

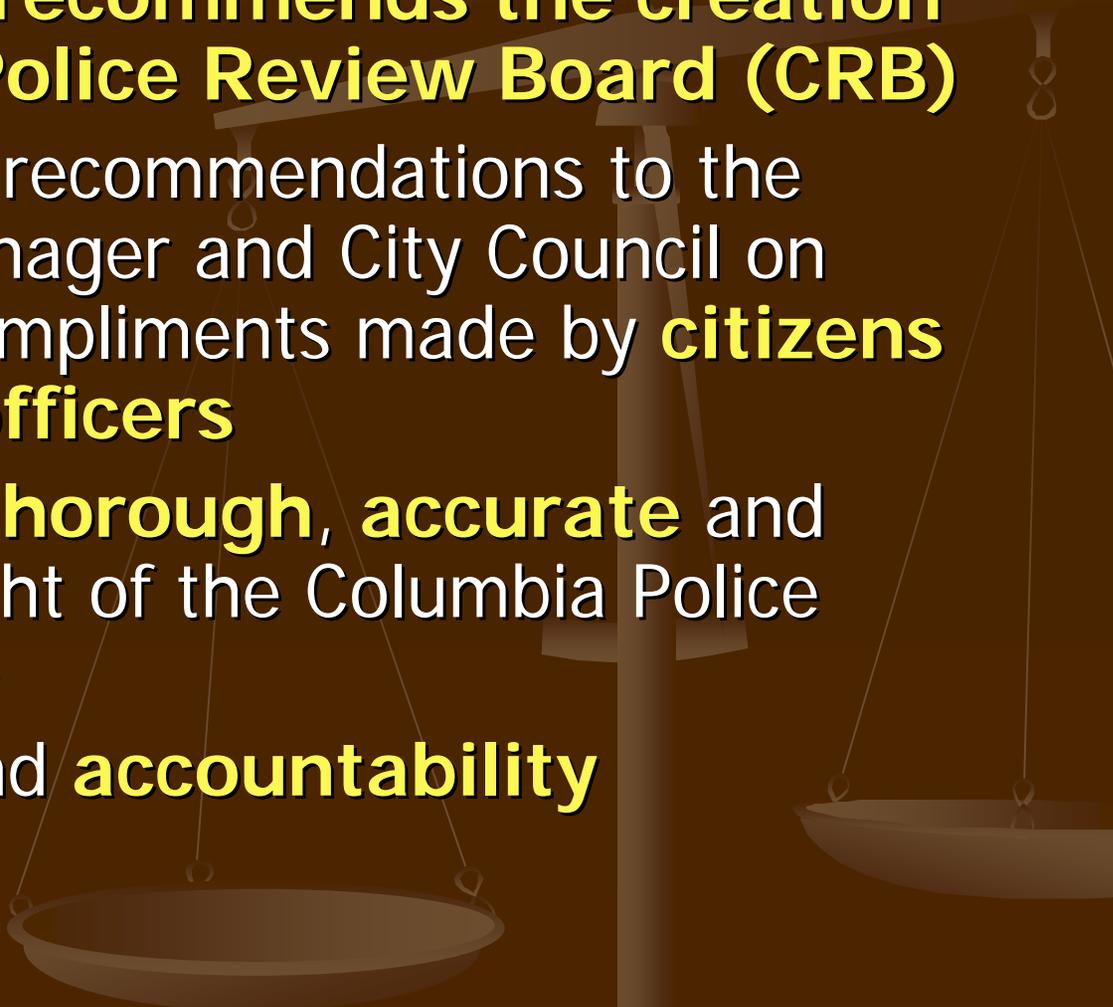


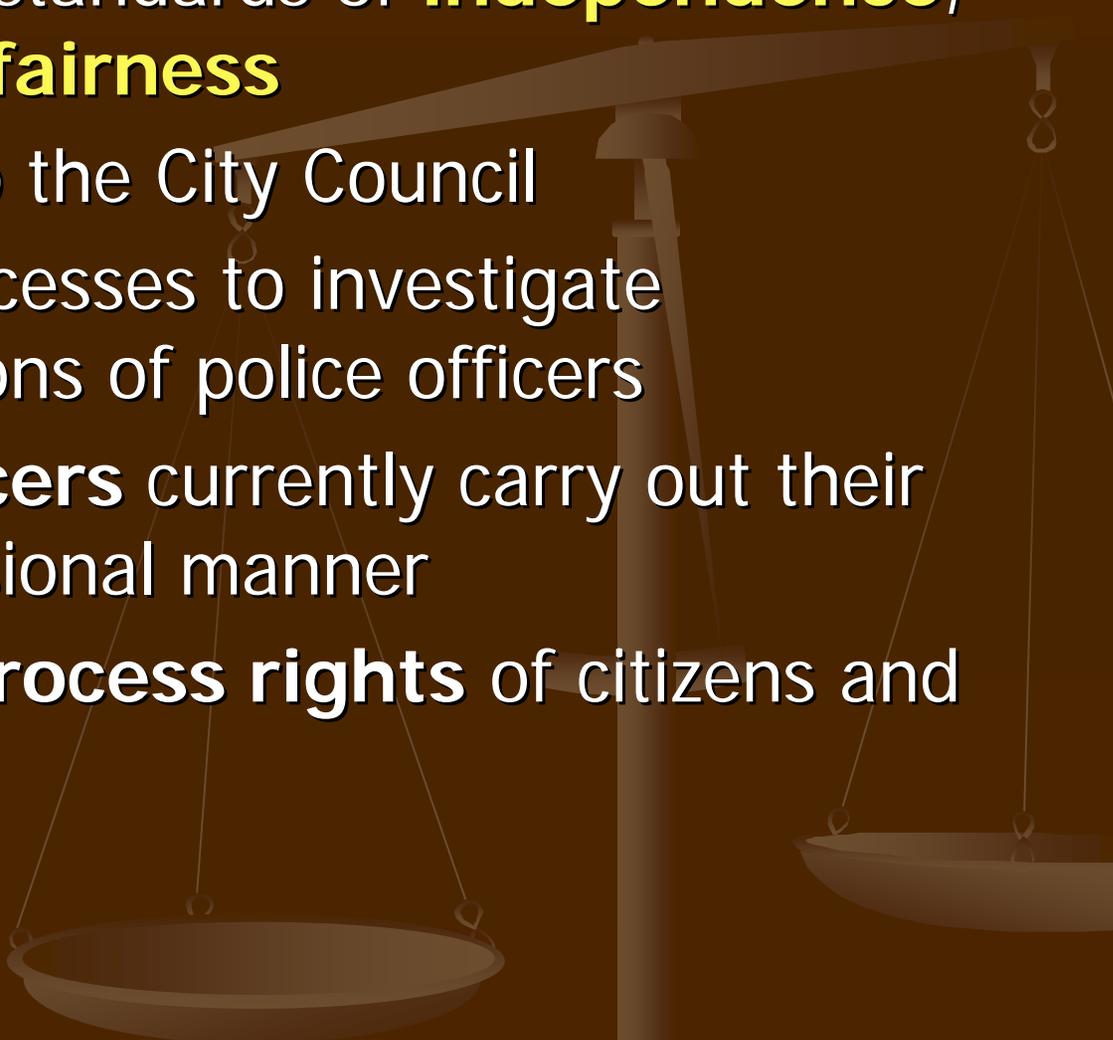
# **CITIZEN POLICE REVIEW BOARD**

A Final Report from  
the  
Columbia Police Oversight Committee

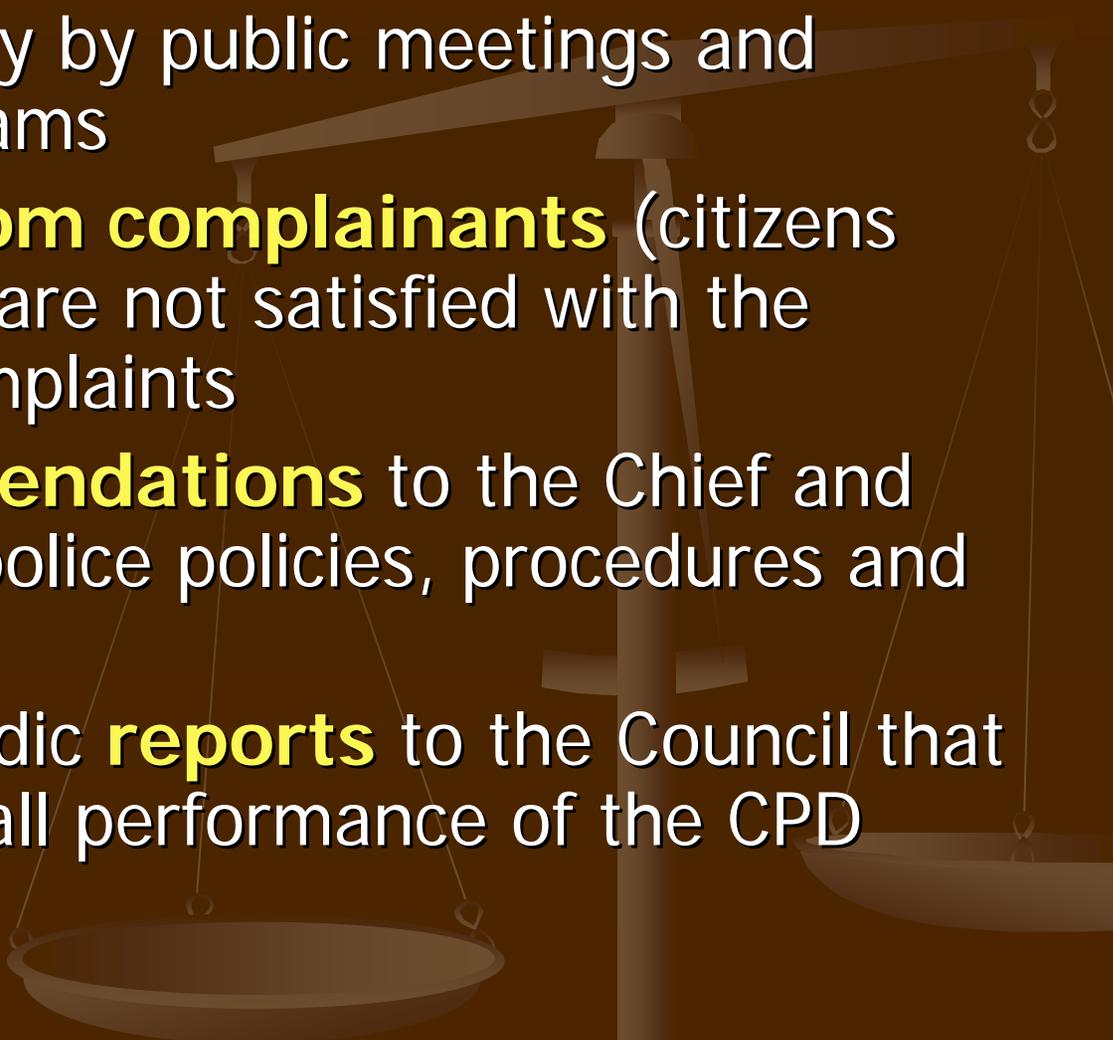
# SECTION 1

## INTRODUCTION

- **The Committee recommends the creation of the Citizens Police Review Board (CRB)**
  - Review and make recommendations to the Chief, the City Manager and City Council on complaints and compliments made by **citizens** or **other police officers**
  - **Fair, impartial, thorough, accurate** and **objective** oversight of the Columbia Police Department (CPD)
  - **Transparency** and **accountability**
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- **Non-adversarial** and **adhere** to **unimpeachable** standards of **independence, objectivity, and fairness**
  - Report annually to the City Council
  - Citizens **need** processes to investigate unacceptable actions of police officers
  - **Most police officers** currently carry out their duties in a professional manner
  - Protect the **due process rights** of citizens and officers

