

Police Reform- Oversight Committee Meeting Minutes

Friday August 7th, 10:30 a.m.

In Attendance

Chairs: B. McClain, M. Joseph

Staff: J. Davis, M. Gehres, M. Schaller, W. Smith, L. VanderKaay

Members: P. Bradley, D. Demmings, M. Ecton, D. Foward, T. Griffith, M. King, C. Maragaño, K. Moss, R. Robinson, P. Saunders, D. Vauls, R. Walker, T. Wahlrab, J. White

Meeting Notes

The Committee began the meeting by reviewing the complaint process. Major Paul Saunders discussed the options for citizens to submit complaints regarding the Police Department to the City. He suggested that e-mail, phone, the DaytonDelivers App or the website are all available options.

He stated that a large number of complaints come through the Regional Dispatch Center and suggested that this is the most frustrating avenue for citizens with concerns. When a complaint goes through a 911 dispatcher, it is then referred to a Supervisor, who then must determine which district the complaint should be referred to and then it gets sent to a division and/or unit. By the time that the complainant gets to the correct staff to assist them, they feel like they have been passed around.

The Committee then reviewed the slides from the previous meeting regarding the complaint process.

It was explained that the complaint system, *Blue Team/IAPro*, used to store and track information related to Professional Standards Bureau investigations, includes all investigations. It includes both those that are submitted by the public, as well as those automatically reviewed based on discharge of a firearm, officer injury, traffic crash or pursuit, resist of arrest that results in injury, use of non-lethal force that results in an injury, or death in police custody.

The Committee had a number of questions regarding the Citizen Complaint Process which were answered by the Police Department Representative.

When a citizen makes a complaint, how and when is that individual communicated with during the process?

Once a complaint is received, the citizen is interviewed and given the opportunity to produce and submit documentation or other supporting items regarding the complaint. Once the review is completed, the citizen receives a letter with the outcome of the investigation and a brochure on the Citizen Appeal Board and how to appeal if desired.

How do citizens know how to report issues? Is there an on-line option?

Concerns can be submitted with the DaytonDelivers App, but there is no specific on-line tool. Complaints are submitted in writing and submitted to PSB. PSB was moved to the One-Stop building at 371 West Second Street instead of the Safety Building to make people feel more comfortable. Officers who might have been involved in the incident are not in the building. The name was also changed from *Internal Affairs* to *Professional Standards Bureau* to try to make it feel more accessible.

How is the data protected in the database? Who has access, and who can make changes?

IA Pro is a secure system and can only be accessed by PSB and the Chief's Office. It is a paperless system that allows for routing but not editing. New versions are created with each addition producing an audit trail that can be reviewed. Data corrections are possible, but all are auditable. Ancillary filings create a new, separate report.

Co-Chair Brandon McClain then presented some perceived "Pros and Cons" of the current system:

Pros	Cons
<ul style="list-style-type: none">• There are various ways to file complains.• Anonymous complaints are accepted.• The appeal process is separate from the Police Department.	<ul style="list-style-type: none">• Citizens can be intimidated by the process• Citizens may be confused by the process• The process can be anonymous until CAB, in an appeal, the individual must be identified.

There was conversation about having an independent review board separate from the City of Dayton organization.

There was a question about how a report is written and its format. It was discussed that there is a format that supervisors are trained on and then PSB staff have additional training. The reports are similar to a criminal investigation and are presented in the chronological order of events. They include the problem statement, time and date of the issues, a description of the investigation (step-by-step), and the supervisor's conclusion.

A follow-up question was asked about the police report and incident report, and its relationship to the investigation. It was explained that the officer's report/ statement remains a part of the investigation. It was discussed that many times, the complaint is true to what happened in the incident, but that the action does not violate policy.

It was asked if there is a timeline for the complaint process and it was discussed that it was dependent on the type of investigation.

There was a discussion of the brochure that documents the process of filing an appeal.

There was an overview of other cities that are going this work including San Francisco, and Detroit. Many have Citizen Review/Appeal Boards that are appointed through civic organizations, have subpoena power, provide recommendations for discipline (with a pre-negotiated matrix) to the Chief of Police, and review policy.

The San Jose model was also discussed which has in Independent Police Auditor with a shared database with the Police Department. When a police report is done, the IPA determines if the investigation is complete, or if additional questions should be clarified. There is also a similar system in Virginia that was discussed.

The committee left with two questions to consider before the next meeting:

- 1) How do we ensure that citizens have access to the process and understand it fully?
- 2) Where do we need to focus attention on this process?

There were several action items agreed upon by the committee for City staff. They are as follows:

- 1) Look into using Seamless documents system (already used throughout the City) to track complaint receipt and status.
- 2) Look into whether adults and juveniles are treated differently in the current complaint system.
- 3) Confirm what the current timeline for complaint response/action, as well as the target timeline for a reformed process.
- 4) Look into how to get more statistics on the usage of the Citizen's Appeal Board and other relevant concerns.