

# CITIZEN COMPLAINT OVERSIGHT PANEL - 112

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## MISSION AND SERVICES

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**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 2018** -

The agency's top priority in FY 2018 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 2018 BUDGET SUMMARY

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The FY 2018 approved budget for the Citizen Complaint Oversight Panel is \$302,200, an increase of \$37,600 or 14.2% over the FY 2017 approved budget.

**Budgetary Changes** -

<b>FY 2017 APPROVED BUDGET</b>	<b>\$264,600</b>
<b>Add: Compensation - New Position</b> - Funding provided for converting Administrative Aide position from part-time to full-time	\$19,800
<b>Increase Cost: Fringe Benefits</b> - Increase in fringe benefit rate from 34.8% to 35.2% and the new full-time position	\$9,500
<b>Increase Cost: Compensation - Mandated Salary Requirements</b>	\$5,800
<b>Increase Cost: Operating</b> - Additional cost for legal services and the National Association of Civilian Oversight of Law Enforcement Conference travel	\$2,500
<b>FY 2018 APPROVED BUDGET</b>	<b>\$302,200</b>

## SERVICE DELIVERY PLAN AND PERFORMANCE

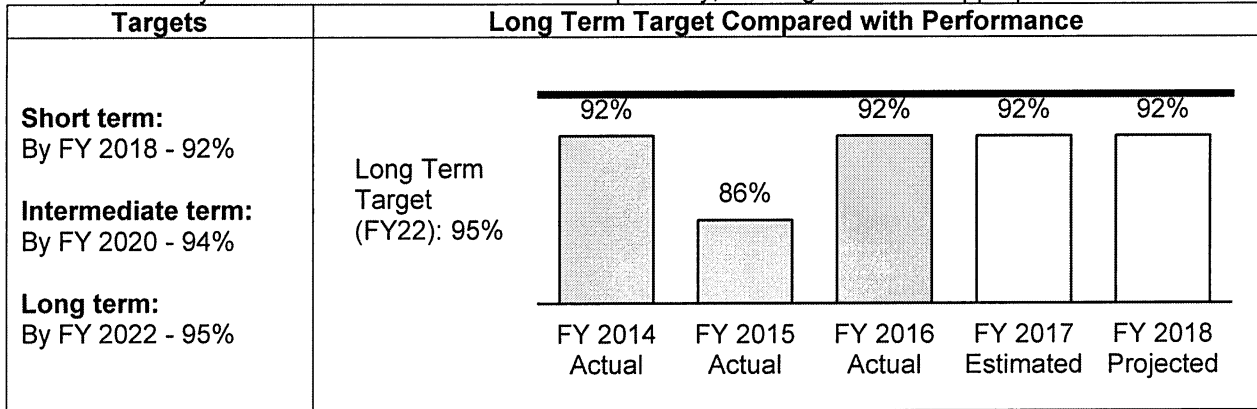
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**GOAL 1** - To provide evaluation and monitoring of Police Department misconduct investigations for County residents and visitors in order to ensure the investigations of misconduct complaints are thorough, impartial and resolved appropriately.

# CITIZEN COMPLAINT OVERSIGHT PANEL – 112

## GENERAL FUND

**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.



**Trend and Analysis -**

As a result of increased media coverage of high profile cases involving police interactions with citizens in FY 2016 and FY 2017, the Panel anticipated an increase in the number of investigations to be reviewed. This increase was not realized. In fact, the number of completed investigations referred to the Panel that would have resulted from complaints filed during this period decreased. While the current rate of incoming investigations, reviewed thus far for FY 2017, indicates a slight increase over FY 2016, the rate still remains below the actuals for FY 2015 and FY 2016. However, the Panel noted an increase in the complexity of the details and charges in the investigations it has received in FY 2017. The Panel also noted an increase in the percentage of investigations that rate high on its standards for quality of investigations. This percentage is up from 86% in FY 2015 to an estimated 92% for FY 2017.

