

# INFORMATION ON COMMITTEE VACANCIES

The Social Committee: *(total of 6-15 persons)*—Organizes all activities and events by co-coordinating with volunteers for each.

## Chairperson and committee person/s duties: (2-4 people)

Chairperson and committee meet with board members to get approval on how much funding will be needed for each activity or event. Keep in contact with board on dates and times of events and activities being planned. *(BWCA Secretary keeps a revised list of board members and area reps. If you need a copy please email or call secretary. Board members can also be contacted on the website : [WWW.NEIGHBORHOODLINK.COM/COLUMBUS/BLENDONWV/](http://WWW.NEIGHBORHOODLINK.COM/COLUMBUS/BLENDONWV/) then click on NEIGHBORHOOD CONTACTS. )* Keep list of persons interested in helping with events and activities, and/or contact other residents to help with activities. It helps to have email contacts also, as info would be needed to put in newsletter and to relay to other officers in the board. Keep folders on each committee and what each volunteer has done in each event. This will help in case another person volunteers to do an event and needs to know how to go about organizing it. Each volunteer should keep information, who they contacted, where they got supplies, or prizes, refreshments, etc. Also each volunteer would need to keep receipts on expenditures and copy those receipts; for turning in to Treasurer for reimbursement of any costs.

Other activities and neighborhood clubs could be started if we had main person in charge of all of these activities. We would also like to get a garden committee to work on the front entrance sign at Boulder Dam, with weed maintenance or plantings flowers and keeping entrance looking nice. The other phases in our Civic Association do not have entrance signs.

- **Garage Sale**— (1-2 persons) One phone contact person, one email contact person, these 2 volunteers collect information on residents participating in garage sale for neighborhood map showing where each sale is, to provide balloons for mailboxes, to locate best points to put signage in neighborhood. Place ad in local papers, put up and take down signs for the event, pass out balloons, maps. Collect ads and put in folder for next sale.
- **July 4th parade**— (1-2 persons) Arrange parade route, organize judging & prizes, arrange refreshments & signs with date, time & street of parade end.
- **Pumpkin Drop**—(1-2 persons) Annual event organized by the Ginty's each year. Face painting, refreshments, pumpkins, arrange fire safety (October is smoke alarm battery check) & Collect canned foods for food pantry donations.
- **Membership Drive**—(1-2 persons) Organize Area Rep information in packets for dues collection. PC usage for keeping dues payment records & emailing Area Reps about turning in dues and new information that was collected. Update new information and dues payments into computer for record keeping and for Annual Telephone Directory.
- **Telephone Directory**— (1-2 persons) Organize info from Membership drive and enter new info in PC files for pages in community directory. Contact area businesses and residents who offer services, such as; piano lessons, pet sitting, lawn mowing, etc. Take down info for advertising and give pricing for placing ads in telephone directory. This person can also work with newsletter editor on businesses or residents who would like to advertise more often in newsletter. This person would be in contact with welcoming committee on what businesses to contact for brochures, coupons, discounts for new resident packets and also what residents offer services in community.
- **Welcoming**—(1-2 persons) Contact area businesses, schools & city services, for brochures, coupons, discounts, business cards and advertising to put in folders for new residents. Work with community telephone directory person and newsletter editor for advertising contacts. These ads help pay for printing costs of newsletter and telephone directory. Update and organize information each year to put in welcome folders. Keep in contact with Area Reps for new residents on-going.
- **Clubs & Activities**—(1-2 persons) Contact residents that filled interest forms about starting clubs and groups, and help arrange meetings and get-togethers for groups. Keep list of group contact person, and report info to newsletter person to get clubs posted with meeting dates, info on what group or club will be doing, and the person to contact for more info.

