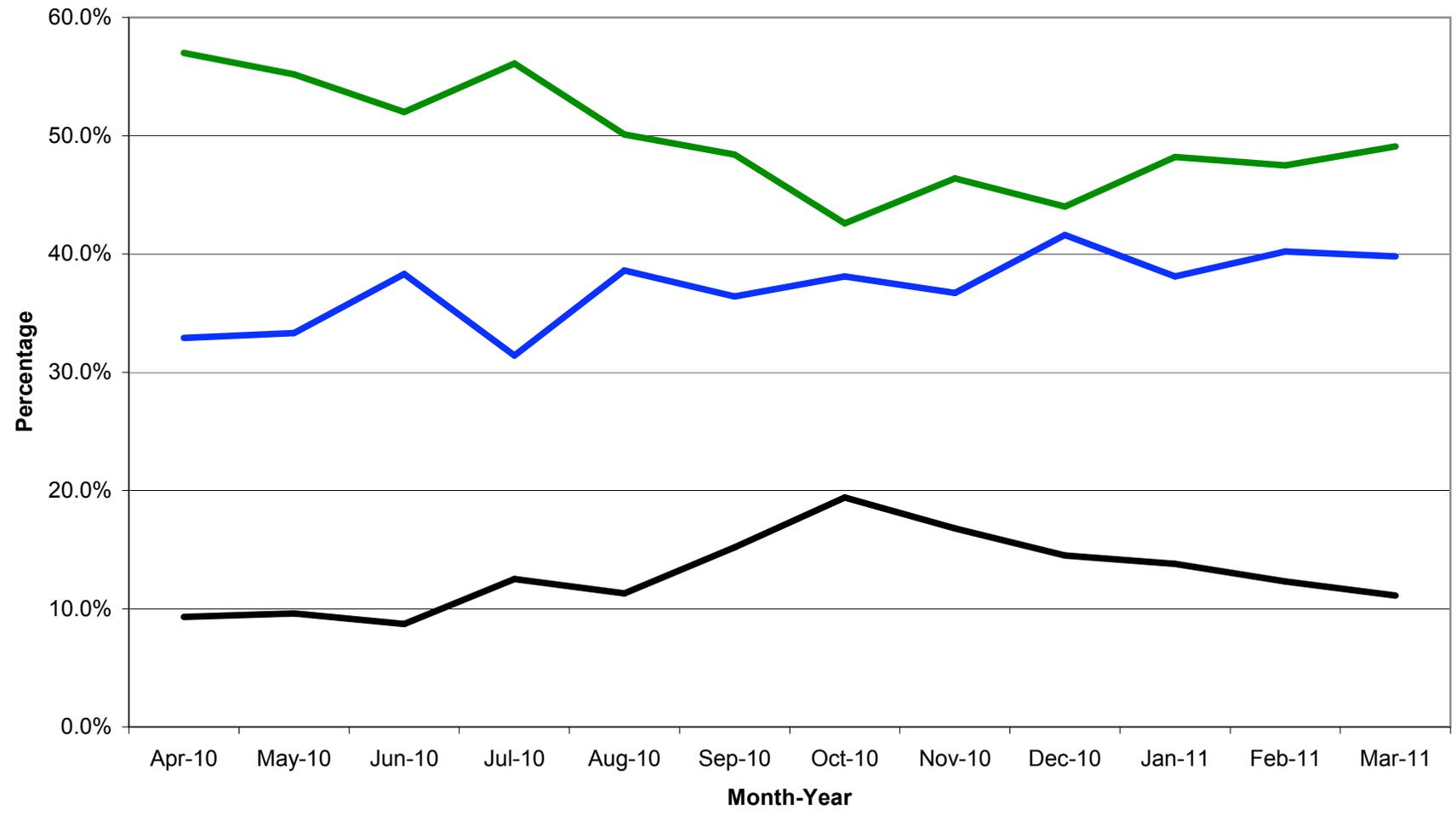
Part-Time Resource Utilization



HINESBURG COMMUNITY POLICE ACTIVITY LOG

Strategic Plan Categories

Response, Patrol, Assist Investigation, Documentation, Admin Training, Court, Other



Hinesburg Community Police Average Yearly Incident Count per Officer