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## GENERAL FUND

### Performance Measures -

Measure Name	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Projected
<b>Resources (input)</b>					
Number of panel members	6	7	7	7	7
<b>Workload, Demand and Production (output)</b>					
Number of panel meetings	54	53	53	54	54
Number of investigations received for review	220	165	145	142	150
Number of allegations reviewed	873	746	594	497	480
Number of reviewed investigations requiring follow-up for policy, training, and investigative concerns	5	7	7	12	10
Number of police misconduct investigations reviewed	201	194	136	135	143
<b>Efficiency</b>					
Average number of police misconduct investigations reviewed each meeting	3.7	3.7	2.6	2.5	2.6
<b>Quality</b>					
Percent of cases reviewed in 40 days	96%	95%	92%	91%	95%
Percent of panel recommendations to mitigate police misconduct that are implemented by the Chief of Police	34%	35%	25%	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	92%	86%	92%	92%	92%

\*FY 2015 Actuals have been restated.

### 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

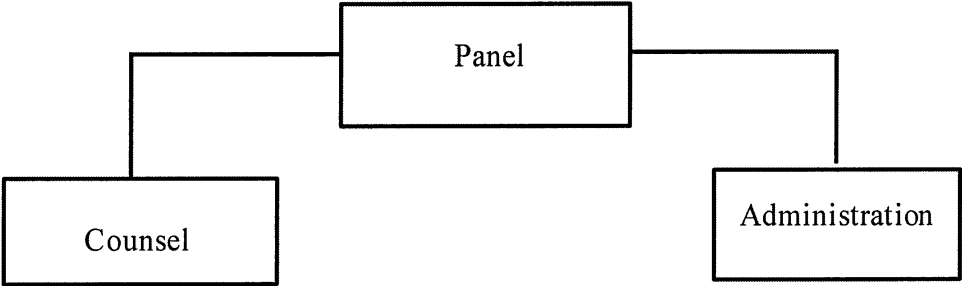
### FY 2017 KEY ACCOMPLISHMENTS

- Attended the 22nd annual NACOLE conference in Albuquerque, New Mexico.
- Provided assistance to a University of Maryland doctoral student in the completion of his dissertation on civilian oversight and police accountability.
- Provided technical assistance to a regional jurisdiction seeking to establish a civilian oversight component.

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**ORGANIZATIONAL CHART**

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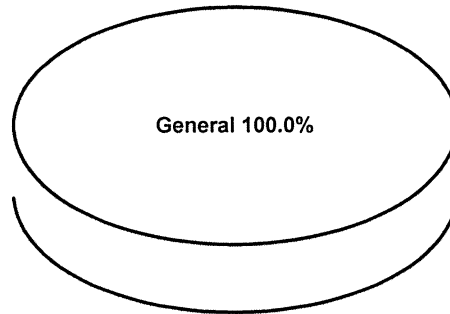
# CITIZEN COMPLAINT OVERSIGHT PANEL - 12

## FUNDS SUMMARY

	FY2016 ACTUAL	FY2017 BUDGET	FY2017 ESTIMATED	FY2018 APPROVED	CHANGE FY17-FY18
<b>TOTAL EXPENDITURES</b>	\$ 231,929	\$ 264,600	\$ 267,700	\$ 302,200	14.2%
<b>EXPENDITURE DETAIL</b>					
Citizen Complaint Oversight Panel	231,929	264,600	267,700	302,200	14.2%
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	\$ 231,929	\$ 264,600	\$ 267,700	\$ 302,200	14.2%
<b>SOURCES OF FUNDS</b>					
General Fund	\$ 231,929	\$ 264,600	\$ 267,700	\$ 302,200	14.2%
Other County Operating Funds:					
<b>TOTAL</b>	\$ 231,929	\$ 264,600	\$ 267,700	\$ 302,200	14.2%