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## The ABC's of Neighborhood Watch

- **Any Community resident can join - young and old, single and married, renter and home owner.**
- **A few concerned residents, a community organization, or a law enforcement agency can spearhead the effort to organize a Watch.**
- **Members learn how to make their homes more secure, watch out for each other and the neighborhood, and report activities that raise their suspicions to the police or sheriff's office.**
- **You can form a Watch group around any geographical unit: a block, apartment, park, business area, public housing complex, office, marina.**
- **Watch groups are not vigilantes. They are extra eyes and ears for reporting crime and helping neighbors. Neighborhood Watch helps build pride and serves as a spring-board for efforts that address community concerns such as recreation for youth, child care, and affordable housing.**

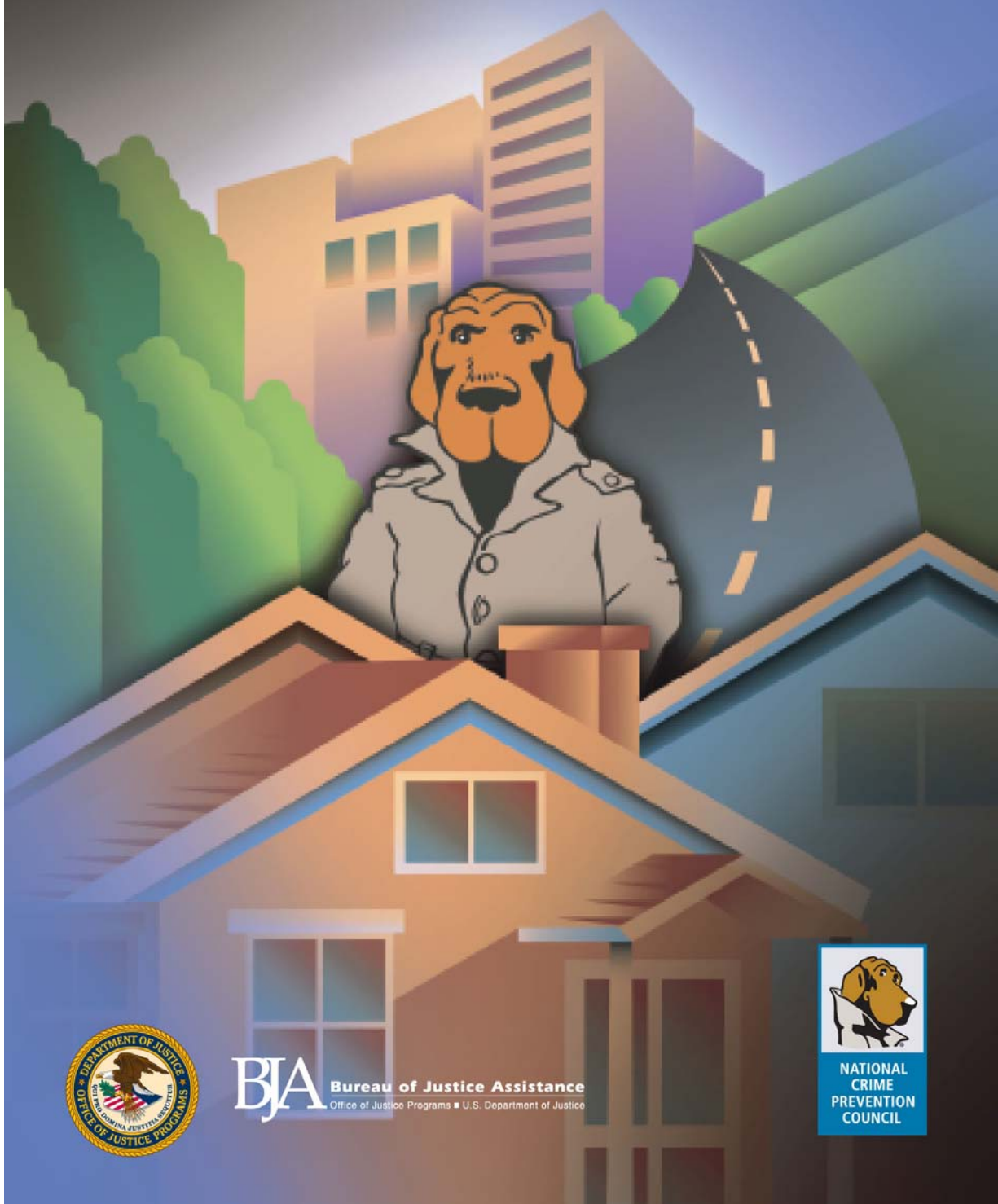
CITY OF COLUMBUS: Department of Public Safety—<http://publicsafety.ci.columbus.oh.us/>  
COLUMBUS CRIME REPORTS: Maps—<http://www.crimereports.com/map?search=Columbus+OH>  
NATIONAL CRIME PREVENTION —<http://www.ncpc.org/>  
CITIZEN OBSERVER—**[www.citizenobserver.com](http://www.citizenobserver.com)**  
NATIONAL NIGHT OUT—<http://www.nationalnightout.org/nno/>  
CODE AMBER—<http://www.codeamber.org/>  
FIGHT CRIME: INVEST IN KIDS—<http://www.fightcrime.org/oh/index.php>  
BUREAU OF JUSTICE ASSISTANCE-Solutions for Safer Communities—<http://www.ojp.usdoj.gov/BJA/>  
CRIME PREVENTION TIPS / BROCHURES—[http://www.keyssso.net/commrelations/crime\\_prevention\\_tips/tips.htm](http://www.keyssso.net/commrelations/crime_prevention_tips/tips.htm)