# Responsibilities of CRB

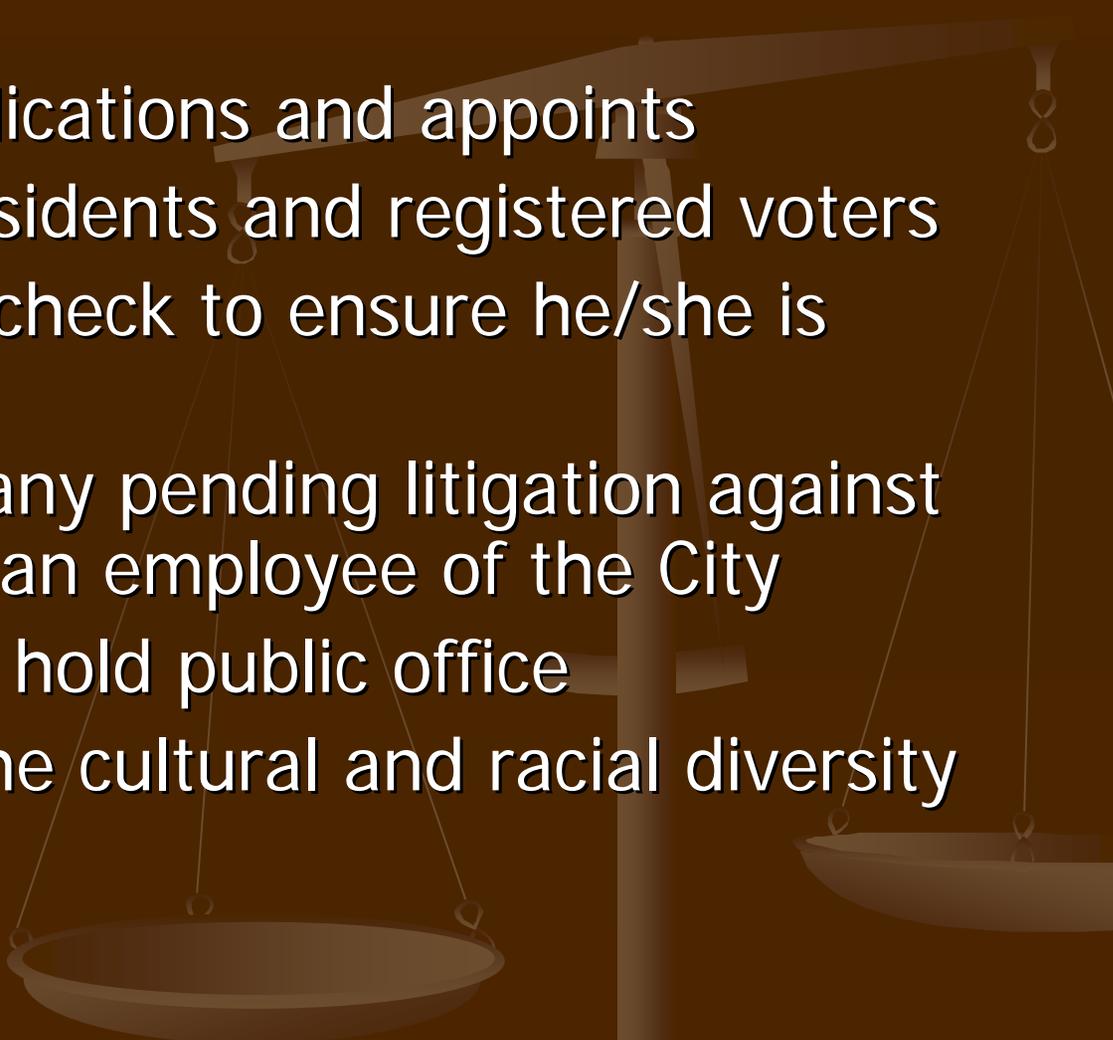


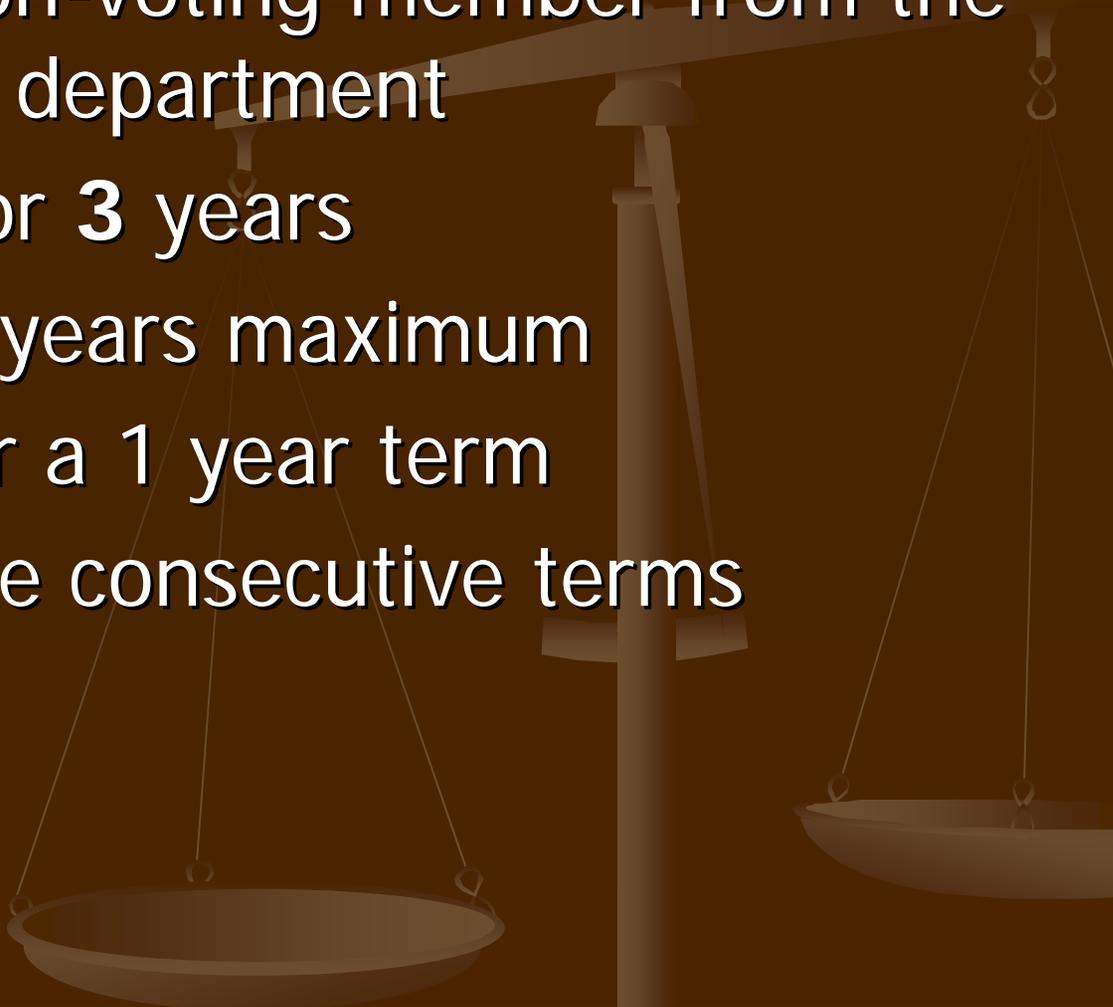
- **Improve communications** between the CPD and the community by public meetings and educational programs
- **Hear appeals from complainants** (citizens and officers) who are not satisfied with the results of filed complaints
- **Making recommendations** to the Chief and City manager on police policies, procedures and training
- **Annual** and periodic **reports** to the Council that assesses the overall performance of the CPD

## Section 2

# APPOINTMENTS AND REMOVAL OF CRB MEMBERS

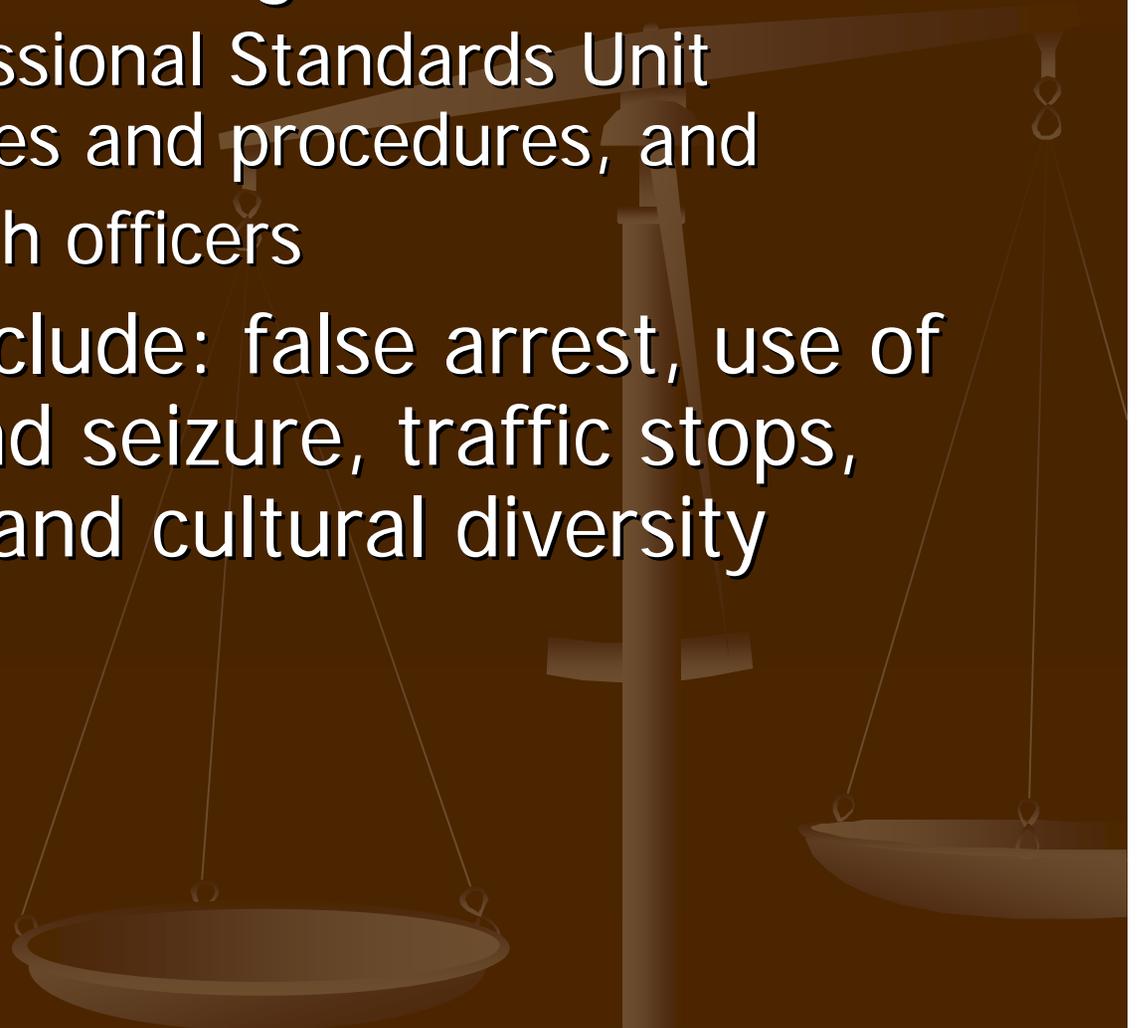
### APPOINTMENT

- Council solicit applications and appoints
  - Applicants – be residents and registered voters
  - A criminal history check to ensure he/she is qualified
  - Not be a party in any pending litigation against the City or not be an employee of the City
  - Members may not hold public office
  - Members reflect the cultural and racial diversity of Columbia
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- Nine (9) members plus,
  - An ex-officio, non-voting member from the Columbia police department
  - Appointments for 3 years
  - Six consecutive years maximum
  - Chair elected for a 1 year term
  - Chairs may serve consecutive terms

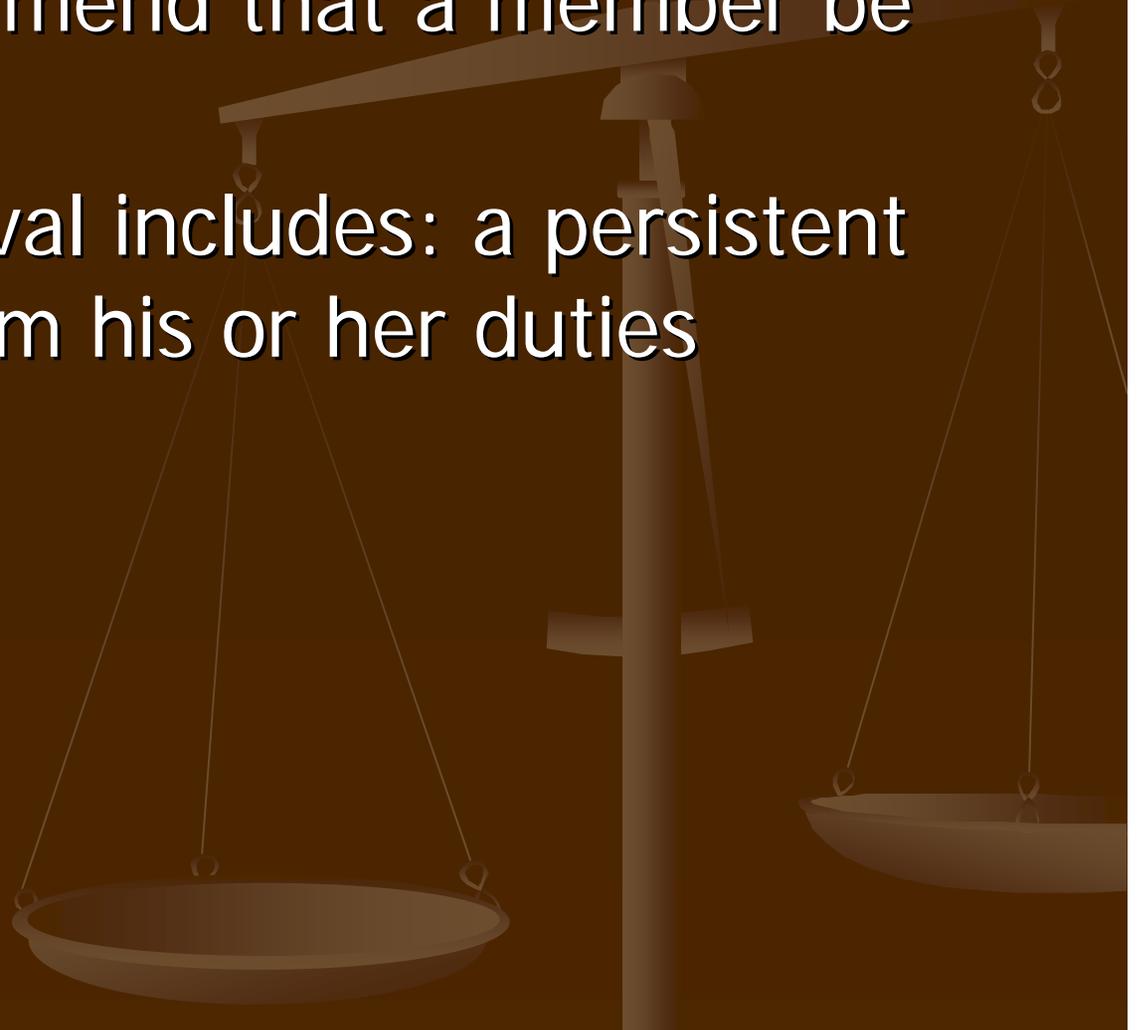
# Training

- Orientation and training include:
  - review of Professional Standards Unit operating policies and procedures, and
  - a ride-along with officers
- Training may include: false arrest, use of force, search and seizure, traffic stops, racial profiling, and cultural diversity



