KANSAS CITY, KANSAS POLICE
GENERAL ORDER

SUBJECT: Street Smart

ORDER NUMBER: **80.13**
ISSUED DATE: 09/14/2021
EFFECTIVE DATE: 09/14/2021
Initial

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I.   Purpose

    A.   Street Smart provides a platform for real time communication regarding critical and everyday events that inform a patrol officer's tasks while in the performance of their duty. Use of the application will centralize the various information sources available within the department and organize them in a convenient resource available to officers in the field while allowing officers to provide their own information and have it immediately available across the spectrum of rank and divisions within the police department.

    B.   The following will provide guidelines to maintain an ease of use for the application and prevent critical information from being lost or incorrectly categorized which would prevent the information from being easily accessible to those who need it. Like any technological tool it relies on the user to reach its full potential.

II.   Real Time

    A.   Providing information as quickly as possible means that the intelligence shared may still be under investigation. It is important to remember that not everything posted in the application will provide sufficient cause for the use of law enforcement powers. The officer's judgement should be paramount in determining if the information provided is sufficient to take action or if further investigation is required.

    B.   As with any ongoing investigation the information provided should be considered confidential and only disseminated to law enforcement personnel.

III.   Kansas Open Records Act

    A.   The Kansas Open Records Act (K.O.R.A.) grants the right to inspect and obtain copies of public records created or maintained by public agencies in Kansas. The Open Records Act, K.S.A. 45-215, et seq., as amended, declares that it is the public policy of Kansas that "public records shall be open for inspection by any person." Public records are defined as "any recorded information, regardless of form or characteristics, which is made, maintained or kept by or is in the possession of any public agency."

IV.   Policy

    A.   Street Smart was provided to assist officers by providing greater communication between all elements of the department. It is expected that officers in the field and other application users review the contents during their shifts or work periods for information relevant to the performance of their duties. Supervisors should use the information presented in the application for Roll Call purposes and ensure that all department personnel are presenting information within this format and that irrelevant information is archived as required.

V.   Bulletins

    A.   This format is where the department's internal information dissemination will be presented within the Street Smart application. A bulletin can discuss any specific topic however Bulletins are limited to the following types:

        1.   Drive-By Shooting: Due to the prevalence of this type criminal activity in our community, timely information provided in this bulletin will assist with providing critical intelligence in regards to specific locations.

2. Officer Safety/Awareness: All information available to the department regarding threats to officers or potentially dangerous individuals/locations will result in the creation of a bulletin to alert all personnel.

3. Civil Event: All known operations conducted in public spaces by the public or involving civilian participants will be provided in this bulletin. Examples include: Protests, Parades, Street Fairs/Block Parties, Community Events, etc.

4. BOLO: Alerts as provided normally via department email will be provided in this format to centralize information.

5. Pick Up/Contact and Advise: Alerts as provided normally via department email will be provided in this format to centralize information *ONLY A DETECTIVE WILL CREATE THIS BULLETIN*

6. Missing/Runaway: Alerts as provided normally via department email will be provided in this format to centralize information

7. Outside Agency: Information that may be disseminated to the department from outside sources for information.

8. Other: Unforeseen circumstances where it is important to provide event specific information to the department as a whole.

B. If an incident is assigned to the Investigations Bureau, any bulletins related to that incident will be reviewed for accuracy by the assigned detective.

C. Required Fields:

1. Point of Contact: The officer creating the content of the bulletin. This will allow those with questions or information the ability to contact the creator of the bulletin for clarification or more details if absent from the original post.

2. Date Issued: Will be the date the content was created. This will be important for information retrieval and storage. This field will auto populate when the bulletin is created.

3. Status: Will denote if the information provided in the bulletin has served its purpose and is no longer relevant or actionable. While the status is "open" the information will be visible on the bulletin page. When the field is changed to "closed" it will no longer be visible on the page but still searchable to the information can be retrieved.

    a. When information is no longer valuable

4. Address: The system allows for multiple addresses to be added in the section. When more than one address is added, users will need to select which address is the Primary Location to be shown on the map. The button to provide an additional address is the "Add a Location" button in the Location Info area. The "Add more info" link allows users to manually type in an address in the case that Bing maps does not present it as a selection in the Address field.

