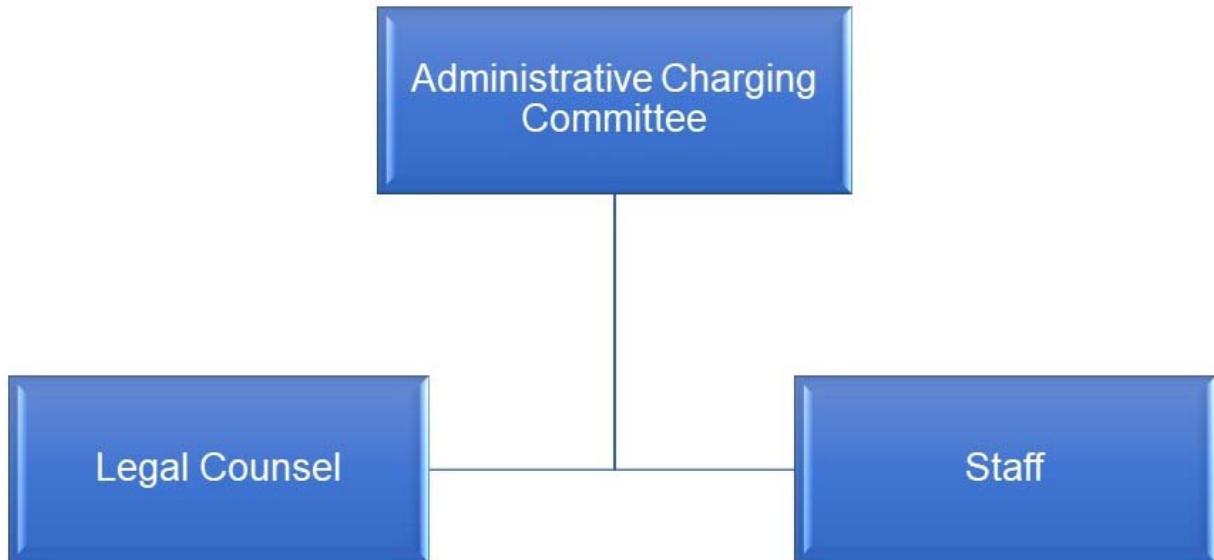


# Administrative Charging Committee



## MISSION AND SERVICES

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The Administrative Charging Committee (ACC) seeks to improve police customer service and community responsiveness to citizens' complaints of police misconduct through the establishment of effective independent oversight of the police disciplinary process and its outcomes.

### CORE SERVICES

- Work with all law enforcement agencies in the County to improve matters of policing, particularly with respect to police discipline and accountability for misconduct
- Receive complaints of police misconduct filed by members of the public and transfer them to the appropriate law enforcement agency to commence investigations
- Evaluate outcomes of investigations of alleged police misconduct conducted by law enforcement agencies and reviewed by the administrative oversight committee
- Produce annual reports for the County's governing authority and the public that include recommendations identifying trends in law enforcement officers' disciplinary process and changes to police agencies that improve accountability

### FY 2024 KEY ACCOMPLISHMENTS

- Reviewed over 200 misconduct cases.
- Met statutory timelines for all cases.

- Attended three conferences: The National Association of Citizen Oversight and Law Enforcement (NACOL) and The Maryland Association of Counties (MACO) Summer and Winter Conferences.
- Collaborated with multiple agencies within the State to share best practices, improve efficiencies and increase service levels.
- Held more than 12 trainings on the Police Accountability Act for law enforcement agencies.

**STRATEGIC FOCUS AND INITIATIVES FOR FY 2025**

The committee’s top priorities in FY 2025 are:

- Reduce the backlog of case reviews and turnaround times for findings.
- Improve the efficiency of reviews.
- Work collaboratively with stakeholders.

**FY 2025 BUDGET SUMMARY**

The FY 2025 approved budget for the Administrative Charging Committee is \$1,293,100, an increase of \$202,700 or 18.6% over the FY 2024 approved budget.

**Expenditures by Fund Type**

Fund Types	FY 2023 Actual		FY 2024 Budget		FY 2024 Estimate		FY 2025 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$598,925	100.0%	\$1,090,400	100.0%	\$938,600	100.0%	\$1,293,100	100.0%
<b>Total</b>	<b>\$598,925</b>	<b>100.0%</b>	<b>\$1,090,400</b>	<b>100.0%</b>	<b>\$938,600</b>	<b>100.0%</b>	<b>\$1,293,100</b>	<b>100.0%</b>

**Reconciliation from Prior Year**

	<b>Expenditures</b>
<b>FY 2024 Approved Budget</b>	<b>\$1,090,400</b>
<b>Increase Cost: Operating</b> — Increase in operating costs due to the reallocation of stipend funding for Trial Board Judges and Administrative Hearing Board civilians from the Police Accountability Board to appropriately reflect stipend costs in one agency to support operational activities	\$137,000
<b>Add: Operating</b> — Funding to support a contracted attorney to help assist with case reviews	50,000
<b>Increase Cost: Compensation - Mandated Salary Requirements</b> — Annualization of FY 2024 salary adjustments	22,200
<b>Increase Cost: Operating</b> — Net adjustment of operating costs such as training, office supplies, vehicle lease and telephone expenses to align with projected costs	4,200
<b>Increase Cost: Technology Cost Allocation</b> — Increase in OIT charges based on anticipated countywide costs for technology	900
<b>Decrease Cost: Fringe Benefits</b> — Decrease in the fringe benefit rate from 36.0% to 33.0% to align with projected costs	(11,600)
<b>FY 2025 Approved Budget</b>	<b>\$1,293,100</b>

### STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2023 Budget	FY 2024 Budget	FY 2025 Approved	Change FY24-FY25
<b>General Fund</b>				
Full Time - Civilian	6	8	8	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	6	8	8	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

<b>TOTAL</b>				
Full Time - Civilian	6	8	8	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	6	8	8	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

Positions By Classification	FY 2025		
	Full Time	Part Time	Limited Term
Administrative Specialist	2	0	0
Administrative Aide	1	0	0
Investigator	2	0	0
Paralegal	3	0	0
<b>TOTAL</b>	<b>8</b>	<b>0</b>	<b>0</b>

**Expenditures by Category - General Fund**

Category	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimate	FY 2025 Approved	Change FY24-FY25	
					Amount (\$)	Percent (%)
Compensation	\$373,719	\$631,700	\$562,900	\$653,900	\$22,200	3.5%
Fringe Benefits	92,085	227,400	162,000	215,800	(11,600)	-5.1%
Operating	133,121	231,300	213,700	423,400	192,100	83.1%
Capital Outlay	—	—	—	—	—	
<b>SubTotal</b>	<b>\$598,925</b>	<b>\$1,090,400</b>	<b>\$938,600</b>	<b>\$1,293,100</b>	<b>\$202,700</b>	<b>18.6%</b>
Recoveries	—	—	—	—	—	
<b>Total</b>	<b>\$598,925</b>	<b>\$1,090,400</b>	<b>\$938,600</b>	<b>\$1,293,100</b>	<b>\$202,700</b>	<b>18.6%</b>

In FY 2025, compensation expenditures increase 3.5% over the FY 2024 budget due to the annualization of costs related to FY 2024 salary adjustments. Compensation costs includes funding for eight full time positions. Fringe benefit expenditures decrease -5.1% under the FY 2024 budget due to the decrease in fringe benefit rate from 36.0% to 33.3% to align with projected costs.

Operating expenditures increase by 83.1% primarily due to the reallocation of stipend funding for Trial Board Judges and Administrative Hearing Board civilians from the Police Accountability Board to appropriately reflect stipend costs in one agency to support operational activities. Funding is provided for stipends, contractual services, and training to support case reviews. Funding is also provided for community awareness activities.

## SERVICE DELIVERY PLAN AND PERFORMANCE

**Goal 1** — To provide evaluation and monitoring of Prince George's County Public Safety misconduct investigations for County residents and visitors to ensure the investigations of misconduct complaints are thorough, impartial and resolved appropriately.

**Objective 1.1** — Increase the percentage of Prince George's County Public Safety misconduct investigations reviewed that meet the Committee's standards.

FY 2029 Target	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected	Trend
100%	n/a	100%	100%	100%	↑

### Trend and Analysis

The Administrative Charging Committee (ACC) serves to improve the disciplinary process of law enforcement officers to include independent assessments of citizen-driven police misconduct-related complaints. The goal of the ACC and the trial boards are to develop uniformity, fairness and transparency in disciplinary sanctions against officers found guilty of misconduct thereby increasing overall accountability and the community's trust in the process.

From its inception to February 2024, the ACC has reviewed 229 cases. In FY 2023, most of the cases reviewed came from the Prince George's County Police Department. ACC receives complaints from 29 different law enforcement agencies throughout the County. In an effort to improve the ACC intake process and efficiency, the agency is working to acquire a case management system that will track cases in real time.

\*Please note there can be differences in the grand totals between the tables as the agency has cases with multiple allegations, including those that are still pending a committee disposition and cases where the municipal or county law enforcement agency did not specify an allegation. Additionally, the agency does not track the discipline handed out to officers.

### Performance Measures

Measure Name	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
<b>Workload, Demand and Production (Output)</b>					
Cases returned to public safety agencies during file triage	n/a	n/a	92	124	78
Number of sustained body worn camera, dashcam video and video equipment violations	n/a	n/a	13	22	31
Number of allegations for discrimination and/or harassment toward an individual based on racial, religious, ethnic, or other protected classes	n/a	n/a	5	4	4
Number of alleged violations of Federal, State, or Local Law	n/a	n/a	6	10	10
<b>Quality</b>					
Days taken to review cases by the ACC (case review time)	n/a	n/a	106	143	110

**Performance Measures** *(continued)*

Measure Name	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Projected
Days taken to investigate cases by public safety agencies	n/a	n/a	69.0	45.0	30.0
<b>Impact (Outcome)</b>					
Cases closed within 366 days	n/a	n/a	100%	100%	100%