# REMOVAL

- CRB may recommend that a member be removed
- Cause for removal includes: a persistent failure to perform his or her duties

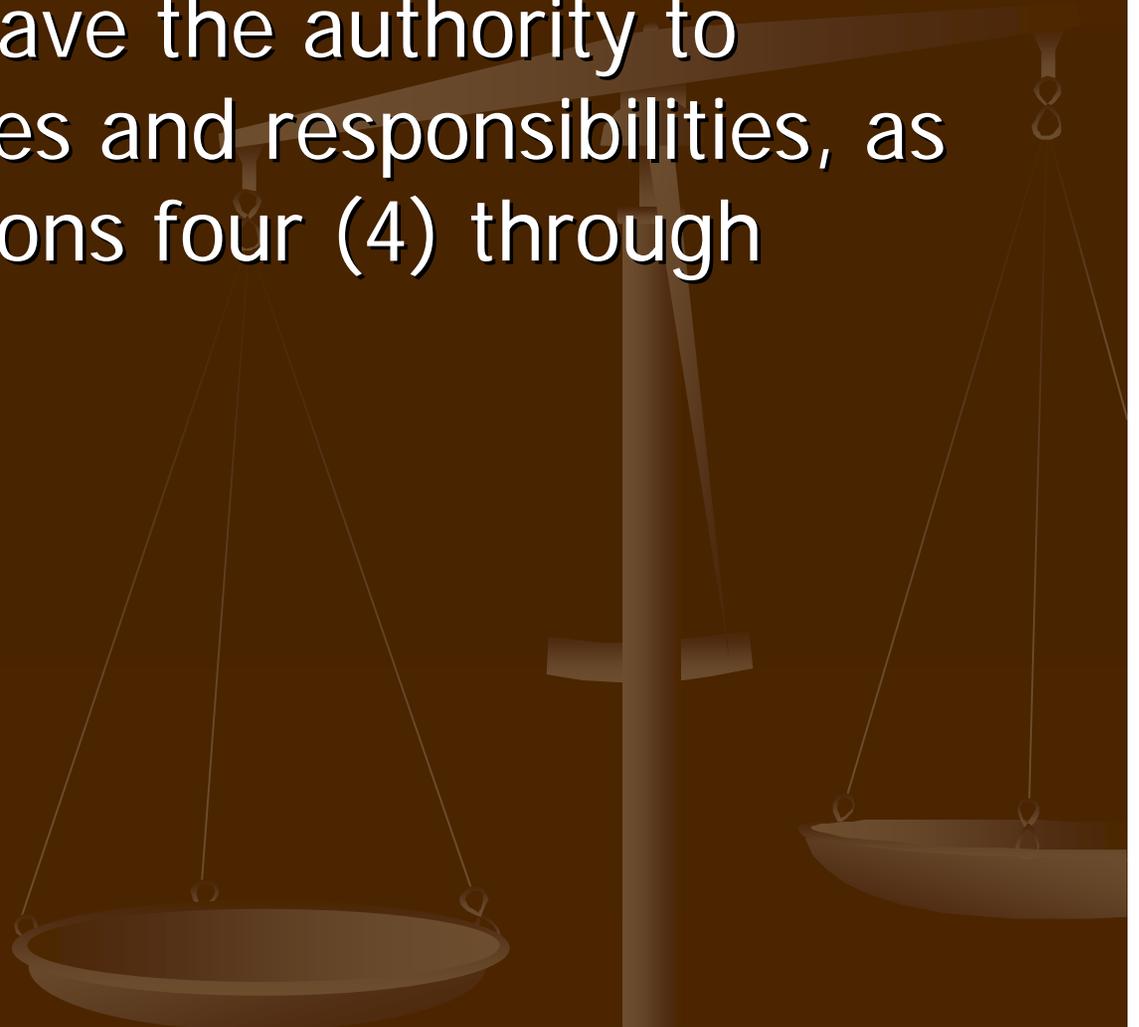


## Section 3

# CITIZENS POLICE REVIEW BOARD (CRB)

## SCOPE

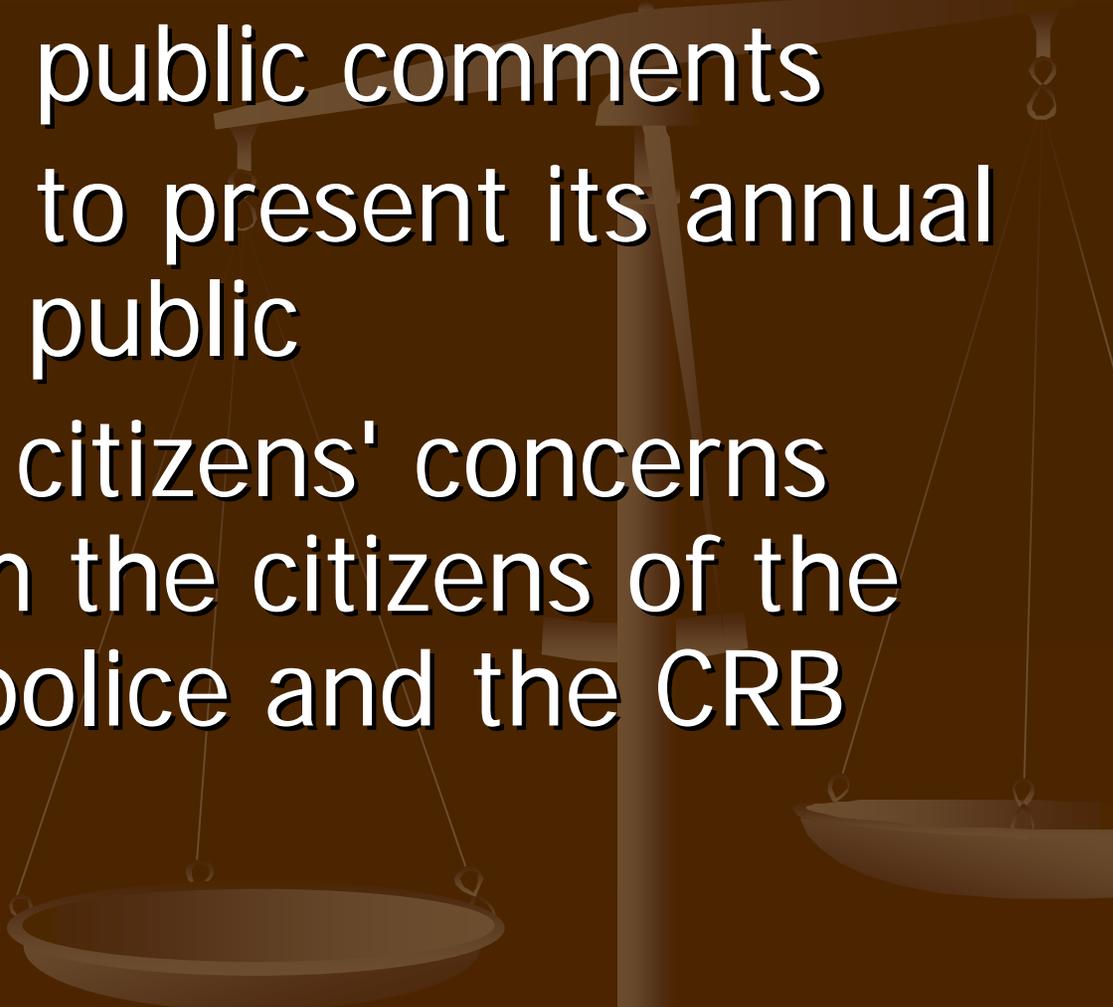
- The CRB shall have the authority to exercise its duties and responsibilities, as outlined in sections four (4) through fourteen (14)

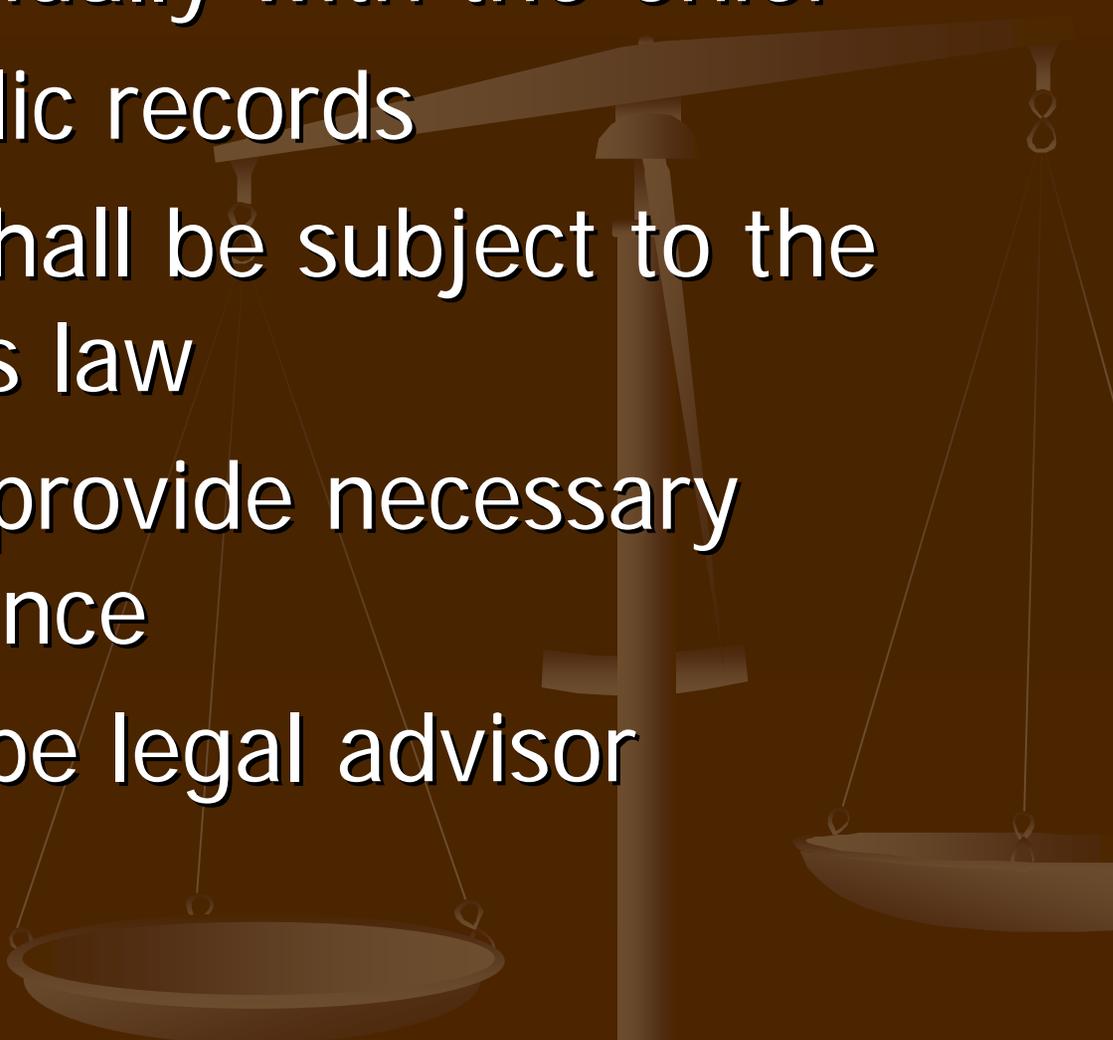


## Section 4

# DUTIES AND RESPONSIBILITIES OF CRB

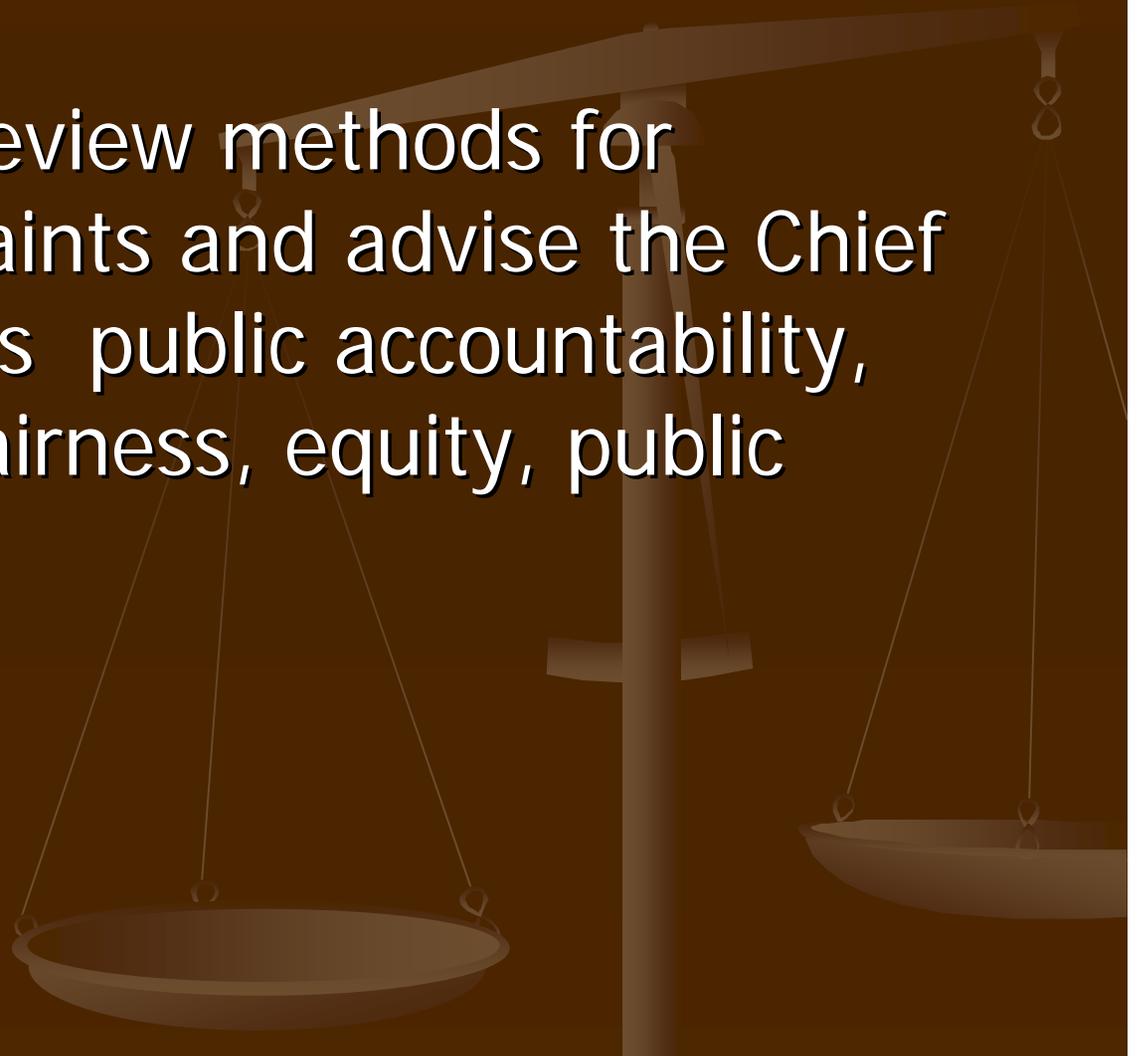
### A. CONDUCT MEETINGS.