### FY2018 SOURCES OF FUNDS

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

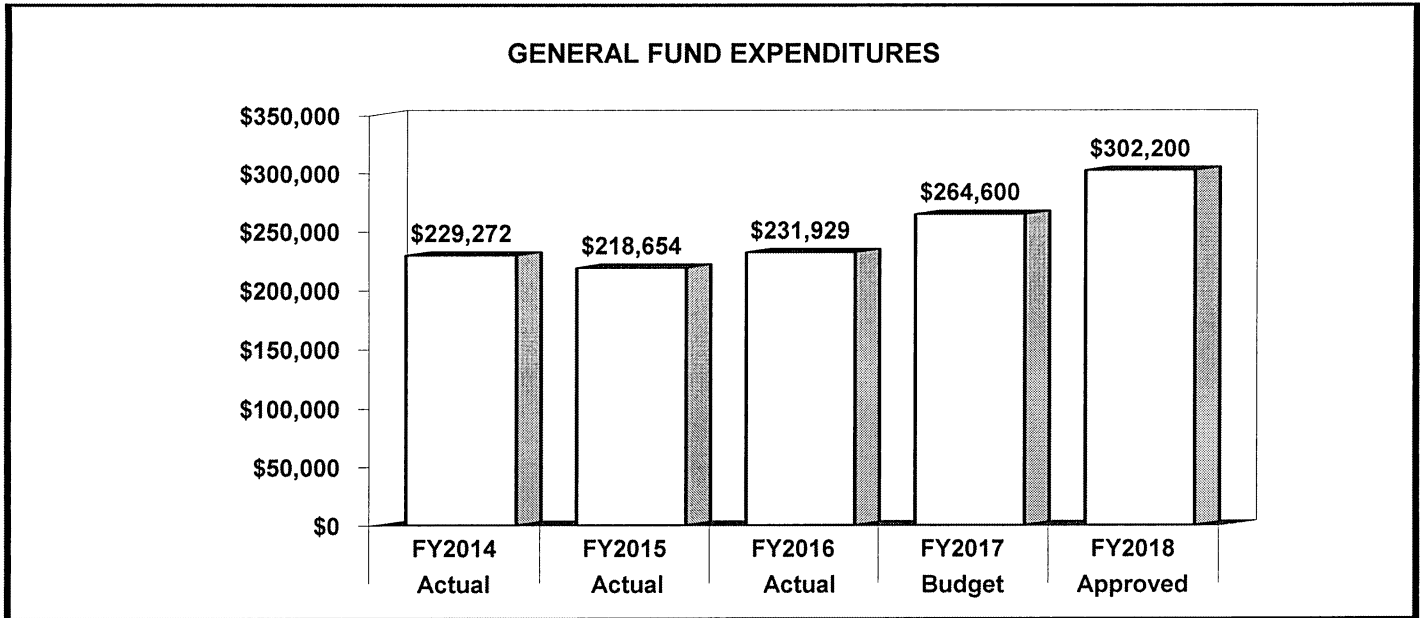


**CITIZEN COMPLAINT OVERSIGHT PANEL - 12**

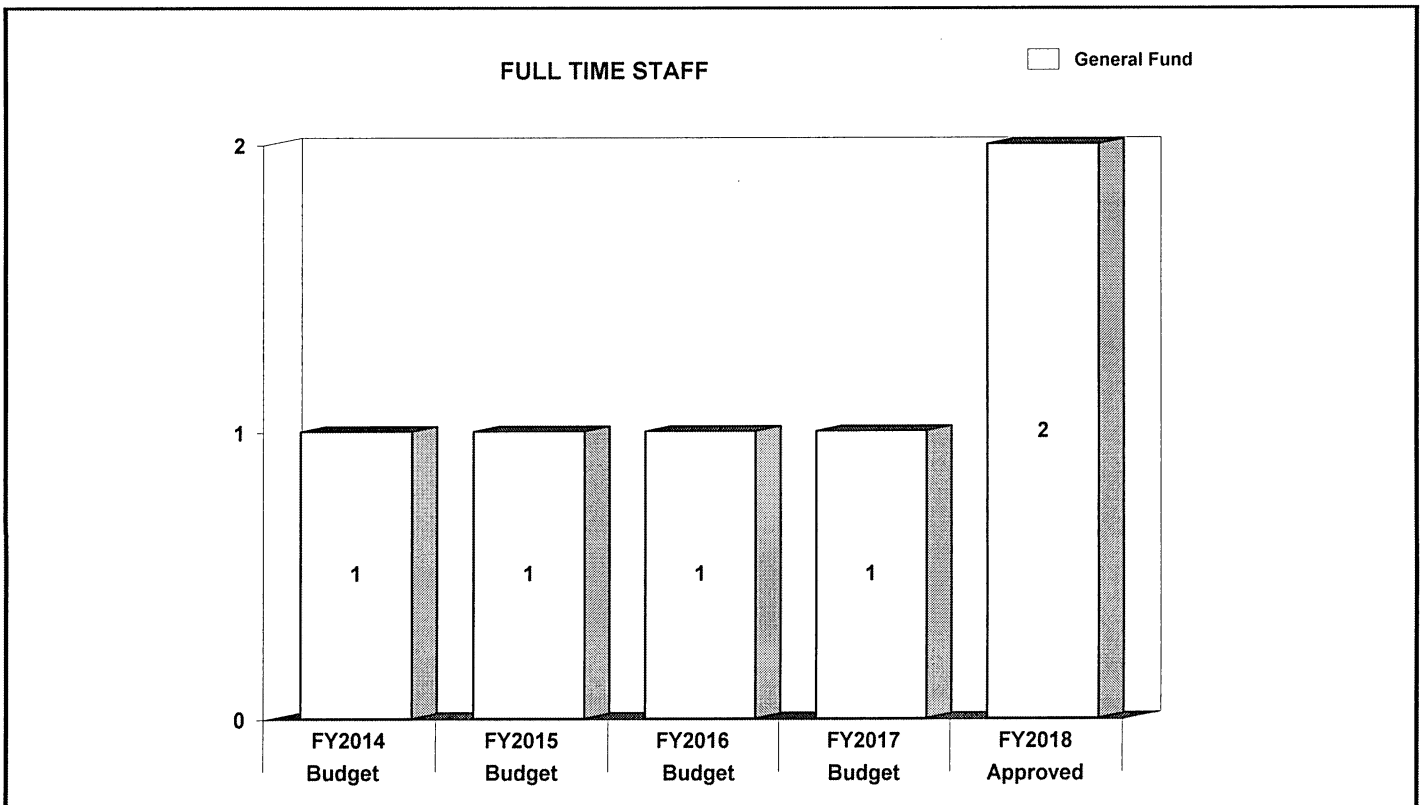
**STAFF SUMMARY**

	FY2016 BUDGET	FY2017 BUDGET	FY2018 APPROVED	CHANGE FY17-FY18
<b>GENERAL FUND STAFF</b>				
Full Time - Civilian	1	1	2	1
Full Time - Sworn	0	0	0	0
Part Time	1	1	0	-1
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	2	1
Full Time - Sworn	0	0	0	0
Part Time	1	1	0	-1
Limited Term	0	0	0	0

POSITIONS BY CATEGORY	FULL TIME	PART TIME	LIMITED TERM
Administrative Support	1	0	0
Administrative Specialist	1	0	0
<b>TOTAL</b>	<b>2</b>	<b>0</b>	<b>0</b>



The agency's expenditures increased 1.2% from FY 2014 to FY 2016. This increase is primarily driven by a new legal contract and the fringe benefit rate. The FY 2018 approved budget is 14.2% over the FY 2017 budget.



The agency's authorized staffing complement remained the same from FY 2014 to FY 2017. The FY 2018 staffing total increases by one position from the FY 2017 budget due to the conversion of the part-time position to full-time.

# CITIZEN COMPLAINT OVERSIGHT PANEL - 12

## GENERAL FUND

	FY2016 ACTUAL	FY2017 BUDGET	FY2017 ESTIMATED	FY2018 APPROVED	CHANGE FY17-FY18
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 125,913	\$ 127,200	\$ 129,400	\$ 152,800	20.1%