D. Comments:

1. This is the space where users can collaborate on information being shared in the bulletin. For example, if information is known on where the individual in question resides or hangs out – this is the space that can share that information. Also, the commenting space is where users can put important details if the missing or wanted person was found – what is the location where they were found / apprehended, etc. This information will help for historical purposes if the person should go missing or become wanted again.

2. Information provided should remain constructive to the purpose of providing useful information to the content creator. Comments are date and time stamped along with the user name of the person entering the comment.

VI. Major Incidents

A. All Major Incidents will be reported in the Street Smart application. This application allows for only a single incident code. The incident code with the highest severity should be used for the submission with all relevant details provided and should therefore only require a single entry per incident.

B. When applicable incidents that have immediate informational value should be generated in a timely manner so that relevant information can be available within an actionable timeframe. The following are available topics:

1. The Homicide or Potential Homicide: Incidents relating to this crime should be detailed using this incident type. In determining whether the crime has a potential of being committed consideration must be given to the severity of the injuries suffered by the victim(s) and any considerations forwarded by the Criminal Investigation Bureau personnel.

2. Fatality Accident: Incidents regarding traffic accidents in which someone suffered fatal injuries. A potential fatality component exits for this incident code as well and that same considerations should be made as listed above.

3. Officer Involved Shooting: Any incident which results in any gunshot wound to a person, no matter how slight, or in any case where an officer applies any type of lethal force defined in the General Order 1.2, with or without a firearm.

4. Officer Defensive Action: Any incident which has been documented on an officer's defensive action report will result in a synopsis of the relevant details being generated using this format.

5. Death Investigation: Any incidents regarding a death deemed either accidental, natural, or suicide or not determined to be a homicide. Those involving traffic accidents should use the Fatality Accident code.

6. Amber Alert: A synopsis of the events should be documented using this code whenever an Amber Alert has been activated.

7. Barricade: Any incidents where the circumstances were determined that a suspect was holding a hostage or threating violence to prevent their lawful apprehension. Usually such incidents call for additional resources to improve the chances of the situation being resolved with minimal force.

8. Non-Life Threatening Shooting: Any incident in which a firearm was discharged in the performance of duty in which substantial property damage (including animals that may be wounded or killed as a result of the officer's defense) occurred or no injuries where suffered as result of the discharge.

9. Drive-By Shooting: Not to be confused with the bulletin for drive by shootings which should be used to provide intelligence regarding ongoing issues. This information should be provided for timely dispersal of information regarding singular events.

10. Robbery: Any incident where property is taken by physical force or by threat.

11. Officer Involved or Police Vehicle Accidents: Any incident in which department vehicles have been damaged during operation. The status of the affected vehicle(s) should be documented. Officers injured as a result of a police vehicle accident should be documented under Officer Injury with the circumstances listed.

12. Officer Discharge of a Firearm-No Injuries: This code should be used for accidental discharges or euthanasia within the parameters defined in G.O. 40.16.

13. Overdose: Any incident which has been determined to be an overdose by the investigating field personnel such that it would necessary to track the occurrence.

14. Violent Felony Crime: Any incident in which a felony occurred with the use of violence or threat of violence. With the exception of Aggravated Assault, Aggravated Battery, and Sex crimes which were separated out due to their frequency and significance to make them more readily accessible.

15. Other Felony Crime: All other felony level crimes

16. All Other Incidents: Any incident that is deemed to be reportable but doesn't conform to any listed code provided by the application.

C. Required Fields:

1. File Number: The incident number generated for the incident described in the Major Incident entry. If during the course of the investigation multiple incident numbers are generated and found to relate to a central event those numbers should be documented in the notes section.

