



FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE

Date: 04/10/2007

To: Director's Office

Attn:

[Redacted]
Community Relations Unit,
Office of Public Affairs,
FBIHQ, Room 7366

From: Oklahoma City Division

Contact: [Redacted]

Approved By: Ward Michael B [Redacted] *WMB*

Drafted By: [Redacted]

Case ID #: -188A-HQ-C1243327 -1773
188-OC-C48283 -749

Title: REVISED VERSION OF COMMUNITY OUTREACH
PROGRAM'S (COP) SEMI-ANNUAL
ACCOMPLISHMENT REPORT
(7/1/2006 - 12/31/2006)

Synopsis: This document contains new categories for the
Community Outreach Program (COP) Semi-Annual Accomplishment
Report.

Details: Below is the semi-annual report for the Oklahoma
City Division Community Outreach Program (COP) covering the
time period of 7/1/2006 - 12/31/2006.

The following categories are to be included in the semi-annual
report:

I. COMMUNITY OUTREACH PROGRAM (COP) INFORMATION

A. Personnel

1. Community Outreach Specialist (COS)/Coordinator(s)
Coordinator [Redacted]
 - a. How long has the COS/Coordinator been in the
position? approximately [Redacted]
 - b. Percentage of time devoted to the program.
(If you have more than one COS/Coordinator

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above.) 5% working the COP, each person must answer the

c. What is your current grade and title?

[Redacted]

d. Have you had training in any of the following critical skill courses: (Check and/or circle the box that applies)

- Workers,
- X Database/ Access, Word Perfect, Excel
 - X Graphics/Presentations, PowerPoint
 - ☐ Language - Spanish, Arabic, Chinese
 - ☐ Oral Communications/Briefings - Peers, Co-Superiors
 - X Instructor Development Course
 - ☐ FBI National Priorities training since the past five years (please list course title)
 - ☐ Other specialized training (list)

(This information is being obtained so that FBIHQ can develop a critical skills training module for COSs. If you have more than one or two COS/Coordinator(s) working the COP, each person must answer the above questions.)

B. Program Activities

1. FBI Citizens' Academy Program

a. Who coordinates your Citizens' Academy Program?

[Redacted]

b. How many Citizens' Academies were held during this reporting period? 0

c. How many weeks were your Citizens' Academies? 7 to 8 weeks

d. How many students graduated from each Citizens' Academy class?
From 10 to 19

e. What was the diversity of the CA class?

- ☐ African Americans 10 %
- ☐ Arab-Americans %
- ☐ Asians %

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- ☐ Caucasians 60 %
- ☐ Hispanics 10 %
- ☐ Jewish 10 %
- ☐ Native Americans 10 %
- ☐ Muslim
- ☐ Sikh
- ☐ South Asian

2. Citizens' Academy Foundation

a. Does your Division have a Citizens' Academy Foundation or Alumni Association? If yes, how often do they meet? Yes, approximately once a year

b. If you answered yes, provide the names of all Citizens' Academy Board members, along with the length of service the board members have

served. All for one year. The board was formed

April 6, 2006. Board members are [redacted]
Cummings Oil; [redacted]
(retired), American Red Cross of Central Oklahoma; [redacted]
[redacted] Bentley Hedges Travel Service Inc; [redacted]
[redacted] Marcial Mitchell Company Real Estate; [redacted]
[redacted] Oklahoma Chinese Cultural Center; [redacted]
[redacted] - Ward 8, City of Oklahoma City;
[redacted] Pelco Products, Inc.

c. Describe the participation of Citizens' Academy Alumni and/or the Citizens' Academy Foundation in helping you develop and run events for your Division's Community Outreach Program. Although newly formed the foundation has hosted our annual all support conference and they have hosted the Citizens' Academy class 05.

d. Does your Citizens' Academy Foundation have a Web site? NO If yes, please provide the following:

a. URL

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b. How often does the field office check the site for appropriate contents with regards to use of the FBI seal or logo?

3. Minority Liaison Outreach

- a. List the minority outreach conducted by the COS to include initiatives with ethnic minority groups and organizations. CFC; Citizens' Academy
- b. Provide formal partnerships that were established based on your (COS's) outreach liaison. (i.e., MOU signing, partnerships with local organizations, town hall meetings, CREST, etc.) Heronville Elementary

4. Youth Initiatives

1. Adopt-A-School Programs Heronville Elementary and Cross Timbers

- a. How many Adopt-A-Schools does your Division currently operate? Two
- b. What community does your Adopt-A-School serve? (i.e., Hispanic, African Americans, etc.) Hispanic
- c. What programs are provided at the schools? (examples: Junior Special Agents, mentoring, tutoring) Mentoring and Tutoring
- d. What are some of the challenges that you face in

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your Adopt-A-School? (i.e., language barrier,
literacy, disciplinary) Language

5. Federal, State and Local Partnerships

a. List initiatives established or maintained by the
COS. (i.e., Hate Crimes Working Group) InfraGard

b. Provide COP initiatives established by the Division
that involved working with local law
enforcement.

6. Director's Community Leadership Award--include the
name(s) of the recipients and the date award was
presented. None for 2006

7. Briefly describe your program's two most significant
events and accomplishments during the reporting
period. CFC and Citizens's Academy

C. Management Support

1. How many times during this reporting period did you
meet with Upper Management to provide COP updates?
(ASAC and above) None

2. How do you market the COP internally? Through New Agent
Training

3. Has your Division coordinated any outreach initiatives
such as town hall meetings, youth conferences, etc.?
(Do not include recruitment, luncheon, or breakfast
events.) They include recruitment

D. Budget

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1. Have you submitted a budget request during this reporting period? If so, what expenses were incurred? NO

E. Critique of Headquarters Program Management

1. Training-- Does FBIHQ provide ample training? Yes

a. How many monthly teleconference calls have you participated in during this reporting period?
During this reporting period approximately 5 out of 6

b. List the year of the last COP In-service Training
you attended? 2006

c. List any other training received from FBIHQ
(i.e., Secure Video Teleconference Training)
Secure Video Teleconference Training

d. What help, guidance, or service provided by CRU
over the past six months was most helpful to
you
and your program? With Reports

e. What help, guidance, or service would be the most
help to you in the coming six months? Teen
projects.

2. Has your FBIHQ Regional representative provided you with the necessary guidance to assist you in your program? (Provide a brief summary) Yes, Through the telephone conference calls and e-mails.

3. Open Comment(s)

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LEAD(s):

Set Lead 1: (Action)

DIRECTOR'S OFFICE

AT OPA, DC

Community Relations Unit, read and clear.

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