- Monthly with public comments
  - One meeting to present its annual report to the public
  - CRB learn of citizens' concerns and to inform the citizens of the activities of police and the CRB
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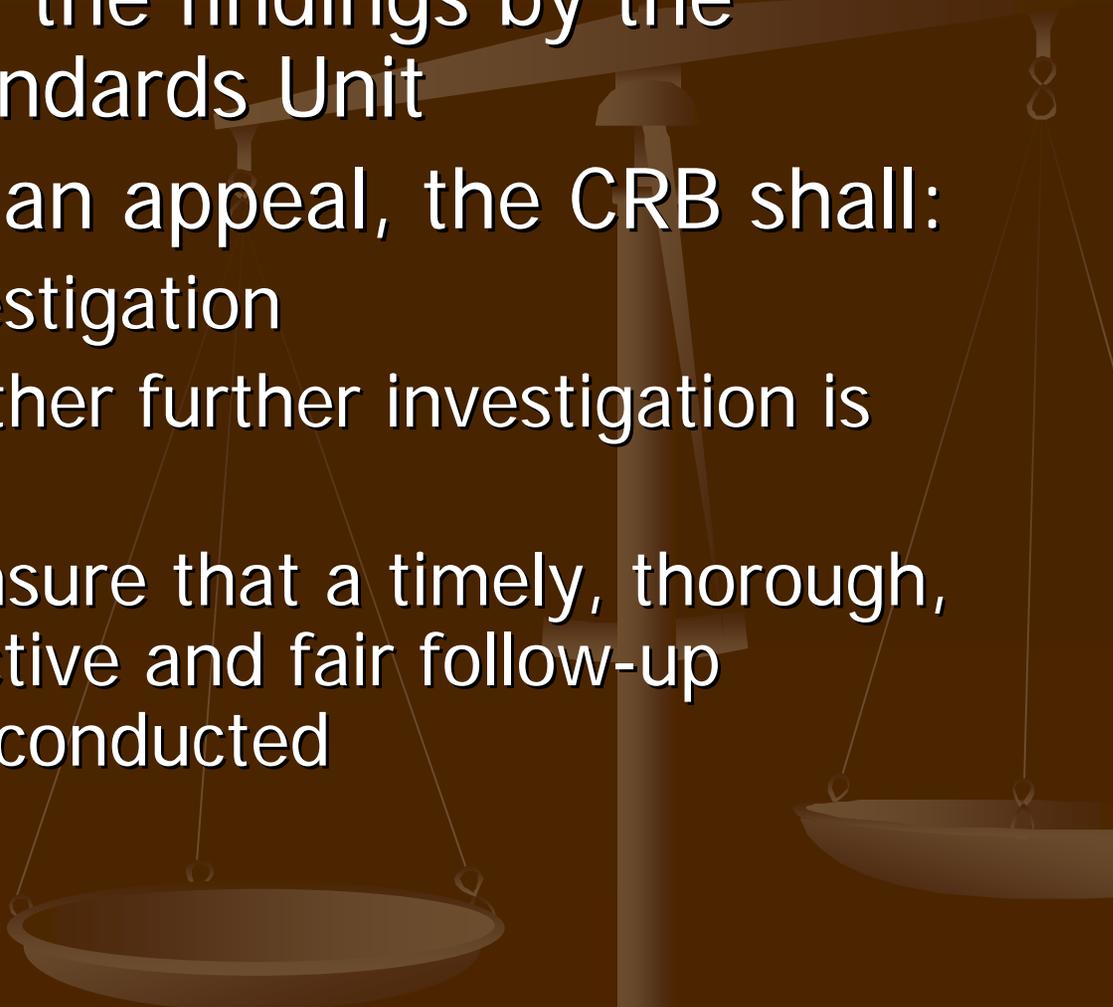
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- Meet semi-annually with the Chief
  - Maintains public records
  - All meetings shall be subject to the open meetings law
  - City Manager provide necessary clerical assistance
  - City Attorney be legal advisor

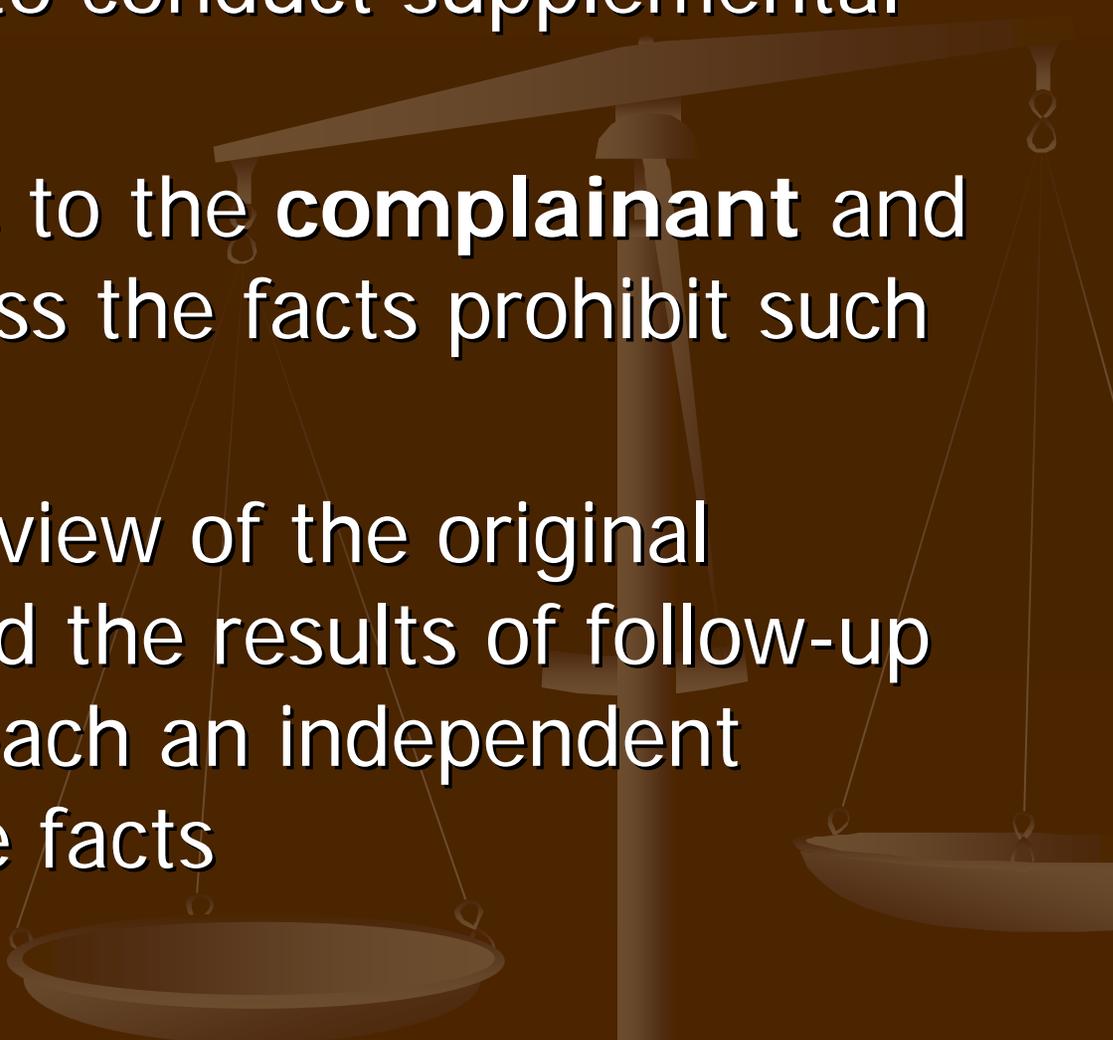
## **B. ADVISE ON POLICE DEPARTMENT OPERATIONS**

- The CRB shall review methods for handling complaints and advise the Chief on such areas as public accountability, transparency, fairness, equity, public relations, etc.