2. Date and Time Occurred: The date and time for the original start time for the incident being documented.

3. Station: Patrol Station's defined area of patrol that the incident occurred in.

4. Shift: Work shift the incident occurred in. If the incident occurred in a shift different from the shift which provided the reports, the shift the event actually occurred in should be used.

5. Address: The system allows for multiple addresses to be added in the section. When more than one address is added, users will need to select which address is the Primary Location to be shown on the map. The button to provide an additional address is the "Add a Location" button in the Location Info area. The "Add more info" link allows users to manually type in an address in the case that Bing maps does not present it as a selection in the Address field.

6. Victim Name: The name of the victim in the incident being documented. Additional victims should be documented in the additional victims section and should include all the information relevant to the victim section of the report: Name, Race, Sex, Ethnicity, and Date of Birth.

7. Suspect Name: The name of the suspect in the incident being documented. Additional suspects should be documented in the additional suspects section and should include all the information relevant to the suspect section of the report: Name, Race, Sex, Ethnicity, and Date of Birth.

8. Details: A synopsis of the events being reported should be provided in this field. Any information that should be reported that does not have a designated field should also be reported in this section.

VII. Discussions

A. This section allows for the presentation of non-standardized topics that are of concern to ongoing law enforcement functions. Any information relating to a topic as defined by the creator of the discussion post can be provided. It is the nature of this feature to encourage responses which can be provided in the comments section. This feature should be especially useful in the fulfillment of G.O. 40.01 III (F) - "Stay informed of the locations of robberies, thefts, burglaries, assaults, drug arrests, etc. These areas should be given special attention for prevention and suspect apprehension."

B. Required Fields:

1. Topic: Any subject can be placed in this field. It should be a specific issue or problem that should encourage responses to provide more information to resolve the issue provided.

2. Status: Will denote if the information provided in the Discussion has served its purpose and is no longer relevant or actionable.

3. Category: The following categories will assist with the organization of the various discussions for ease of access to the information provided.

4. Building Checks/Follow up: Information or ongoing efforts to address any issues with this type of call. It could include abandoned buildings, repeated alarm calls, attempts to locate at a certain house or a particular person suspected of crime.

5. Community Policing: This discussion group has been provided for communication regarding community related events. COPPS officers are encouraged to report issues as provided by their community groups or even announce their activities while field units can forward issues that they become aware of while on patrol in the neighborhoods.

6. Crime Analysis: This discussion group is provided in regards to specific crime trends that have been observed either through analysis of reported information or a concern noticed by a particular shift.

7. Department Information: This discussion group is a source for administrative department related issues such as bids for training, available positions in a special unit, department provided off-duty assignments, etc.

8. Field Interview: Information obtained in the field regarding suspicious circumstances and the individuals, vehicles involved.

9. Gang Intelligence: Any information regarding gang activity, individuals, or locations.

10. General Information: In any information that would be of value to anyone in the department for law enforcement related purposes.

11. Homeless Intelligence: A discussion group to assist with addressing homeless issues.

12. On Call Lists: An easy reference to contact specialized personnel for response.

13. Pick Ups/Contact and Advise: A discussion group to document ongoing efforts by disparate shifts or units to contact an individual.

14. Roll Calls: Information that should be provided during roll calls. The "Crime Connector" function should be used to include relevant information from other parts of the Street Smart application. Opening the relevant information format (Major Incidents, Bulletins, and Discussions) and then clicking the "Connect" button will associate the information selected for presentation purposes.

15. Suspicious Activity: A discussion regarding a particular location or individual that may have been reported or observed by field units that would require additional attention.

16. Traffic Complaints: Information regarding ongoing traffic issues.

17. Trespass and Unfit: Discussions regarding trespass forms and frequent violators for specific locations that are a consistent problem. A running list of locations could be added and modified within discussion page using the "Add a Location" button.

18. Vice/Narcotics: A source to share street level information in regards to ongoing issues identified within a district. This should be a shared discussion with the Narcotics Unit.

19. Address: The specific location of the issue being addressed.