



CASE STUDY

Standing Up a Monthly Reporting Cycle From Scratch

A year without a reliable crime report turned into a repeatable reporting system — and a partnership that's still growing today.

The Situation

Following California's transition to NIBRS, the department had gone nearly a year without a consistent in-house monthly or annual crime report. Its records system did not readily export the offense-code data needed for analysis, and command staff pulled numbers as needed with no consistent way to compare current activity against prior years.

NIBRS also introduced a fundamental counting difference from the department's prior hierarchy-based method, meaning current and historical figures could not simply be placed side by side and treated as equivalent.

What We Found

Department leadership did not yet have a complete understanding of how NIBRS affected reported crime statistics, and city council members — who relied on the department to interpret those figures — had even less visibility into the change. Separately, the case management review showed that having data is not the same as having actionable management information.

In a separate agency engagement, Insight Analytics discovered that crime had been underreported to the city council by **nearly 50%** because the agency had not fully understood the new counting methodology.

The Outcome

The department established a dependable monthly reporting cycle after nearly a year without one, along with an expanding set of practical tools:

- Valid comparisons between current and prior years, plus visibility into month-to-month and seasonal patterns
- An expanded structure of monthly, midyear, and annual reports, plus a recently implemented bulletin generator
- Executive-ready, presentation-quality reports for command staff, city officials, and the public

- Clearer supervisor visibility into caseload volume, assignments, case status, and workload distribution

Compared with the agency's former spreadsheet-based process, the recurring monthly reporting system saves approximately **10 staff hours per month**.

Why It Matters

A monthly reporting cycle isn't simply a compliance exercise — it's the difference between discovering a shift in crime patterns months later and recognizing it while there's still time to respond. When the process depends on one employee's institutional knowledge, that knowledge can disappear when the employee leaves.

An experienced analytical partner provides continuity, specialized expertise, and a reporting structure that doesn't have to be rebuilt after every staffing change — supporting executive decision-making, council confidence, and public trust along the way.

Wondering what your own reporting cycle could look like?

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A mid-size Southern California police department.