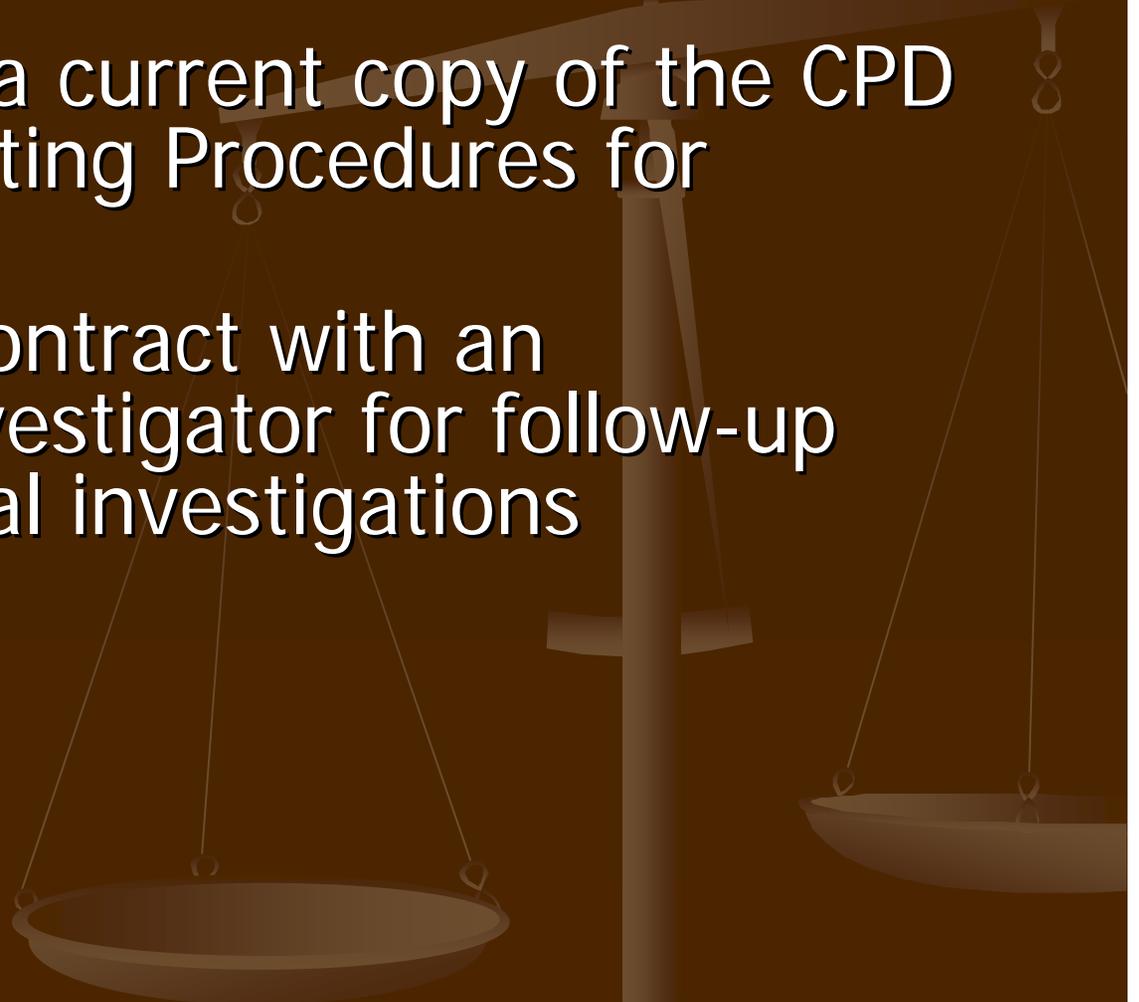


## C. APPEAL PROCESS

- Any **complainant** or **police officer** may file an appeal of the findings by the Professional Standards Unit
  - Upon receipt of an appeal, the CRB shall:
    - Review the investigation
    - Determine whether further investigation is warranted
    - If necessary, ensure that a timely, thorough, complete, objective and fair follow-up investigation is conducted
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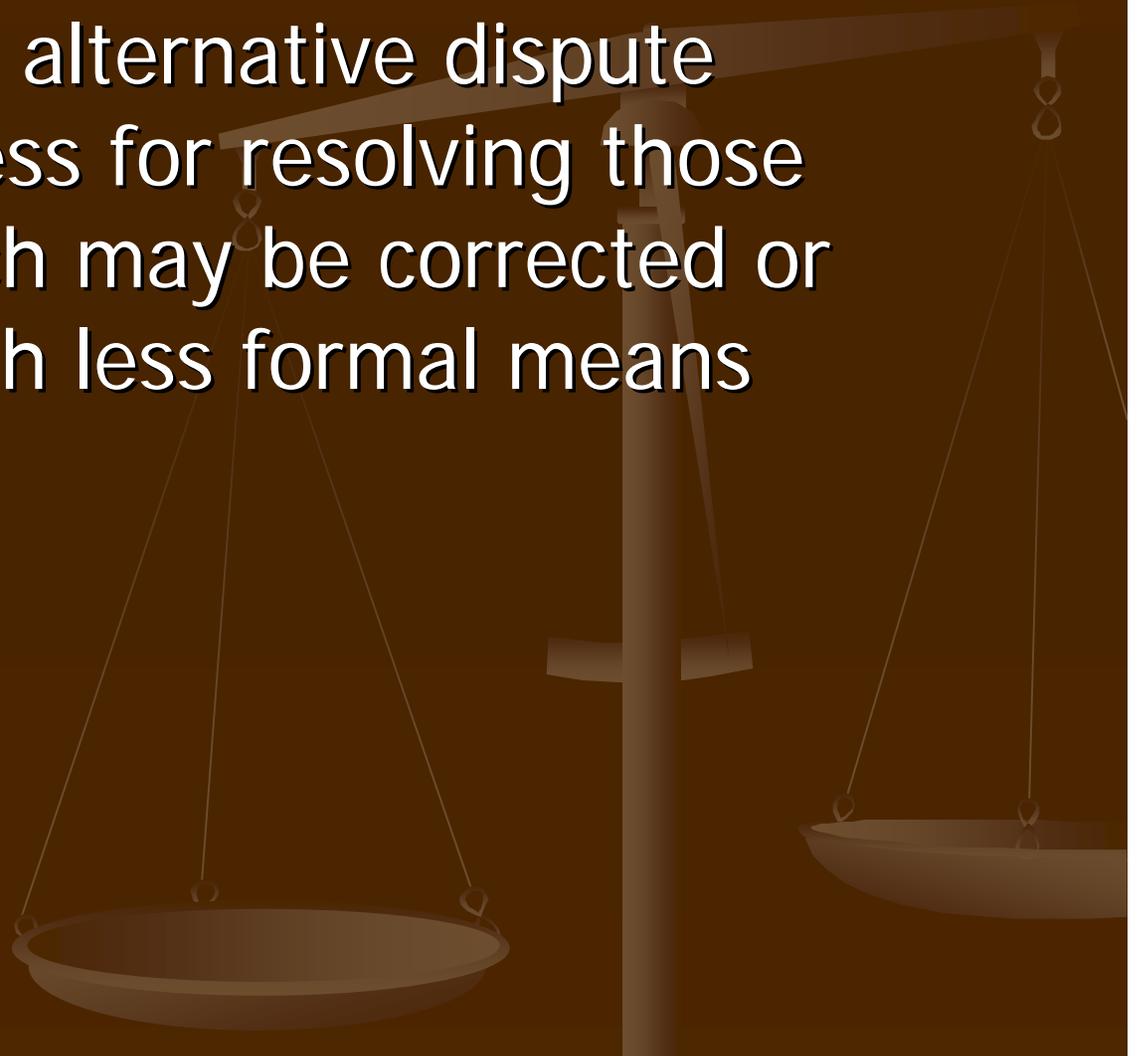
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- The CRB may direct the Professional Standards Unit to conduct supplemental investigations
  - Provide updates to the **complainant** and the officer, unless the facts prohibit such notification
  - Based on the review of the original investigation and the results of follow-up investigation, reach an independent finding as to the facts

- Issue a final public report which sets forth findings and conclusion which explains why the complaint is “sustained” or “not sustained”
- CRB shall have a current copy of the CPD Standard Operating Procedures for reference
- The CRB may contract with an independent investigator for follow-up and/or additional investigations



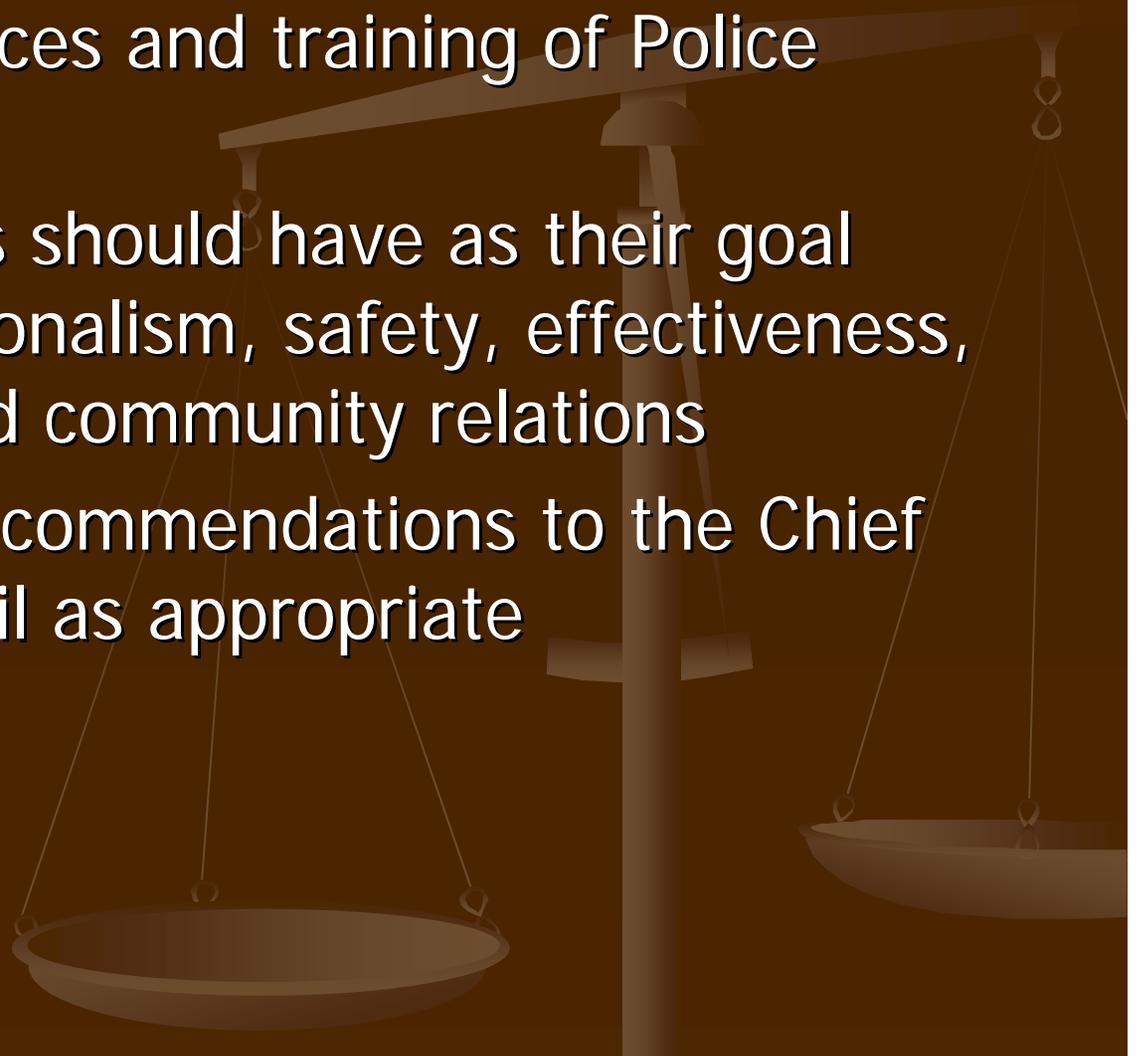
## D. MEDIATION

- CRB develop an alternative dispute resolution process for resolving those complaints which may be corrected or modified through less formal means



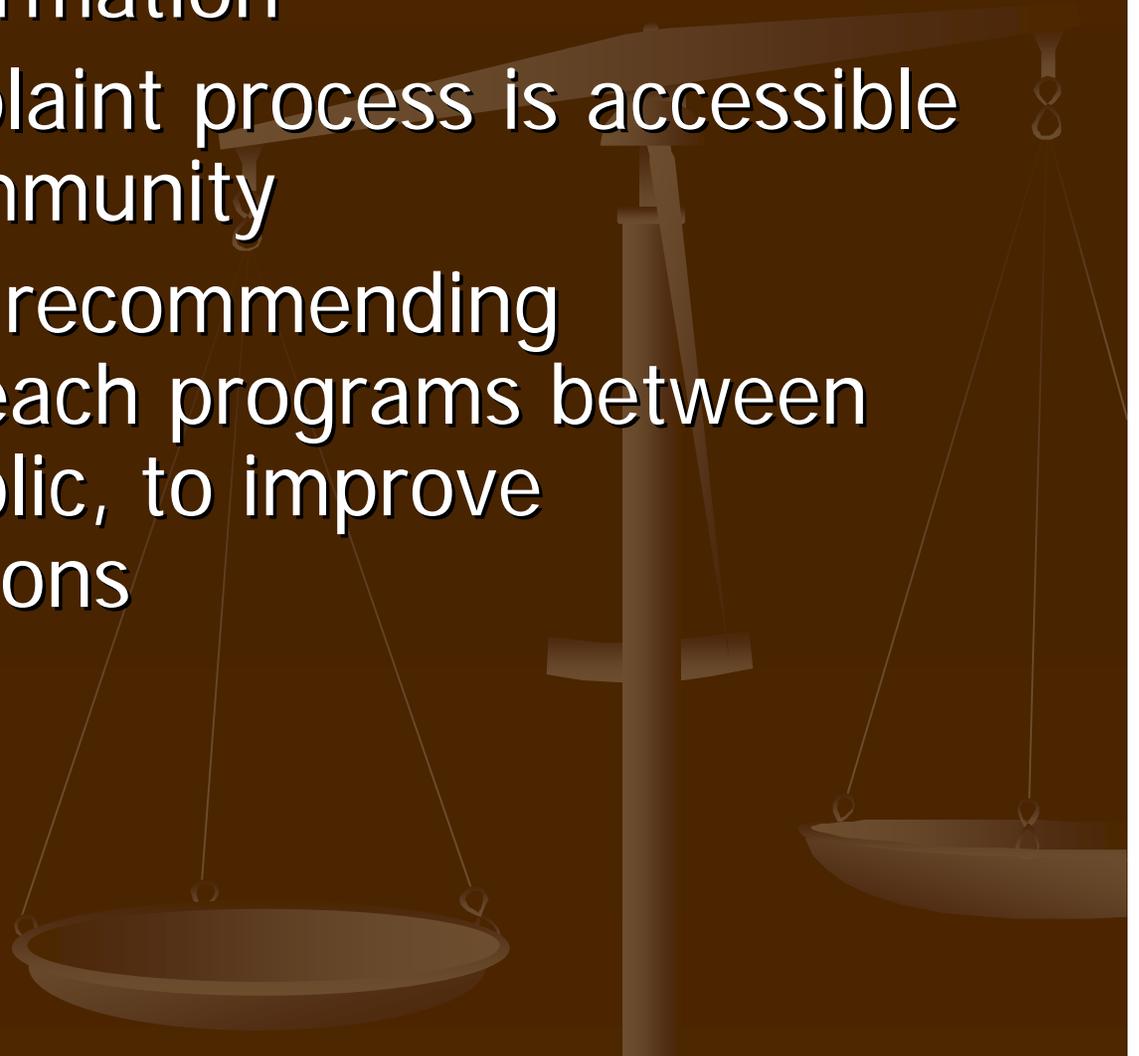
## E. POLICY RECOMMENDATIONS

- Develop recommendations as to the policies, procedures, practices and training of Police Officers
- Recommendations should have as their goal improved professionalism, safety, effectiveness, accountability, and community relations
- CRB shall make recommendations to the Chief and/or City Council as appropriate