**Getting Organized** — (See pg 6 on how to sign up on-line)

**When a group decides to form a Neighborhood Watch, it:**

- **Contacts the police, sheriff's office or local crime prevention organization for help in training members in home security and reporting skills and for information on local crime patterns.**
- **Selects a coordinator and block captains who are responsible for organizing meetings and relaying information to members.**
- **Recruits members, keeping up-to-date on new residents and making special efforts to involve the elderly, working parents, and young people.**
- **Works with local government or law enforcement to put up Neighborhood Watch signs, usually after at least 50 percent of all households are enrolled. (This has already been established when civic association was started, but we could lose our signs because of lack of involvement.)**

# Neighborhood Watch Needs **YOU**



**BJA** Bureau of Justice Assistance  
Office of Justice Programs • U.S. Department of Justice



*Our website provider, Neighborhood Link, receives many inquiries about the crime prevention program, Neighborhood Watch, so they have provided some information about the Neighborhood Watch program. Neighborhood Link is not associated with Neighborhood Watch, however they do host hundreds of free websites that are utilized by Neighborhood Watch groups across the US. <http://www.neighborhoodlink.com/blog/files/category-homeowner.html>*

## **What is Neighborhood Watch**

Launched in 1972, and sponsored by the [National Sheriffs' Association](#), Neighborhood Watch counts on citizens to organize themselves and work with law enforcement to keep a trained eye and ear on their communities, while demonstrating their presence at all times of day and night. The program was developed in response to requests from sheriffs and police chiefs who were looking for a crime prevention program that would involve citizens and address an increasing number of burglaries.

Neighborhood Watch is not just about crime prevention. It is about getting to know neighbors and enhancing the quality of life in the neighborhood. An important goal at neighborhood meetings is to learn more about each other so neighbors are available to help each other during difficult times. These days many Neighborhood Watch groups have begun using websites to help amplify and enhance their efforts. Neighborhood Link, which was established in 1998, hosts over 36,000 neighborhood websites across the country. Out of that 36,000, several hundred are Neighborhood Watch websites.

## **How does it work?**

Neighborhood watch has proven itself as one of the most effective ways for citizens to get involved in the fight against crime. The fact is, the police alone cannot control crime; they need the help of an alert and concerned public. Safe streets and neighborhoods are everyone's concern and Neighborhood watch provides a means for everyone to be responsibly involved in the fight against crime.

It establishes a formal network for citizens to exchange ideas and information with their neighbors and with the police. Through a specially designed sequence of neighborhood meetings, the residents learn how to become the extended eyes and ears of the police, reporting on suspicious or unusual activity in their communities and forwarding that information to the proper authorities. Participants of a Blockwatch also learn the best techniques for securing their homes and property, along with tips on personal safety for themselves and their families when shopping, traveling and engaging in other activities away from home.

Under no circumstances are Blockwatch participants asked to perform law enforcement duties. That is the job of the police. There are no Blockwatch tasks that would put anyone at risk. Most Blockwatch duties are performed in the course of everyday activities around the neighborhood. Being a Blockwatch participant does not detract from working schedules or leisure time.

## **How can a 'Blockwatch' help me?**

In Columbus and elsewhere, studies have shown that citizens and law enforcement officers working together can have a positive impact on the crime rate. Blockwatch is the best way for everyone to get involved. However, for the Blockwatch to stay effective, the participants must be committed to making it work.

