

# CITIZEN COMPLAINT OVERSIGHT PANEL - 112

## MISSION AND SERVICES

**Mission** - The Citizen Complaint Oversight Panel provides evaluation and monitoring of police misconduct investigations for County residents and visitors in order to ensure police transparency and accountability.

**Core Services** -

- Evaluation and monitoring of all police misconduct investigations, including use of force as well as intentional and accidental firearms discharge

**Strategic Focus in FY 2017** -

The agency's top priority in FY 2017 is:

- Increase the percent of the Police Department's officer misconduct investigations that satisfactorily meet the panel's standards for impartiality, thoroughness and appropriateness by ensuring that the Chief of Police receives feedback for investigations rated below satisfactory

## FY 2017 BUDGET SUMMARY

The FY 2017 approved budget for the Citizen Complaint Oversight Panel is \$264,600, an increase of \$9,100 or 3.6% over the FY 2016 approved budget.

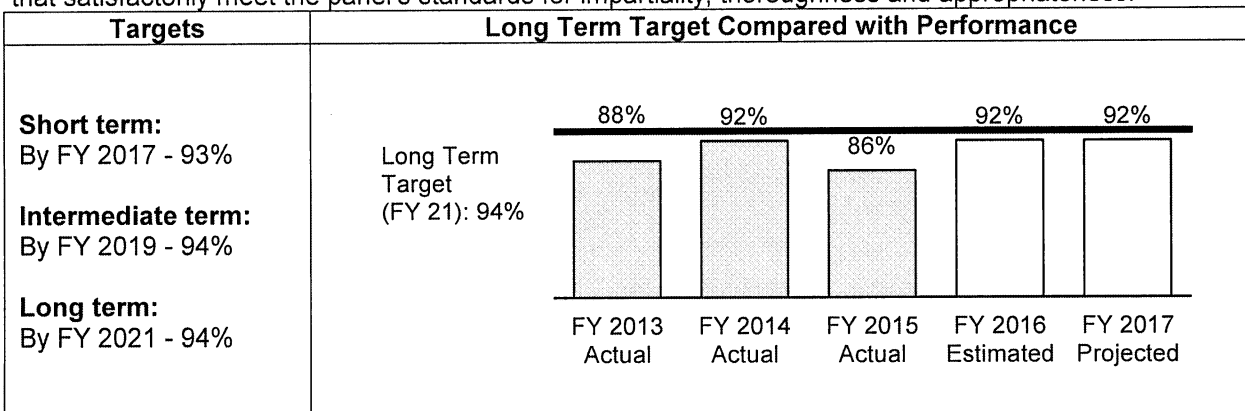
**Budgetary Changes** -

|   |                  |
|---|------------------|
| <b>FY 2016 APPROVED BUDGET</b>  | <b>\$255,500</b> |
| Increase in compensation to support one full-time and part-time position  | \$4,400          |
| Increase in fringe rate of 34.0% to 34.8%   | \$2,600          |
| Increase in office automation charges   | \$1,400          |
| Increase in training and office supplies to support travel to annual conference and to align with historical spending | \$700            |
| <b>FY 2017 APPROVED BUDGET</b>  | <b>\$264,600</b> |

## SERVICE DELIVERY PLAN AND PERFORMANCE

**GOAL 1** - To provide evaluation and monitoring of Police Department misconduct investigations for County residents and visitors in order to ensure the investigations of misconduct complaints are thorough, impartial and resolved appropriately.

**Objective 1.1** - Increase the percentage of Police Department officer misconduct investigations reviewed that satisfactorily meet the panel's standards for impartiality, thoroughness and appropriateness.



# CITIZEN COMPLAINT OVERSIGHT PANEL – 112

## GENERAL FUND

### Trend and Analysis -

The agency realized a 25% decrease in the number of investigations actually referred for review in FY 2015 and approximately 29% less than what was projected for FY 2015. It should be noted that this trend has resulted in the lowest number of investigations (140) submitted for the Panel's review since FY 2012. The average number of allegations in an investigation continues to remain at approximately 3.0. The percentage of investigations reviewed by the Panel that were deemed to be satisfactory decreased slightly from 92% in FY 2014 to 86% in FY 2015 and is projected to return to 92% for FY 2016 and beyond.

