

BRIDGEPORT PUBLIC LIBRARY INCIDENT TRACKING FORM

DATE OF INCIDENT (MM/DD/YY FORMAT)	TIME OF INCIDENT (HH:MM AM/PM)	LOCATION OF INCIDENT (select from drop down menu)	TYPE OF INCIDENT (select from drop down menu)	TYPE IN WHICH LIBRARY STAFF WERE NOTIFIED (Ex. City Librarian, Coworkers, Dept./Branch Manager, etc.)	WAS LIBRARY SECURITY CALLED? (select from drop down menu)	WAS EMS (FIRE/POLICE/AMBUL ANCE) CALLED? (select from drop down menu)	INCIDENT SUMMARY
01/12/22	4:56pm	Burroughs-Teen Center				No	
07/01/22	3:30pm			Branch Manager	No	No	Staff fell bottom of stairs walked away.
08/05/22	11:30am	Burroughs-Circ Desk/Lobby	Patron Illness or Injury	Branch Manager	No	No	Patron fell in front of lobby stairs walked away
08/05/22	11:30am	Burroughs-Circ Desk/Lobby	Patron Illness or Injury	Dept. Manager	No	No	Patron fell on stairs o.k. walked away
08/12/22	11:30am-11:45am		Inappropriate Patron Behavior (violatio	Dept. Manager	No	No	
08/13/22	11:00am	Burroughs-Children's Room	Inappropriate Patron Behavior (violatio	Asst. City Libraria	Yes	Yes	
08/18/22	1:00pm-3:15pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Dept. Manager	Yes	No	
08/22/22	11:20am	Burroughs-Circ Desk/Lobby	Patron Illness or Injury	Dept. Manager	Yes	Yes	
08/25/22	3:00pm	Burroughs-Children's Room	Patron Illness or Injury	Dept. Manager	No	No	
08/29/22	1:05pm	Newfield	Patron Illness or Injury	Branch Manager	No	No	
09/01/22	3:15pm - 5pm	Burroughs-Children's Room	Patron Illness or Injury	Dept. Manager	No	No	Loud Patron
09/06/22	None	North Library	Inappropriate Patron Behavior (violatio	City Librarian	No	No	
09/06/22	3:15pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	
09/07/22	None	North Library	Patron Illness or Injury	Library Office	No	No	
09/09/22	12:30pm	Burroughs-Saden Office	Inappropriate Patron Behavior (violatio	City Librarian	Yes	No	Patron carrying blade in purse.
09/12/22	12:30pm	Black Rock	Inappropriate Patron Behavior (violatio	City Librarian	No	No	
09/26/22	4:00pm	Burroughs-Saden Office	Inappropriate Patron Behavior (violatio	Person in Charge	Yes	Yes	
09/27/22	6:00pm	Newfield	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	
10/05/22	6:00pm	Newfield	Staff Illness or Injury	Person in Charge	No	No	
10/20/2022	3:56pm	East Side	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	
10/28/2022	1:10pm	Newfield	Patron Illness or Injury	Branch Manager	No	No	
11/10/2022	2:30pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	No	No	Patron Harassing women
11/14/2022	3:35pm	Burroughs-Reference Room,	Building/Maintenance Issue	Person in Charge	No	No	Graffiti from Patrons
11/15/2022	2:45pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	Yes	No	
11/18/2022	10:15am	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Per in charge	Yes	No	Disruptive Patron
12/5/2022	12:50pm	Burroughs-Circ Desk/Lobby	Patron Illness or Injury	Person in Charge	No	Yes	Patron having a seizure
12/8/2022	4:50 AM	Newfield	Inappropriate Patron Behavior (violation of BPL Code of Condu		No	No	Patron disruptiveness
12/8/2022	4:55pm	East Side	Inappropriate Patron Behavior (violatio	Branch Manager	No	Yes	Theft & computer damage
12/12/2022	4:15pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Per in charge	No	No	Patron relieving himself
12/28/2022	2:00pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	No	No	Patron use of Profanity
01/26/23	7:00pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	No	No	Disruptive Patron
01/26/23	7:00pm	Black Rock	Inappropriate Patron Behavior (violatio	Branch Manager	Yes	No	Phone theft
02/13/23	12:45pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	No	No	Loud Patron
02/14/23	3:00pm	Burroughs-Reference Room,	Inappropriate Patron Behavior (violatio	Person in Charge	Yes	Yes	Disruptive Patron
03/02/23	4:35-5:00pm	Burroughs Parking Lot or Side	Crime(s)	Custodial on duty	Yes	Yes	Employee parking lot theft, nothing stolen.
03/24/23	7:50pm	North Branch	Building/Maintenance Issue	Custodial on duty	No	Yes	Gas Co. declares carbon monoxide leak
03/28/23	4:30pm	East Side	Inappropriate Patron Behavior (violatio	Person in Charge	Yes	Yes	Drunk patron wanting to sleep in library.
04/12/23	3:30 AM	Newfield	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	Altercation w/and disruptive patrons
04/12/23	3:50pm	Newfield	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	Patron disturbance and harassment of daughter
04/12/23	3:30 - 4pm	Newfield	Inappropriate Patron Behavior (violatio	Branch Manager	No	No	Patron harassment and disturbing the peace
04/17/23	5:30pm	Burroughs-Third Floor Comm	Staff Illness or Injury	Library Office	No	No	Staff received a deep cut/scratch on his left arm.
04/18/23	1:50pm	East Side	Inappropriate Patron Behavior (violatio	Person in Charge	No	No	Patron stalking a staff member
04/26/23	11:20am	Black Rock	Staff Illness or Injury	Branch Manager	No	No	Staff passed out - gashed in head injury

05/10/23 1:35pm

Beardsley

Crime(s)

Branch Manager

Yes

No

Patron's bicycle stolen/bicycle theft.