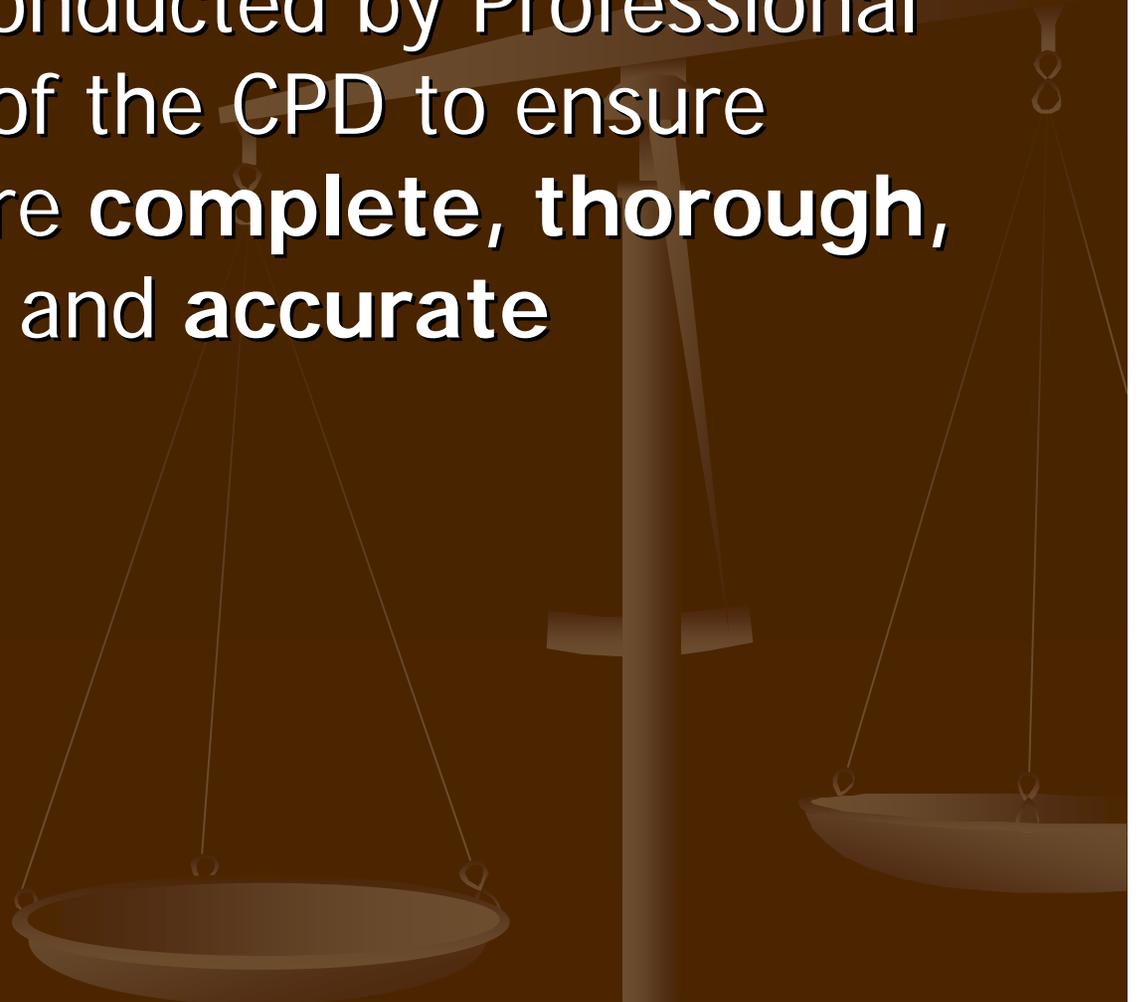
## F. COMMUNITY OUTREACH

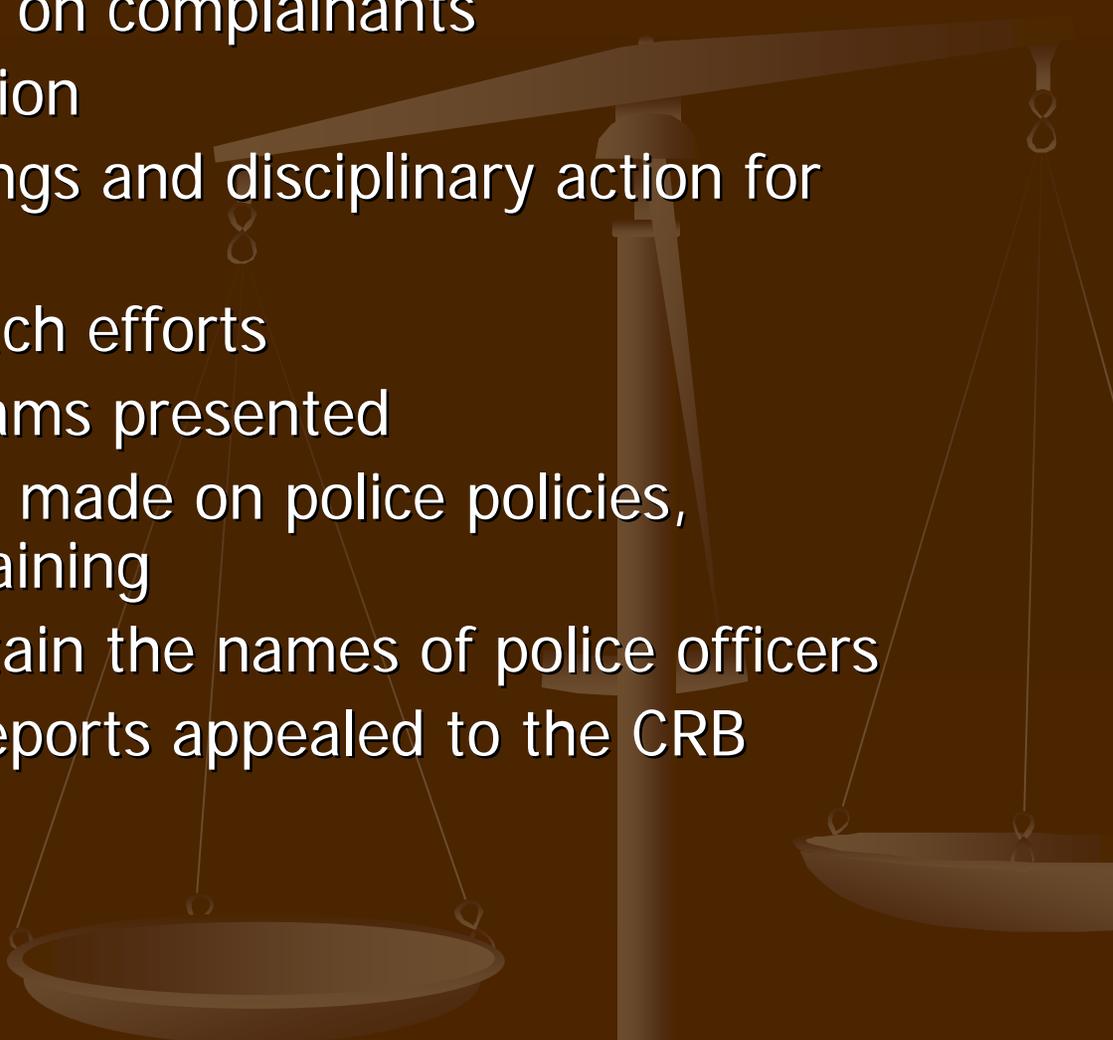
- Disseminate information
- Ensure the complaint process is accessible to the entire community
- An active role in recommending community outreach programs between CPD and the public, to improve community relations



## G. REPORTING

- The CRB shall review internal investigations conducted by Professional Standards Unit of the CPD to ensure investigations are **complete, thorough, objective, fair and accurate**

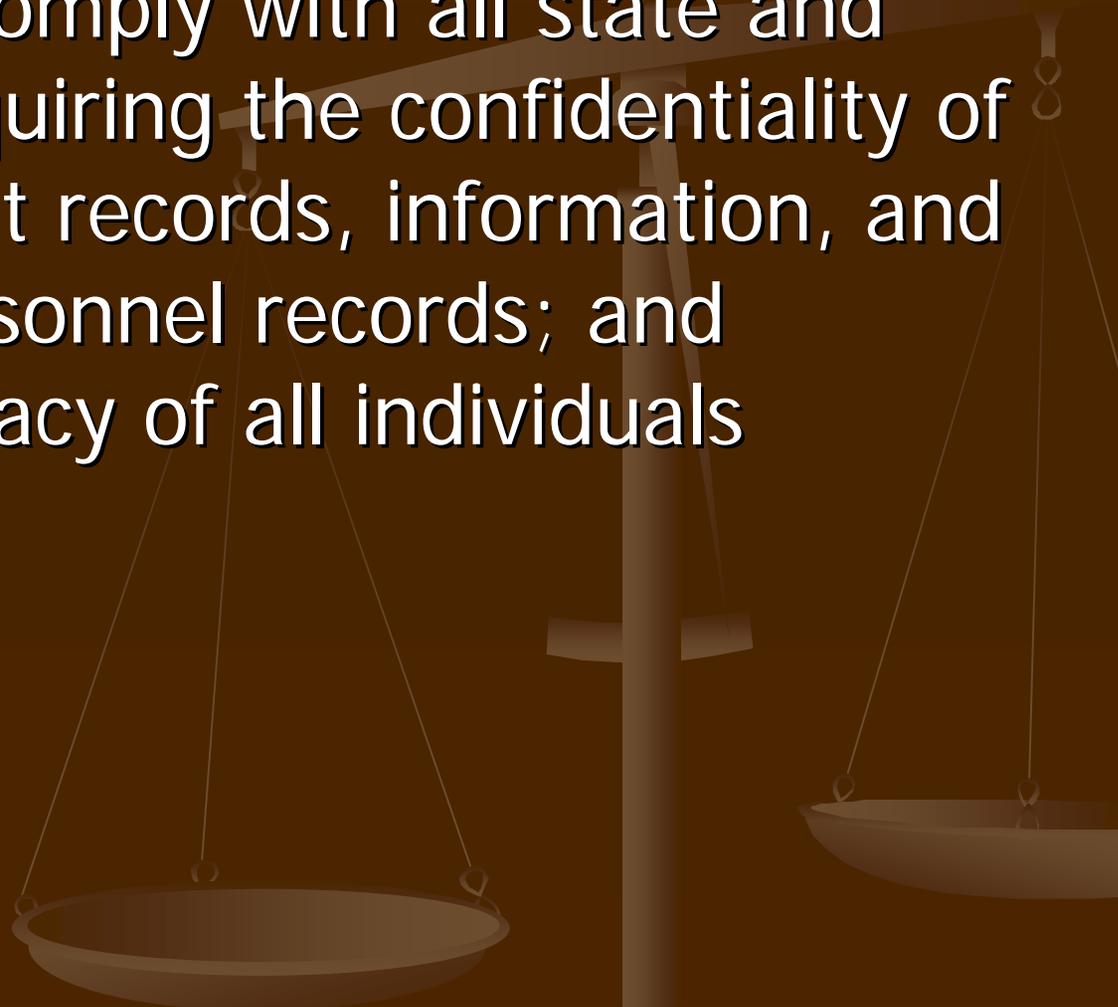


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- Annual report shall contain:
    - Analysis of complaints
    - Demographic data on complainants
    - Complaint disposition
    - Investigative findings and disciplinary action for improper findings
    - Community outreach efforts
    - Educational programs presented
    - Recommendations made on police policies, procedures and training
    - No report will contain the names of police officers
    - Analysis of false reports appealed to the CRB

## Section 5

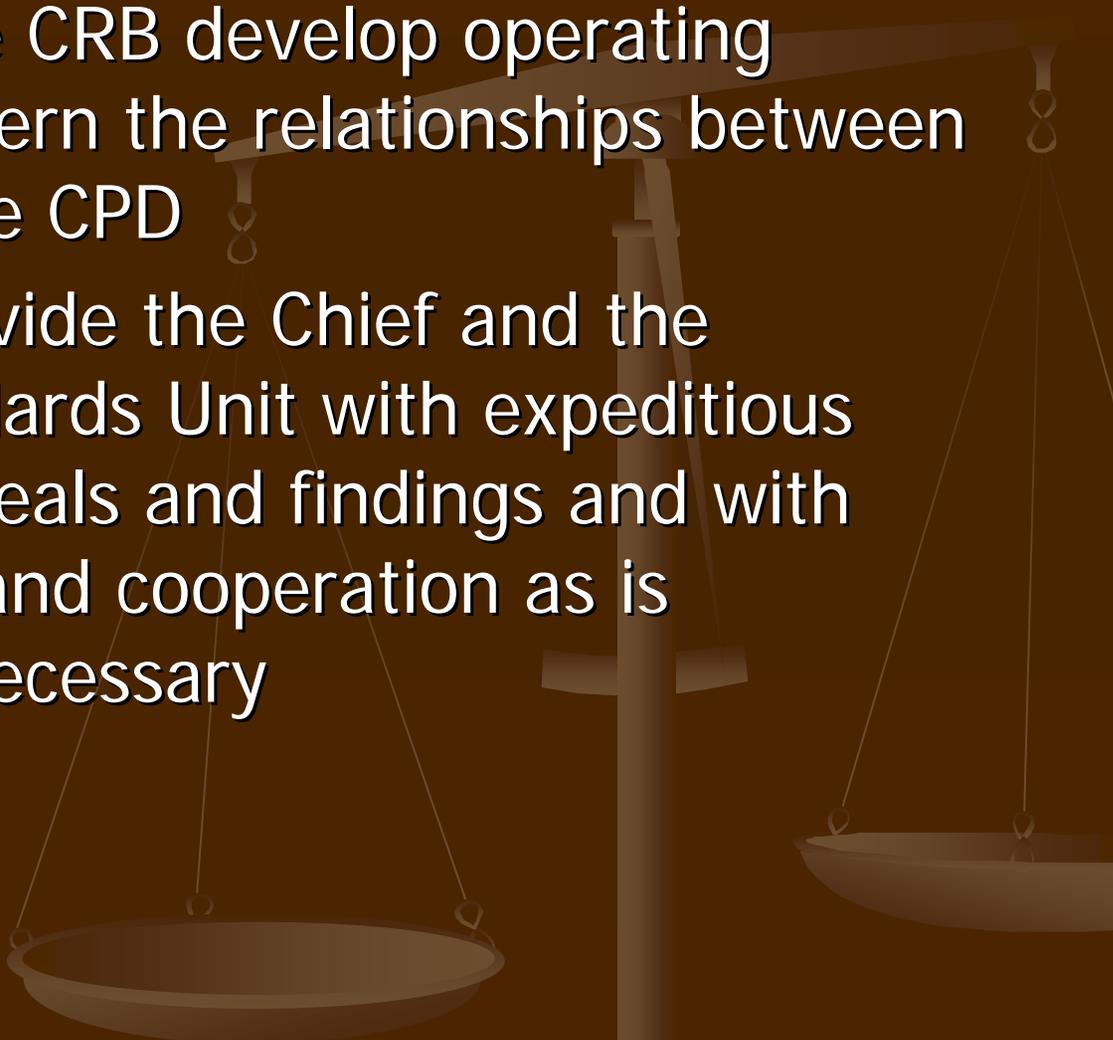
# CONFIDENTIALITY OF RECORDS AND INFORMATION

