

**CCNA Crime Watch Meeting Minutes**  
**Burglary Prevention Forum**  
**April 11, 2011**

**Present:** Connie Jones, President; Tim Jones, Vice-President; Terri Atkinson, Secretary/Treasurer; and Karen Risk, Jane Williams, Matt Winston, Board members; seven other CCNA homeowners

The meeting was called to order by Ms. Jones at 6:37 p.m.

Ms. Jones thanked everyone for coming and introduced the guest speakers from the Marion County Prosecutor's Office – Rob Reel, Jayson McGrath and Daphne Whitmire.

Mr. Reel read comments from the CCNA Crime Watch Coordinator, Mr. Mike Maxwell, who could not be in attendance due to a scheduling conflict. Mr. Maxwell produces a weekly IMPD North District Newsletter and asked that those who wished to receive that weekly e-mail notify him directly. Crime in our neighborhood has been pretty quiet with the exception of a few late night vehicle break-ins. He also noted that IMPD had been given a grant for additional patrols in the Lakeside Pointe and Nora Pines apartment complexes to try to cut down on crime in those areas.

Mr. McGrath and Ms. Whitmire asked those in attendance to complete a Pre-forum Survey and a Post-forum Survey to help them determine if any improvements to their training or processes are needed. They then conducted their presentation explaining the purpose of the Burglary Enforcement Strategy Team (BEST).

BEST is a federally-funded program through the Prosecutor's Office. Their goal is to reduce burglaries in Marion County by a minimum of 3%, and they are introducing themselves and their crime prevention strategies via neighborhood association meetings, flyers and any other forums that are made available to them throughout the year.

BEST recommends five different techniques that are part of a process used throughout the world called Crime Prevention Through Environmental Design (CPTED). The CPTED techniques can help reduce the risk of burglary but will not necessarily eliminate it. In addition to CPTED, BEST identifies deterrents and burglary prevention tips.

CPTED Techniques (use all techniques, not sacrificing one for another):

- a. Natural Surveillance – maximum visibility to your property free of lighting, overgrown shrubbery. Implement a neighborhood watch.
- b. Territorial Reinforcement – establish the boundaries of your property showing what is yours (public versus private) like low fencing, landscaping, use of various levels like steps and porches, railings, distinguish sidewalk from yard. Display No Trespassing/No Soliciting, Beware of Dog and security systems signs.
- c. Natural Access Control – make exit and entry to your property visible, use screen and storm doors.
- d. Activity Generation – show life on the property, make dead spaces come alive, show a physical presence like yard ornaments, patio furniture. Show you care about your property.
- e. Place Maintenance – made needed repairs, remove trash and debris, yard upkeep.

Deterrents: Dogs, visibility to neighbors, lights left on, let solicitors know you're home but don't necessarily answer the door.

Burglary Prevention Tips:

- a. Use your locks and alarms even if you're at home or gone on just a short errand
- b. Use your lights – use timers, motion sensors
- c. Stop the mail and paper delivery if you're gone
- d. Arrange for lawn care or snow removal if you're gone
- e. Do not put boxes from purchases, especially electronics, out with your trash. Cut up boxes and put them in the trash or save them for some other use
- f. Do not advertise when you're not at home on social network sites
- g. Never leave keys outside your home. They know where to look.
- h. Keep a detailed inventory (including serial numbers) of valuables and keep the list, pictures, video of such in a safe place away from the home. And use free engraving service offered by BEST to identify your items in case of theft.

There were handouts at the meeting on the items above as well as a copy of the Indiana Code regarding using force to protect person or property. Please contact President, Connie Jones, if you're interested in obtaining a copy of any of these materials.

The meeting concluded at 7:55 p.m.

Respectfully Yours,



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Terri Atkinson, Secretary/Treasurer