### Performance Measures -

| Measure Name   | FY 2013<br>Actual | FY 2014<br>Actual | FY 2015<br>Actual | FY 2016<br>Estimated | FY 2017<br>Projected |
|--|-------------------|-------------------|-------------------|----------------------|----------------------|
| <b>Resources (input)</b>   |                   |                   |                   |                      |                      |
| Number of panel members  | 6                 | 6                 | 7                 | 7                    | 7                    |
| <b>Workload, Demand and Production (output)</b>  |                   |                   |                   |                      |                      |
| Number of panel meetings   | 57                | 54                | 53                | 53                   | 53                   |
| Number of investigations received for review   | 207               | 220               | 165               | 155                  | 189                  |
| Number of allegations reviewed   | 745               | 873               | 512               | 496                  | 598                  |
| Number of reviewed investigations requiring follow-up for policy, training, and investigative concerns   | 9                 | 5                 | 7                 | 7                    | 7                    |
| Number of police misconduct investigations reviewed  | 207               | 201               | 192               | 150                  | 180                  |
| <b>Efficiency</b>  |                   |                   |                   |                      |                      |
| Average number of police misconduct investigations reviewed each meeting   | 3.6               | 3.7               | 3.6               | 2.8                  | 3.4                  |
| <b>Quality</b>   |                   |                   |                   |                      |                      |
| Percent of cases reviewed in 40 days   | 95%               | 96%               | 95%               | 90%                  | 90%                  |
| Percent of panel recommendations to mitigate police misconduct that are implemented by the Chief of Police   | 33%               | 34%               | 35%               | 25%                  | 25%                  |
| <b>Impact (outcome)</b>  |                   |                   |                   |                      |                      |
| Percent of the Police Department's officer misconduct investigations reviewed that satisfactorily meet the panel's standards for impartiality, thoroughness, and appropriateness | 88%               | 92%               | 86%               | 92%                  | 92%                  |

### Strategies to Accomplish the Objective -

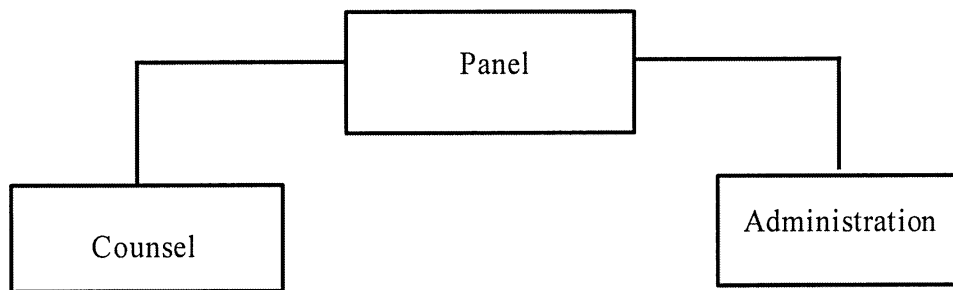
- **Strategy 1.1.1** - Ensure that the Chief of Police receives feedback for investigations rated below satisfactory by submitting detailed letters for each affected case and meeting with the Chief at least twice per year to discuss ways to prevent a recurrence of the practices that promoted allegations to be filed
- **Strategy 1.1.2** - Ensure that panel members are able to provide consistent and impartial reviews and recommendations by utilizing guides established by the National Association for Civilian Oversight of Law Enforcement (NACOLE)

- **Strategy 1.1.3** - Provide training to all panel members in order to ensure they have the knowledge, skills and abilities to review and evaluate at least three specific categories of investigations effectively

**FY 2016 KEY ACCOMPLISHMENTS**

- Staff attended the 2015 NACOLE annual training conference in Riverside, CA.
- Continued participation with a group of NACOLE agencies that provide technical assistance to jurisdictions around the country seeking to establish oversight components.
- Participated in two local forums, hosted by civil and human rights agencies, on police accountability and oversight.
- Assisted a Howard University doctoral student with dissertation on police accountability and community perspective/participation in an era of intense public and media scrutiny.

