



## **CITY OF RICHMOND CRIME PREVENTION PROGRAM**

**330 25<sup>TH</sup> STREET  
CONFERENCE ROOM #1**

**WEDNESDAY MAY 21, 2008**

**Public Meeting 7:00 p.m. until 8:30 p.m.**

### **AGENDA**

- 1. Call to order**
- 2. Topic: Communications Center Manager  
Speaker: Byron Baptiste (DISPATCH)**
- 3. Neighborhood Concerns**
- 4. Adjournment**

### **TIP OF THE MONTH**

**Here are some tips when reporting a crime that will help the Dispatcher and in turn help you.**

- Do not call 911 unless for an emergency. It is unfortunate when people who really need help must wait while the dispatcher answers a 911 call that is not an emergency. Loud music, barking dogs, requesting a phone number are not emergency situations.**
- Please do not call the police department for phone numbers. Use a phone book or call information. Dispatchers are very busy and may be handling an emergency call.**
- Do not be abusive to the Dispatchers. The dispatcher must ask questions in order to better prepare the officer to better serve you.**
- Speak as clearly and as calmly as you can. In an emergency, another dispatcher will broadcast the information by radio while you are still on the line. Each question that you are asked is designed to add a piece of the " picture" so that arriving officers can take precautions for what may be a dangerous situation. The more complete the picture, the quicker and safer the outcome for all concerned**
- Be a good witness. Clothing descriptions, license plates, and direction of travel are all important to assist officers in cases. Do not take risks to obtain this information, if it becomes available take note, this will help your case.**