



# MILWAUKEE POLICE DEPARTMENT

## STANDARD OPERATING PROCEDURE

### 745 – SHOTSPOTTER GUNSHOT LOCATION SYSTEM

**GENERAL ORDER:** 2025-09  
**ISSUED:** February 14, 2025

**EFFECTIVE:** February 14, 2025

**REVIEWED/APPROVED BY:**  
Assistant Chief Nicole Waldner  
**DATE:** January 3, 2025

**ACTION:** Amends General Order 2022-11 (March 18, 2022)

**WILEAG STANDARD(S):** NONE

#### **745.00** **PURPOSE**

The purpose of this standard operating procedure is to outline the appropriate response to a ShotSpotter alert.

#### **745.05** **POLICY**

Department members utilizing the ShotSpotter Gunshot Location System (SST) will investigate any SST alerts following established standards of officer safety, investigative protocol, and evidence recovery.

#### **745.10** **DEFINITIONS**

##### A. SHOTSPOTTER

ShotSpotter is a gunshot location system that uses an array of global positioning system (GPS) enabled sensors to geo-locate incidents of outdoor audible gunfire within or slightly outside two coverage areas in Milwaukee. SST has three primary components: acoustic sensors, a location server application and the SST Applications.

##### B. SHOTSPOTTER ALERT

An alert is a verified incident of outdoor audible gunfire.

##### C. SHOTSPOTTER APPLICATIONS

###### 1. SST Respond

A password protected portal available to MPD personnel that provides real time alerts along with audio of the event, GPS coordinates and the closest parcel address.

###### 2. ShotSpotter Insight

A password protected portal used by SST Specialists to conduct forensic reviews on incidents of gunfire.

### 3. ShotSpotter Dispatch

A portal used by Department of Emergency Communications (DEC) personnel. DEC personnel receive the published alert and create Computer Aided Dispatch (CAD) records in order to dispatch officers to the scene.

### 4. ShotSpotter Desktop Application

A web based portal that is similar to SST Respond. This application provides real time alerts along with a geo location and audio of the gunfire.

### 5. ShotSpotter Mobile Application

The SST Mobile Application is available to members who want to use a mobile device. The Mobile Application provides a user with real time alerts as well as a geo location and audio of the event. No data is stored on the member's device. Users should contact the Fusion Division for log in assistance for either the desktop application or mobile application.

## D. SHOTSPOTTER ACCURACY

ShotSpotter guarantees detection of 90% of outdoor audible gunfire within the coverage areas within 25 meters of the incident. ShotSpotter requires 3 to 4 sensors to detect and geo-locate an incident before an alert is generated. The "dot" indicator displayed on the map is also guaranteed to be accurate within a 25 meter radius.

## E. SHOTSPOTTER INCIDENT REVIEW CENTER (IRC)

The IRC is comprised of specially trained individuals who are responsible for publishing alerts or dismissing non gunshot activations. Each SST sensor is triggered by impulsive sounds in its environment. These impulsive sounds are reviewed by members of the IRC and classified as a single gunshot, multiple gunshots or possible gunshots. If the impulsive noise does not meet the threshold for gunfire, it is dismissed by the reviewer.

Once the alert is published, it is sent to the DEC where it receives a CAD number. Personnel are then dispatched to the closest parcel address. SST will publish the event in 60 seconds or less 90% of the time.

## F. MPD AUDIO REVIEW CENTER (ARC)

The Audio Review Center (ARC) is located within the Fusion Division. Officers/Detectives assigned to the ARC conduct forensic reviews on homicides, shootings, officer involved shootings, and other cases by request. MPD members may contact the ARC via email at [REDACTED]

## G. FORENSIC REPORTS

MPD may request SST to provide two types of forensic reports.

1. A Detailed Forensic Report (DFR) is created for all homicides, special requests or officer involved shootings. These reports, which usually take several days to complete, contain a manual reevaluation of the SST data using post processing tools.
2. The Investigative Lead Summary (ILS) is an on-demand, automated, machine generated report that reflects the timing, sequence, round count, and location of the incident alert. This report is intended for investigative purposes.

#### H. EXPERT WITNESS

The Fusion Division maintains a list of Officers/Detectives that are SST Specialists. SST Specialists receive special training in order to testify regarding SST related evidence in court.

#### I. SST TRACKING DATABASE

A database maintained and administered by the Fusion Division to track SST response outcomes.

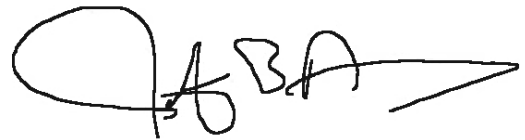
### **745.15 SHOTSPOTTER GUNFIRE ALERTS**

- A. The department member must log into a department squad mobile data computer (MDC) and utilize the web based desktop application or the mobile application.
- B. ShotSpotter gunfire alerts (possible, single, or multiple) shall be dispatched as priority one assignments per DEC protocol.
- C. Units responding to an alert shall immediately notify the dispatcher. Officers should locate the dot using the Respond Application. The dot represents the location of the gunfire within 25 meters.
- D. Responding officers arriving on scene shall wear body armor and utilize department-trained tactics, clearing the area of suspects and checking for victims or evidence within 25 meters surrounding the dot in accordance with standard operating procedures.
- E. Once the scene is safe and no victims have been located, officers shall make contact with the caller(s) regarding the assignment.
- F. Investigating officers shall make every attempt to locate and recover any casings and/or a crime scene.
- G. If casings are recovered absent any further evidence or victim, the assignment shall be investigated as an endangering safety by use of a dangerous weapon investigation with the City of Milwaukee as the victim.
- H. If there is evidence that a house or building is struck, officers shall conduct an investigation.

- I. Officers shall conduct a neighborhood canvass to identify potential victims and witnesses.
- J. All casings and/or any other related evidence must be photographed in place, collected and inventoried as evidence.

**745.20 TRAINING**

- A. The Fusion Division shall be the point of contact for SST training or requests.
- B. The Fusion Division will collaborate with the Information Technology Division personnel to resolve technical issues.

A handwritten signature in black ink, appearing to read 'J.B.N.' with a long horizontal stroke extending to the right.

JEFFREY B. NORMAN  
CHIEF OF POLICE

JBN:mfk