- The CRB shall comply with all state and federal laws requiring the confidentiality of law enforcement records, information, and confidential personnel records; and respect the privacy of all individuals involved



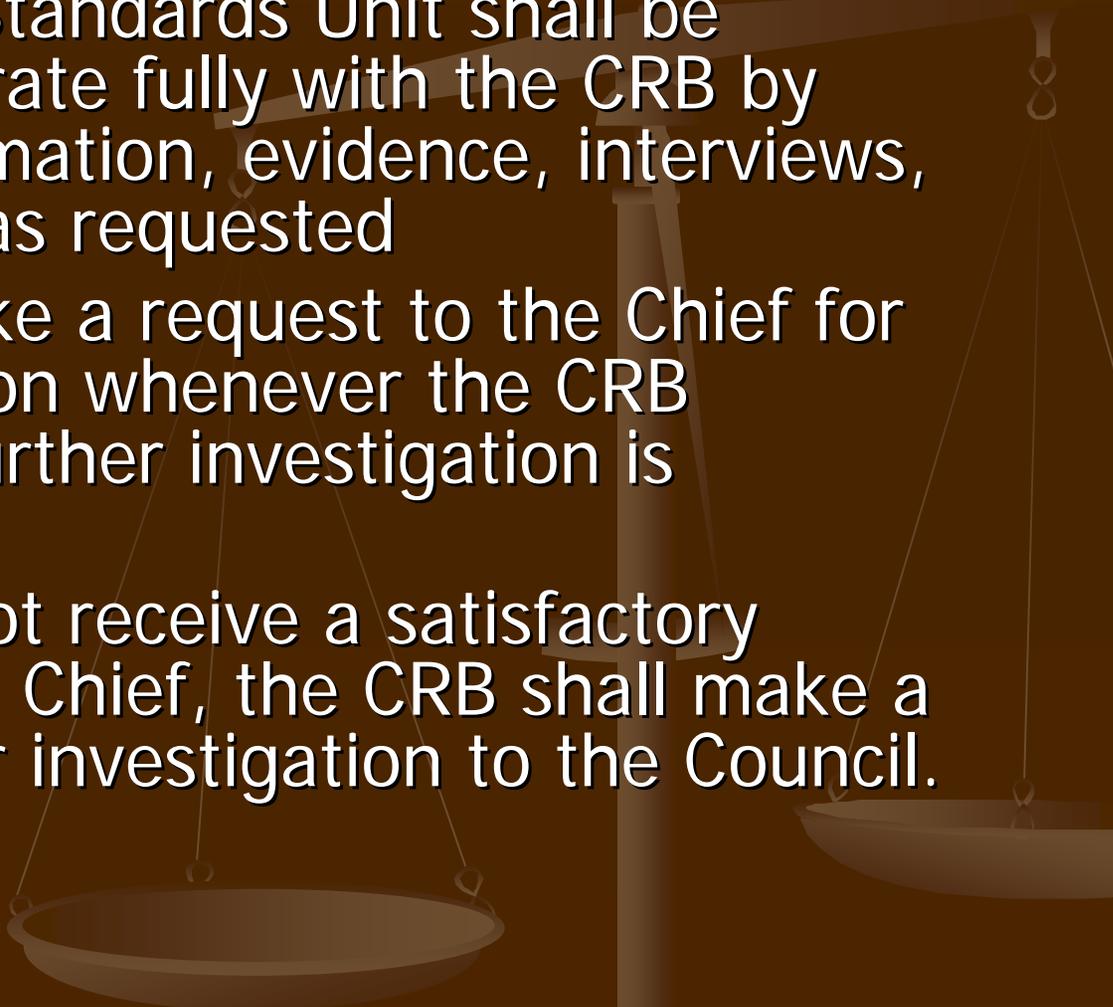
## Section 6

# RELATIONSHIP BETWEEN THE CRB AND CPD

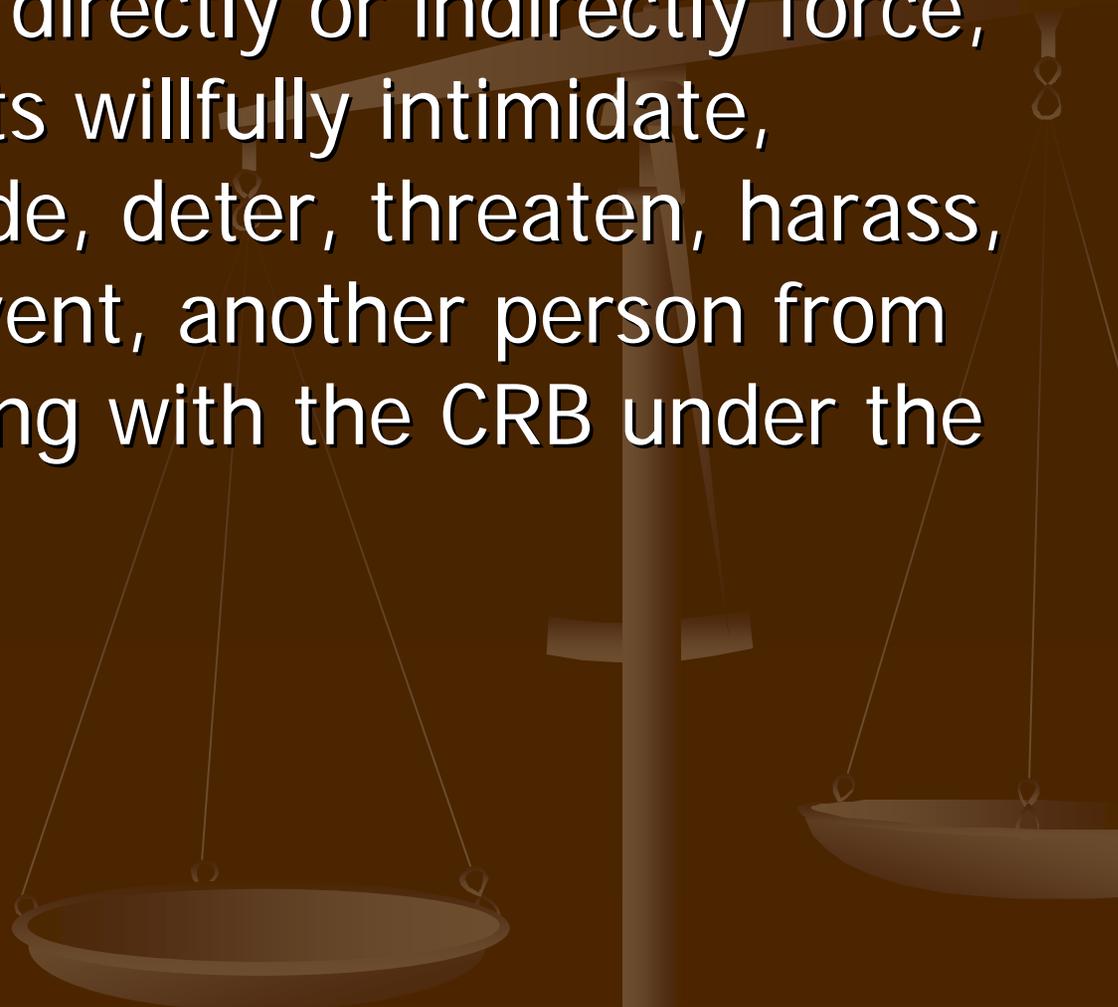
- The Chief with the CRB develop operating procedures to govern the relationships between the CRB and of the CPD
  - The CRB shall provide the Chief and the Professional Standards Unit with expeditious notification of appeals and findings and with such information and cooperation as is appropriate and necessary
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## Section 7

# CPD COOPERATION WITH THE CRB

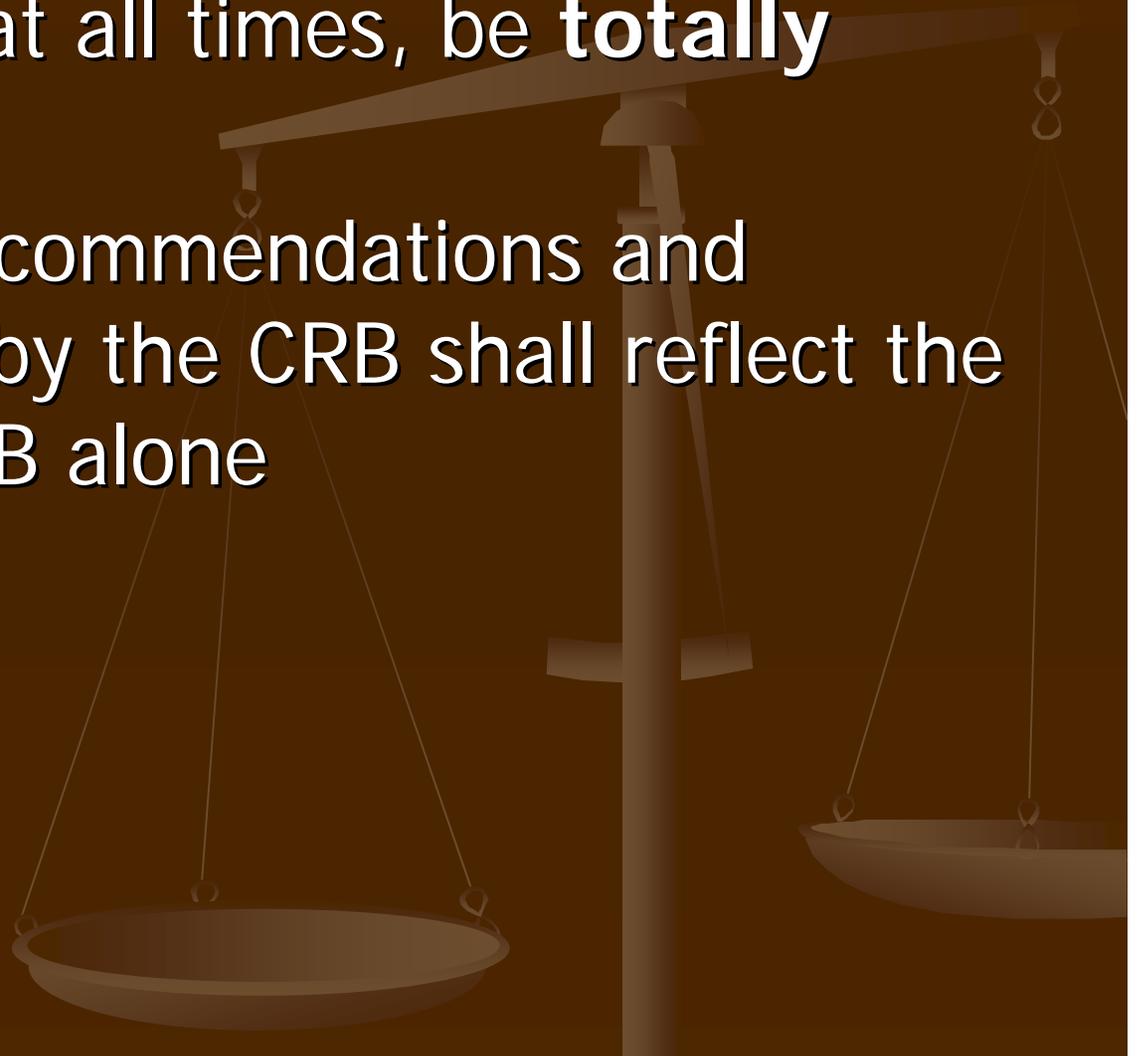
- The Professional Standards Unit shall be required to cooperate fully with the CRB by providing all information, evidence, interviews, or other material as requested
  - The CRB shall make a request to the Chief for further investigation whenever the CRB determines that further investigation is warranted
  - If the CRB does not receive a satisfactory response from the Chief, the CRB shall make a request for further investigation to the Council.
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- No person shall directly or indirectly force, or by any threats willfully intimidate, influence, impede, deter, threaten, harass, obstruct or prevent, another person from freely cooperating with the CRB under the penalty of law



