

Hope Valley Neighborhood Watch Block Captain Quick Reference

Call 911 with a report of an **ongoing crime or a suspicious activity**.

Provide descriptive details, when, where, who, weapon, car, license.

You do not have to provide your name and address.

You may request a visit from the responding policeman, or not.

Call 620-4600 with a report of a **non-emergency condition**; those reports are addressed as time permits.

District Three Police Department

919-560-4583 - Direct line to the District Three Headquarters at MLK Boulevard.

- Desk Officer responds to walk-in and telephone calls.
- Patrol Car policemen are assigned to shifts in District 3.
- Investigators for District Three are assigned to individual incidents.
- Request contact information for follow-up communication afterwards.
- Captain Jon Peter is District 3 Commander; Lieutenant Kevin Cates is Assistant Commander; both are usually on duty M-F from 8-5.

Block Captain Role:

1. **Meet each neighbor** on the street; identify your Block Captain purpose:
 - to communicate to each household, if there is a weather or crime emergency;
 - to encourage joining the HVNA *listserv* for current information of incidents;
 - to note the variety of information on the www.hvna.org website.
 - to suggest home safety measures.*
2. **Obtain accurate contact information** from each neighbor, including work telephone and email and each cell phone, so that they can be contacted about an incident at their home, whether they are at work, at school, or out of town.
3. **Send a copy** of the spreadsheet with accurate contact information to Cathy Abernathy (cathyabernathy@hvna.org) or Todd Cromer (toddcromer@hvna.org) . Multiple telephone contacts are not necessary.
4. **Take special note of a neighbor**, who does not use email, is elderly or has difficulty with hearing or mobility.
5. **Be an HVNA ambassador** to your block residents re: newsletter, concerns, monthly meetings, new neighbors, join the Board...
6. **Informal block parties** are encourage!