## **How do I get involved?**

As a general rule, the formation of a BlockWatch requires several meetings that cover:

1. At the first meetings organizational details are discussed, including what is expected of Blockwatch participants, geographical boundaries, and selection of block captains and/or coordinators. The first meeting may also cover basic information about the organization of the Division of Police, use of 911, how to call in suspicious persons or activity and other immediate concerns of attendees.
2. The next phase is generally devoted to home security and target-hardening, including information about door and window locks, alarm systems and burglary prevention information.
3. The third phase is usually concerned with personal safety, street crimes, sexual assault, and any other areas not covered at the other meetings. Since the third meeting is usually the last in the sequence, any remaining organizational matters are finalized.

This meeting sequence is purposely kept flexible, since different neighborhoods have different needs. If, for example, a new BlockWatch area is experiencing significant burglary problems, it may be desirable to cover home security at the first meeting, even if organizational details must be postponed.

**Remember that you are the best one to judge whether something is normal or not normal in your neighborhood. Even if your call turns out to be a false alarm, it is better to let trained police officers make that determination. Of course, as a Blockwatch participant, you will receive instruction on what constitutes a true emergency as opposed to something which simply needs routine police attention. Blockwatch participants receive information on the proper use of the 911 system for real emergency situations.**

## Columbus Division of Police Alert Network

Overview: Instantaneous and proactive communication from local law enforcement to you

The Alert Network allows the Columbus Division of Police to instantly update you about crimes, emergencies and other important information.

All Alerts are delivered via e-mail and are also available via text message on your cell phone.

- Citizen Alerts inform all registered users of public safety concerns in your area. The Alerts contain information about crime trends, descriptions of suspects, missing persons, as well as advice on personal safety, and how to safeguard property.
- Business Alerts are targeted to specific business types, so your business will receive information about crimes that are pertinent to your business type.
- Case Alerts allow law enforcement to automatically disseminate information about open cases to all registered Citizen Observer users.
- Watch Group Alerts allow law enforcement to send targeted alerts to specific neighborhoods with information about crimes that are happening in their immediate area.

### Secure Two-Way Communication between the public and local law enforcement

Possibly the biggest benefit of the Alert Network is the way it makes possible two-way communication between law enforcement and the public.

- Law Enforcement can update citizens on situations that require their attention.
- As we the public learn about fugitives, missing persons and unsolved cases, we can provide tips directly to the officer/deputy assigned to the case.
- Help create a stronger community by signing up to receive Citizen, Business, and Neighborhood alerts.
- You'll get information directly from your local law enforcement agency that impacts your community.

### It's easy!!

1. Go to: [www.citizenobserver.com/registration](http://www.citizenobserver.com/registration)
2. Fill out the form and you're done ... then spread the word and invite your neighbors to join.
3. Please note that CitizenObserver is a secure website and protects your privacy.

*For more details, please review the CitizenObserver privacy policy*

**Tips: *Our direct link is set up at:*** <http://www.citizenobserver.com/>

Work with the police office. This agency is critical to a Watch group's credibility and are the source of necessary information and training.

- Link up with your victims' services office to get your members trained in helping victims of crime.
- Hold regular meetings to help residents get to know each other and to decide upon program strategies and activities.
- Consider linking with an existing organization, such as a citizens' association, community development office, tenants' association, or housing authority. They may be able to provide an existing infrastructure you can use.
- Canvass door-to-door to recruit members.
- Ask people who seldom leave their homes to be "window watchers," looking out for children and reporting any unusual activities in the neighborhood.
- Translate crime and drug prevention materials into Spanish or other languages needed by non-English speakers in your community. If necessary, have a translator at meetings.
- Sponsor a crime and drug prevention fair at a church hall, temple, shopping mall, or community center.
- Gather the facts about crime in your neighborhood. Check police reports, conduct victimization surveys, and learn residents' perceptions about crimes. Often, residents' opinions are not supported by facts, and accurate information can reduce the fear of crime.
- Physical conditions like abandoned cars or overgrown vacant lots contribute to crime. Sponsor cleanups, encourage residents to beautify the area, and ask them to turn on outdoor lights at night.
- Work with small businesses to repair rundown storefronts, clean up littered streets, and create jobs for young people.
- Start a block parent program to help children cope with emergencies while walking to and from school or playing in the area.

*Emphasize that Watch groups are not vigilantes and should not assume the role of the police. Their duty is to ask neighbors to be alert, observant, and caring—and to report suspicious activity or crimes immediately to the police.*

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