Fringe Benefits	41,805	44,300	45,100	53,800	21.4%
Operating Expenses	64,211	93,100	93,200	95,600	2.7%
Capital Outlay	0	0	0	0	0%
	<b>\$ 231,929</b>	<b>\$ 264,600</b>	<b>\$ 267,700</b>	<b>\$ 302,200</b>	<b>14.2%</b>
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	<b>\$ 231,929</b>	<b>\$ 264,600</b>	<b>\$ 267,700</b>	<b>\$ 302,200</b>	<b>14.2%</b>
<b>STAFF</b>					
Full Time - Civilian	-	1	-	2	100%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	1	-	0	-100%
Limited Term	-	0	-	0	0%

In FY 2018, compensation expenditures increase 20.1% over the FY 2017 budget due to anticipated cost of living and merit adjustments and the staffing complement change. Compensation costs include funding for two full-time positions. Fringe benefit expenditures increase 21.4% over the FY 2017 budget. This is due to compensation adjustments.

Operating expenditures increase 2.7% over the FY 2017 budget due to an increase in the legal service contract and training. Operating expenses reflect funding for office automation, office supplies and travel expenses to attend the National Association of Civilian Oversight of Law Enforcement Conference.

MAJOR OPERATING EXPENDITURES FY2018	
General and Administrative	\$ 79,000
Contracts	
Office Automation	\$ 12,800
Training	\$ 2,000
Operating and Office Supplies	\$ 700
Printing and Reproduction	\$ 500

