



POLICY TITLE: *Crime Prevention and
Community Outreach*

STANDARD/REF #: 40.2.1; 40.2.3a; 41.2.5c;
43.1.1a; 44.1.3; 44.2.4;
45.1.1; 45.1.2; 45.2.1; 45.2.2

APPROVED BY: *David Dostal, Chief*

REVIEWED DATE: 10/26/2023

Crime

REQUIRED REVIEWERS: *Prevention/Community
Outreach Commander*

REVISED DATE: 3/14/2024

POLICY/PURPOSE:

It is the policy of the Cedar Rapids Police Department (CRPD) to promote Crime Prevention with all department employees working in cooperation to develop and implement procedures and programs which are designed to reduce the opportunity of crime.

Partnerships and resources developed between the CRPD and the community as Community Outreach work together to build problem-solving coalitions, to instill a sense of mutual responsibility for enhancing public safety, and to increase the community's capacity to resolve issues related to crime and the fear of crime.

The purpose of this directive is to establish procedures for the department to interact and foster relations with the community in order for Crime Prevention and Community Outreach to complement and enhance each other with the overall goals of increased community relationships and a reduction in crime.

PROCEDURE:

Crime Prevention is the responsibility of every officer on the CRPD. It is the responsibility of every officer and employee to be familiar with the department's crime prevention programs and to support those programs. No department member shall advise any person that the use of any crime prevention suggestion or program will prevent that person or any other person from becoming the victim of a crime. Crime prevention suggestion and/or programs are designed only to lessen the probability of victimization.

The Crime Prevention Commander will also act as the Community Outreach Commander/Liaison and Crime Stoppers Liaison.

The role of the Crime Stoppers Liaison includes: [40.2.1; 40.2.3a; 43.1.1a]

- Complete required Crime Stoppers reports and maintain proficiency and knowledge of Crime Stoppers rules and regulations.
- Coordinate with area law enforcement agencies.
- Serve as the department liaison with members of the local Crime Stoppers Board of Directors.
- Prepare reports for the Board of Directors and attend required training and meetings.



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Patrol Officers:

Patrol Officers respond to both ongoing criminal actions and trends in crime. When data becomes available to indicate a trend of a particular crime type or location, officers should develop targeting programs to counteract these trends. [45.1.1a] Actions may include but are not limited to:

- Canine Demonstrations – The CRPD Canine Officers
- Business Checks – Officers conduct business checks on businesses during open hours to display a police presence and gather any concerns employees may have. During closed hours, officers should conduct business checks by ensuring businesses are secure and watching for suspicious activities in the area.
- Crime Prevention Activities – All officers should be aware of, and when appropriate, shall offer assistance in crime prevention activities taking place within their assigned patrol areas. These activities may include but are not limited to Neighbor Watch programs, National Night Out activities, and block parties.
- Citizen Ride-Along Program – The Citizen Ride-Along Program promotes to the community a better understanding of law enforcement experiences and the work performed by officers.
 - Refer to the Citizen Ride-Along Program directive for additional information.
- COPPS Activities – COPPS Activities are achieved through the visible presence at highly populated events such as schools, sporting events, concerts, retail stores, and shopping centers. COPPS activities are enhanced with positive contacts with the public through foot and bicycle patrols.
- School Resource Officers (SROs) – School Resource Officers are a specialty position which offer valuable resources with crime prevention and community outreach. [44.2.4]
 - Refer to the School Resource Officer directive for additional information.
- Security Survey – All officers, upon request and when appropriate, shall conduct brief surveys of homes and/or small businesses and offer advice as to security strengths and weaknesses. Officers will make referrals to the appropriate resources concerning crime prevention activities which exceed their knowledge or capability to accommodate. Most often this referral will be made to the Crime Prevention Unit. Large businesses should be referred to the Crime Prevention Unit.

Crime Prevention Officers: [45.1.1a; 45.1.1b]

The Crime Prevention function is performed by the Crime Prevention Unit under the Office of the Chief. The Crime Prevention Unit is responsible for planning and coordinating crime prevention and community



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relations programs and will be directly responsible for the maintenance of all programs that reflect concerns for the safety and well-being of the residential and business communities.

The Crime Prevention Unit regularly communicates with schools and businesses as well as the general public. In addition to all current programs, the Crime Prevention Unit will develop new strategies based on crime data and public concerns. The Crime Prevention Unit will maintain a liaison with interested civic organizations and community groups. Functions of the Crime Prevention Unit include but are not limited to:

- Business Liaison – Annually update the business contact (key holder) information, and coordinate regular loss prevention intelligence sharing meetings with area loss prevention personnel.
- Child Identification Kits – Upon the request by area groups and businesses, the Crime Prevention Unit may provide an officer or members of the Police Explorers or Police Volunteers to conduct a Child ID kit. This involves fingerprinting children with the department provided Child ID kit and giving the kit to parents to keep with their own records.
- Citizen Police Academy – The Citizen Police Academy is a program directed toward citizens who live or are employed in Cedar Rapids. The goal of the program is not to train citizens to become police officers, but to increase the understanding between Cedar Rapids citizens and their police department. [45.1.1b]
- Crime Stoppers – The Crime Prevention Unit coordinates with the Linn County Crime Stoppers program and passes on received information to the appropriate department division or jurisdiction.
 - Tip Soft Online Service – Crime Stopper tips are received by the department via Web Tips, Mobile Tips, and/or Text-a-Tip through the Tip Soft Online program and disseminated by the Crime Prevention Unit or designee to the appropriate department division or outside jurisdiction.
 - Refer to the Crime Stoppers directive for additional information.
- Department Tours – Tours of the Police Department are given to educate groups about the tasks that various components of the department perform which helps to build positive relationships with the public.
- Home Again CR – This is a voluntary registration program for persons with Autism, Alzheimer’s and Developmental Disabilities. After guardians/parents have registered their loved one in the database, law enforcement will have the necessary information to contact those guardians/parents if the individual has become lost or wandered away. The programs is intended for:



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- Individuals who may be unable to respond appropriately or identify themselves to law enforcement.
 - Children who wander or elope as a symptom of Autism or other developmental disabilities.
 - Individuals who are non-verbal or unable to communicate effectively.
 - Individuals with Alzheimer’s Disease who may wander and/or may be unable to identify themselves.
- Neighborhood Watch Programs – A cooperative effort between neighbors who pledge to watch their neighborhood more closely and to take action when suspicious activities and/or crimes arise. The CRPD serves in a supportive role to this community program. The Crime Prevention Unit will meet with neighborhoods to discuss neighborhood watch programs and to provide assistance in organized efforts to make their homes and the community safer. This may include on occasion a Neighborhood Watch Town Hall meeting where analysis of crime data is discussed. [45.1.1b]
 - Training – The Crime Prevention Unit is responsible for training all officers concerning Neighborhood Watch programs and with security recommendations to private citizens and businesses of Cedar Rapids including the philosophy of Crime Prevention Through Environmental Design
 - New Construction Programs – The Crime Prevention Unit will provide security recommendations, upon request, to anyone in the process of constructing a new building, an addition, or a remodeling project and for those parties interested in updating their current security needs.
 - Police PALs – Police PALs (Protect, Assist, Listen) are Crime Prevention Officers who are assigned to elementary schools to act as liaison with school administration and to maintain positive relationships with students, teachers, and parents.
 - Safe Kids Coalition – The Crime Prevention Unit is a member of the Safe Kids Coalition that works to prevent injuries to children. Areas of focus include car seats, wheeled sports, pedestrian safety, and home safety. The Crime Prevention Unit partners with Linn County Safe Kids Coalition to participate in, child safety seat checks, bike helmet giveaways, and International Walk to School Day.



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COMMUNITY OUTREACH:

The Cedar Rapids Police Department's Community Outreach function will be performed by the Community Outreach Unit and District Policing Section, and will be responsible to provide the following at a minimum:

- The Crime Prevention Commander will act as liaison to interact with community businesses, schools, social and religious organizations, and other community groups where they are needed. [45.1.2a]
- Achieving the agency's community involvement objectives.
- The development of community involvement policies for the agency. [45.1.2b]
- Publicizing agency objectives, problems, and successes. [45.1.2c]
- Conveying information transmitted from citizens' organizations to the agency. [45.1.2d]
- Improving agency practices bearing on police community interaction. [45.1.2e]
- Identifying training needs through interviews with citizen representatives, consultations with those involved in internal investigations and conferences with supervisors.
- Establishing community groups where they are needed.
- The development of problem oriented or community policing strategies, as needed.

STRUCTURE:

The CRPD's Community Outreach Unit will be a partnership coordinated by the Crime Prevention Commander. Depending upon the needs and tasks at hand, members may include but not limited to all members of the Police Department. The following department members are tasked with additional emphasis in Community Outreach and will act as leads for the department:

- Crime Prevention Officers
- District Lieutenants
- Police Chaplains
- Police Explorers
- Police Volunteers
- Public Safety Communications Coordinator (PSCC) formerly the Public Information Officer (PIO)
- School Resource Officers (SRO)

Members of the Community Outreach Unit will be assigned specific duties in which they are responsible for building partnerships and assisting the public and other City of Cedar Rapids' employees in problem solving. These partnerships will include but not be limited to:

- Apartment Complex Management and Landlords



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- Cedar Rapids City Departments and Governing Members
- Citizens
- Educators (all levels to include public/parochial and colleges)
- Local Businesses
- Neighborhood Organizations
- Non-Profit Community Organizations
- Religious Organizations

Reporting:

All employees should forward any statistics, public requests, and/or employee suggestions related to Crime Prevention/Community Involvement to the Crime Prevention Commander. This would include but is not limited to current community concerns and potential community problems along with recommended actions and progress reports on those actions. Crime Prevention Officers will submit monthly presentations, meetings, and activity statistics to the Crime Prevention Commander who will complete the following evaluations, reports and surveys and submit them through the chain of command to the Chief of Police.

- Quarterly report to include at a minimum the following: [45.2.1e]
 - A description of current concerns voiced by the community [45.2.1a]
 - A description of potential problems that have a bearing on law enforcement activities within the community [45.2.1b]
 - A statement of recommended actions that address previously identified concerns and problems [45.2.1c]
 - A statement of progress made toward addressing previously identified concerns and problems [45.2.1d]
- Annually a documented evaluation of utilized crime prevention programs to include: [45.1.1c]
 - Targeted programs by crime type and geographical area based on crime data [45.1.1a]
 - Targeted programs to address community perceptions and misperceptions of crime [45.1.1b]
- Annually provide a written summary of the compiled results of the Citizens' Survey, located on the CRPD's website. [45.2.2f] The survey will include at minimum:
 - Overall agency performance [45.2.2a]
 - Overall competence of agency employees [45.2.2b]
 - Citizens' perception of officers' attitudes and behavior [45.2.2c]
 - Community concern over safety and security within the agency's service area [45.2.2d]



CEDAR RAPIDS POLICE DEPARTMENT

Cedar Rapids, Iowa

APPLIES TO:

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- Citizens' recommendations and suggestions for improvements [45.2.2e]
 - Annually provide a review and written evaluation of all youth recreational and prevention programs to include but not be limited to: [44.1.3]
 - Whether or not existing programs should continue
 - If updates need to be made due to changes in legislation
 - Whether new programs should be considered
 - Whether existing programs need to be updated