**ORGANIZATIONAL CHART**



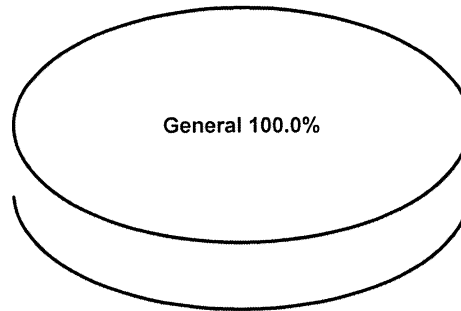
**CITIZEN COMPLAINT OVERSIGHT PANEL - 12**

**FUNDS SUMMARY**

|                                   | FY2015<br>ACTUAL | FY2016<br>BUDGET | FY2016<br>ESTIMATED | FY2017<br>APPROVED | CHANGE<br>FY16-FY17 |
|-----------------------------------|------------------|------------------|---------------------|--------------------|---------------------|
| <b>TOTAL EXPENDITURES</b>         | \$ 218,654       | \$ 255,500       | \$ 252,800          | \$ 264,600         | 3.6%                |
| <b>EXPENDITURE DETAIL</b>         |                  |                  |                     |                    |                     |
| Citizen Complaint Oversight Panel | 218,654          | 255,500          | 252,800             | 264,600            | 3.6%                |
| Recoveries                        | 0                | 0                | 0                   | 0                  | 0%                  |
| <b>TOTAL</b>                      | \$ 218,654       | \$ 255,500       | \$ 252,800          | \$ 264,600         | 3.6%                |
| <b>SOURCES OF FUNDS</b>           |                  |                  |                     |                    |                     |
| General Fund                      | \$ 218,654       | \$ 255,500       | \$ 252,800          | \$ 264,600         | 3.6%                |
| Other County Operating Funds:     |                  |                  |                     |                    |                     |
| <b>TOTAL</b>                      | \$ 218,654       | \$ 255,500       | \$ 252,800          | \$ 264,600         | 3.6%                |

**FY2017 SOURCES OF FUNDS**

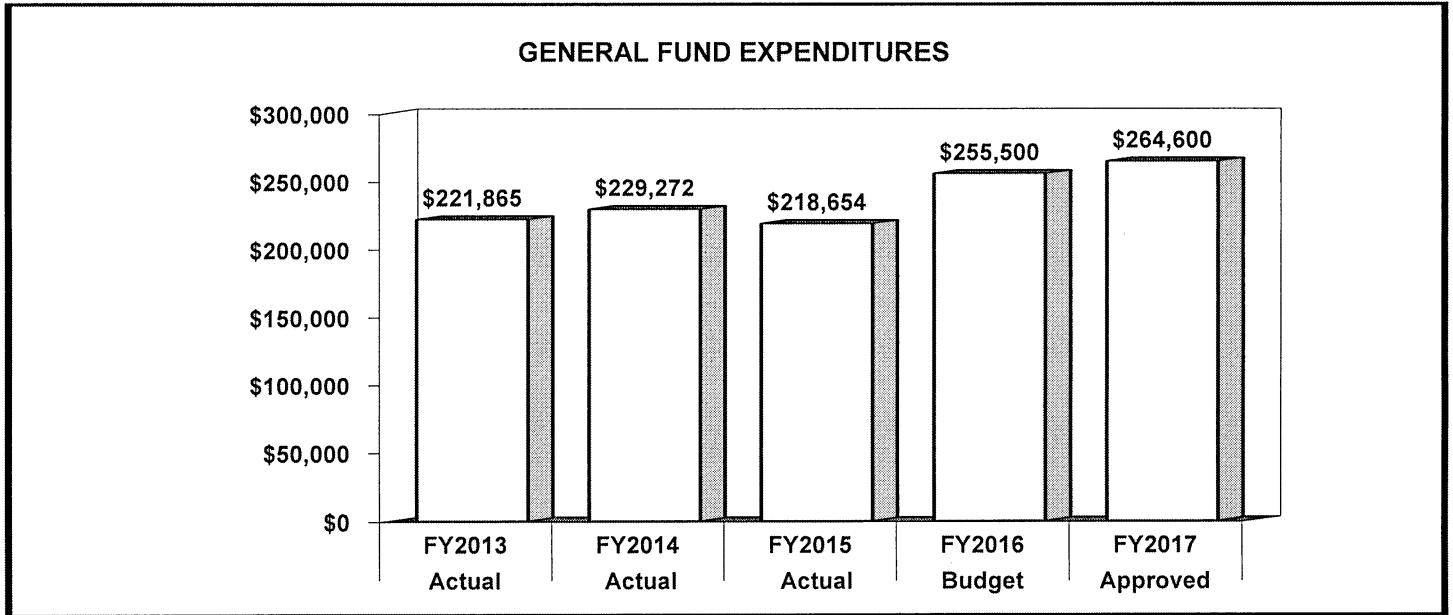
This agency's funding is derived solely from the County's General Fund.



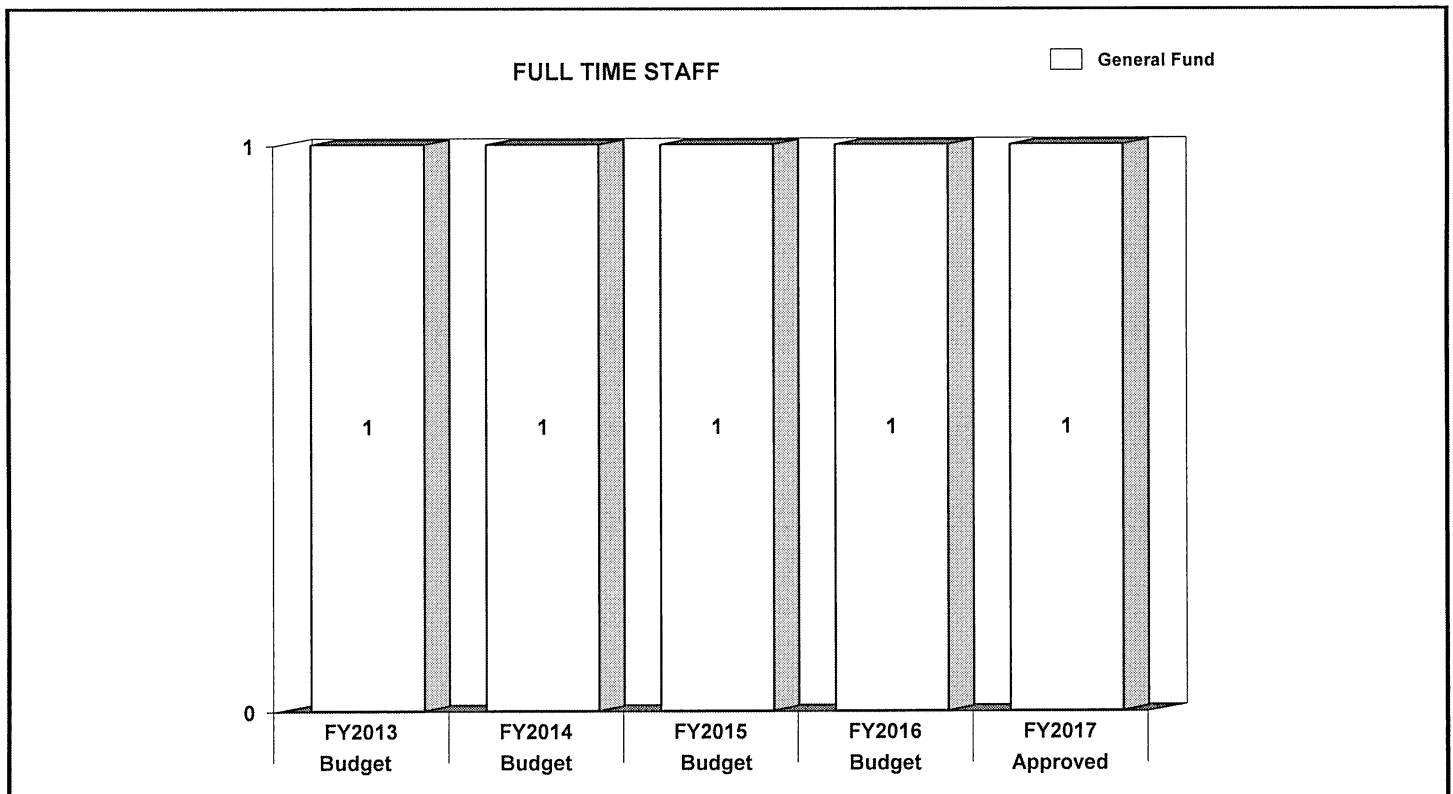
**STAFF SUMMARY**

|                           | FY2015<br>BUDGET | FY2016<br>BUDGET | FY2017<br>APPROVED | CHANGE<br>FY16-FY17 |
|---------------------------|------------------|------------------|--------------------|---------------------|
| <b>GENERAL FUND STAFF</b> |                  |                  |                    |                     |
| Full Time - Civilian      | 1                | 1                | 1                  | 0                   |
| Full Time - Sworn         | 0                | 0                | 0                  | 0                   |
| Part Time                 | 1                | 1                | 1                  | 0                   |
| Limited Term              | 0                | 0                | 0                  | 0                   |
| <b>OTHER STAFF</b>        |                  |                  |                    |                     |
| Full Time - Civilian      |                  |                  |                    |                     |
| Full Time - Sworn         |                  |                  |                    |                     |
| Part Time                 |                  |                  |                    |                     |
| Limited Term Grant Funded |                  |                  |                    |                     |
| <b>TOTAL</b>              |                  |                  |                    |                     |
| Full Time - Civilian      | 1                | 1                | 1                  | 0                   |
| Full Time - Sworn         | 0                | 0                | 0                  | 0                   |
| Part Time                 | 1                | 1                | 1                  | 0                   |
| Limited Term              | 0                | 0                | 0                  | 0                   |

| POSITIONS BY CATEGORY     | FULL<br>TIME | PART<br>TIME | LIMITED<br>TERM |
|---------------------------|--------------|--------------|-----------------|
| Administrative Support    | 0            | 1            | 0               |
| Administrative Specialist | 1            | 0            | 0               |
| <b>TOTAL</b>              | 1            | 1            | 0               |



The agency's expenditures decreased 1.4% from FY 2013 to FY 2015. This decrease is primarily driven by the Panel's review activity. The FY 2017 approved budget is 3.6% more than the FY 2016 approved budget.



The agency's authorized staffing complement remained the same from FY 2013 to FY 2016. The FY 2017 staffing totals remain unchanged.

# CITIZEN COMPLAINT OVERSIGHT PANEL - 12

## GENERAL FUND

|                            | FY2015<br>ACTUAL  | FY2016<br>BUDGET  | FY2016<br>ESTIMATED | FY2017<br>APPROVED | CHANGE<br>FY16-FY17 |
|----------------------------|-------------------|-------------------|---------------------|--------------------|---------------------|
| <b>EXPENDITURE SUMMARY</b> |                   |                   |                     |                    |                     |
| Compensation               | \$ 126,630        | \$ 122,800        | \$ 123,200          | \$ 127,200         | 3.6%                |
| Fringe Benefits            | 38,335            | 41,700            | 39,100              | 44,300             | 6.2%                |
| Operating Expenses         | 53,689            | 91,000            | 90,500              | 93,100             | 2.3%                |
| Capital Outlay             | 0                 | 0                 | 0                   | 0                  | 0%                  |
|                            | <b>\$ 218,654</b> | <b>\$ 255,500</b> | <b>\$ 252,800</b>   | <b>\$ 264,600</b>  | <b>3.6%</b>         |
| Recoveries                 | 0                 | 0                 | 0                   | 0                  | 0%                  |
| <b>TOTAL</b>               | <b>\$ 218,654</b> | <b>\$ 255,500</b> | <b>\$ 252,800</b>   | <b>\$ 264,600</b>  | <b>3.6%</b>         |
| <b>STAFF</b>               |                   |                   |                     |                    |                     |
| Full Time - Civilian       | -                 | 1                 | -                   | 1                  | 0%                  |
| Full Time - Sworn          | -                 | 0                 | -                   | 0                  | 0%                  |
| Part Time                  | -                 | 1                 | -                   | 1                  | 0%                  |
| Limited Term               | -                 | 0                 | -                   | 0                  | 0%                  |

In FY 2017, compensation expenditures increase 3.6% over the FY 2016 budget to support FY 2017 salary requirements for the current staff. Fringe benefit expenditures increase 6.2% over the FY 2016 budget to reflect actual costs.

Operating expenditures increase 2.3% over the FY 2016 budget due to an increase in office automation charges, office supplies and travel.

| MAJOR OPERATING EXPENDITURES<br>FY2017 |           |
|--|-----------|
| General and Administrative             | \$ 77,100 |
| Contracts                              |           |
| Office Automation                      | \$ 12,800 |
| Training                               | \$ 1,500  |
| Operating and Office Supplies          | \$ 700    |
| Printing and Reproduction              | \$ 500    |