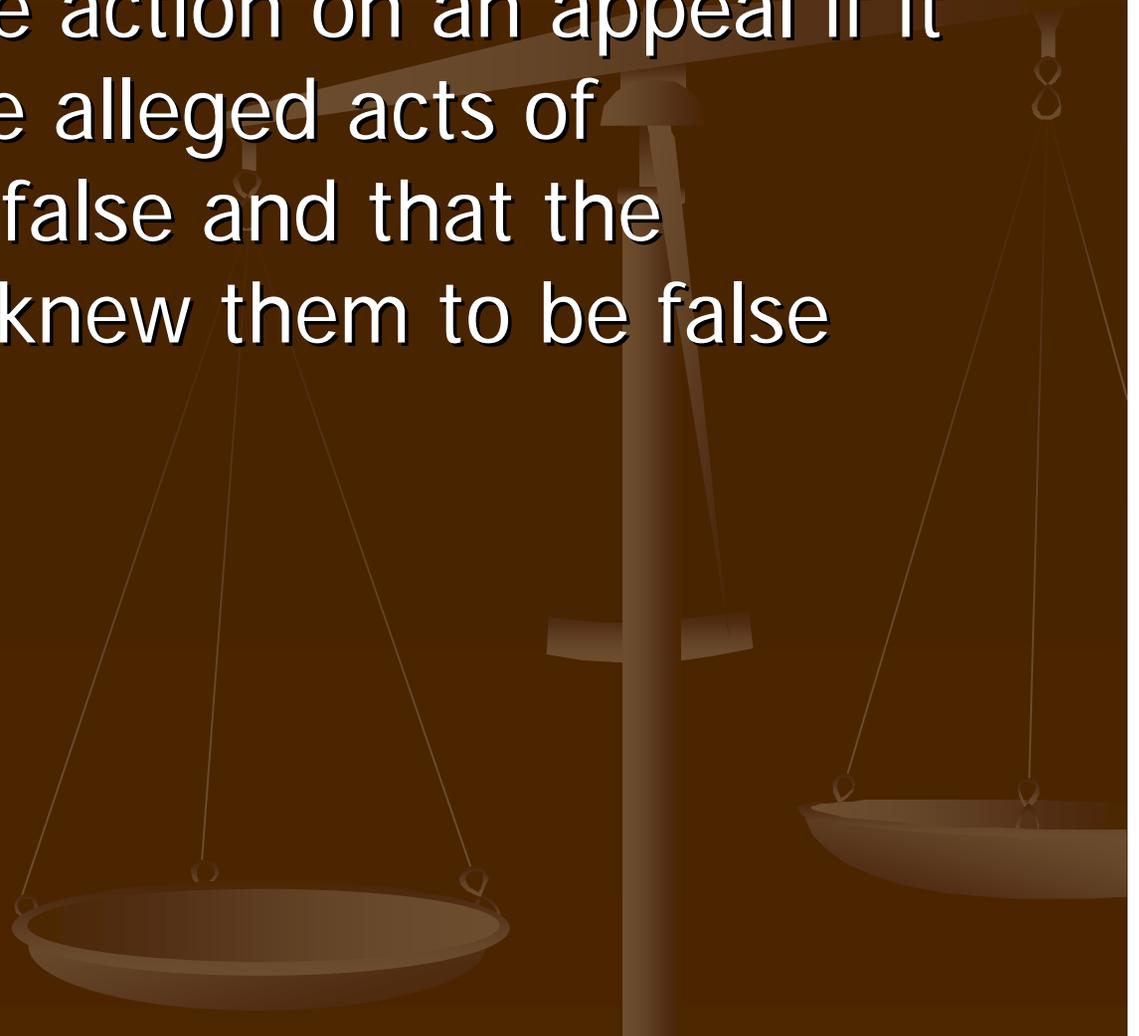
## Section 8 INDEPENDENCE OF THE CRB

- The CRB shall, at all times, be **totally independent**
- Any findings, recommendations and requests made by the CRB shall reflect the views of the CRB alone

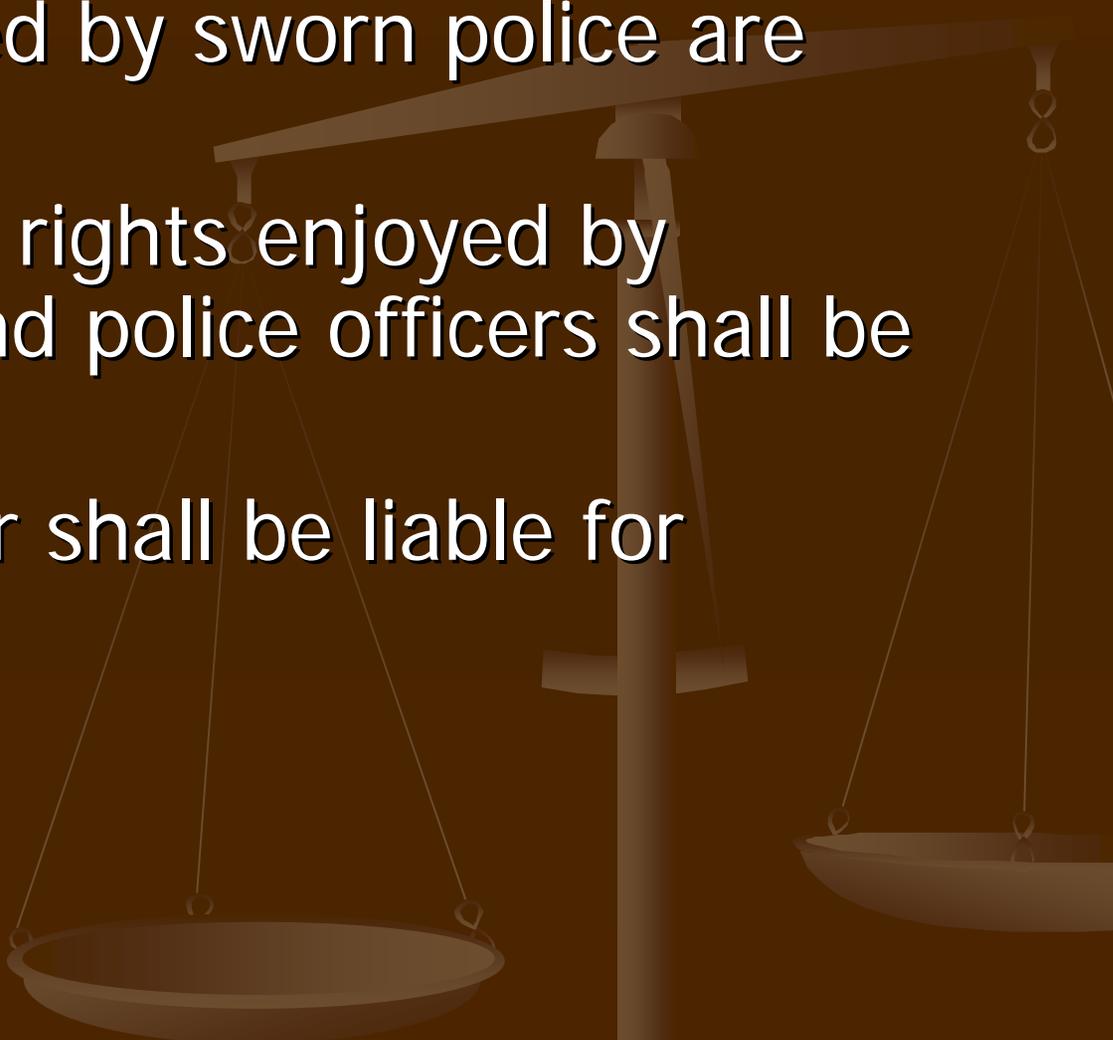


## Section 9 FALSE REPORTS

- CRB may decline action on an appeal if it is found that the alleged acts of misconduct are false and that the person(s) filing knew them to be false



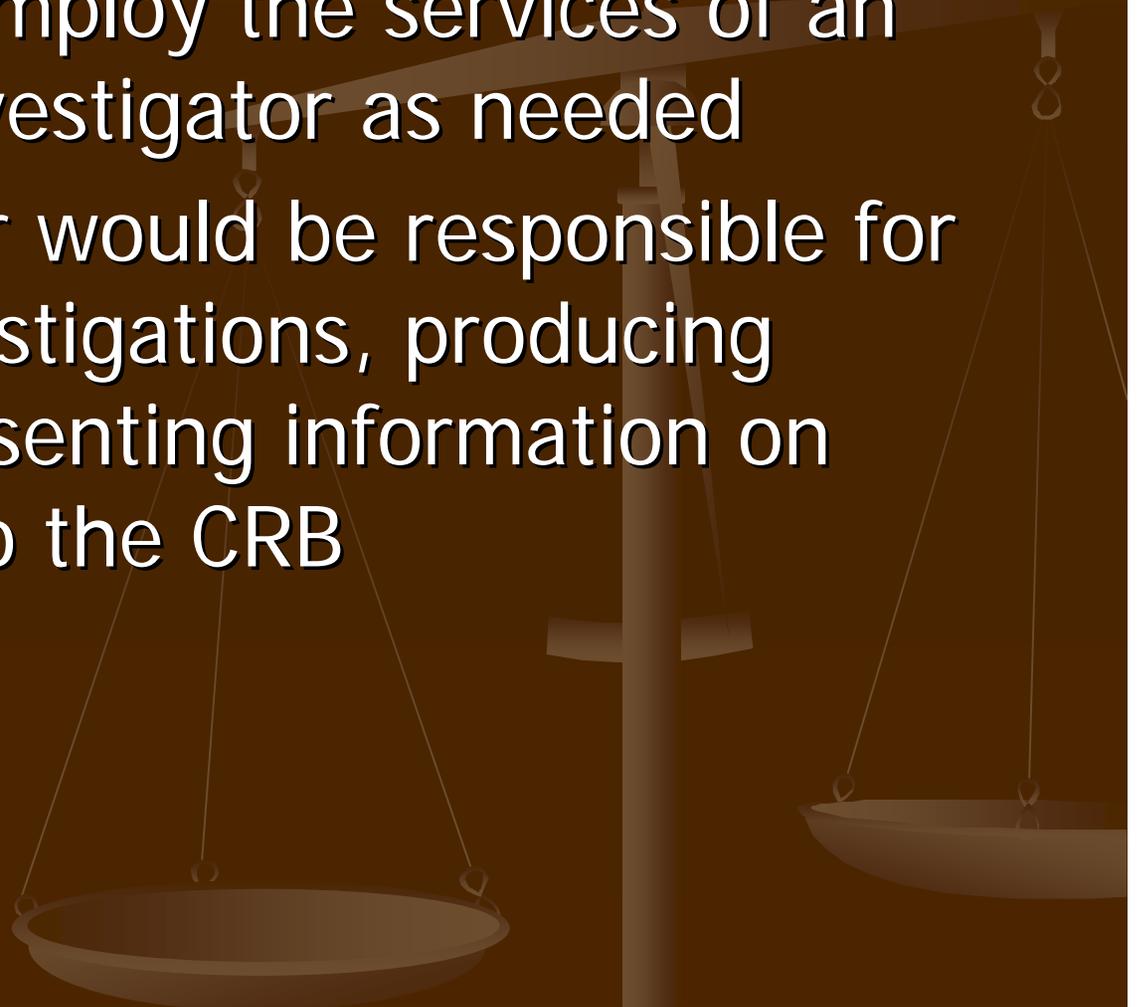
## Section 10 RIGHTS PRESERVED

- All rights enjoyed by sworn police are preserved
  - All common law rights enjoyed by complainants and police officers shall be protected
  - No CRB member shall be liable for damages
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## Section 11

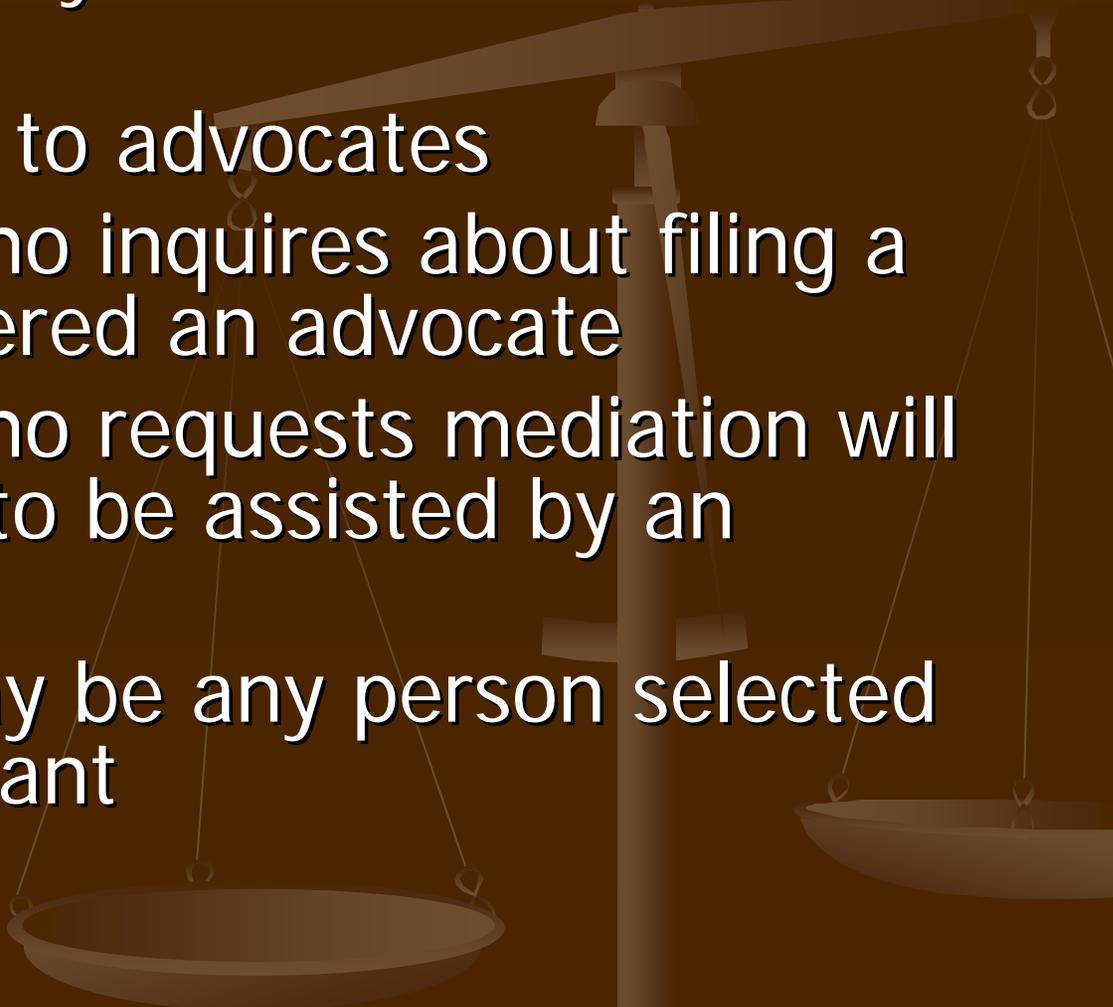
# CRB INVESTIGATOR

- The CRB may employ the services of an independent investigator as needed
- The investigator would be responsible for conducting investigations, producing reports and presenting information on investigations to the CRB



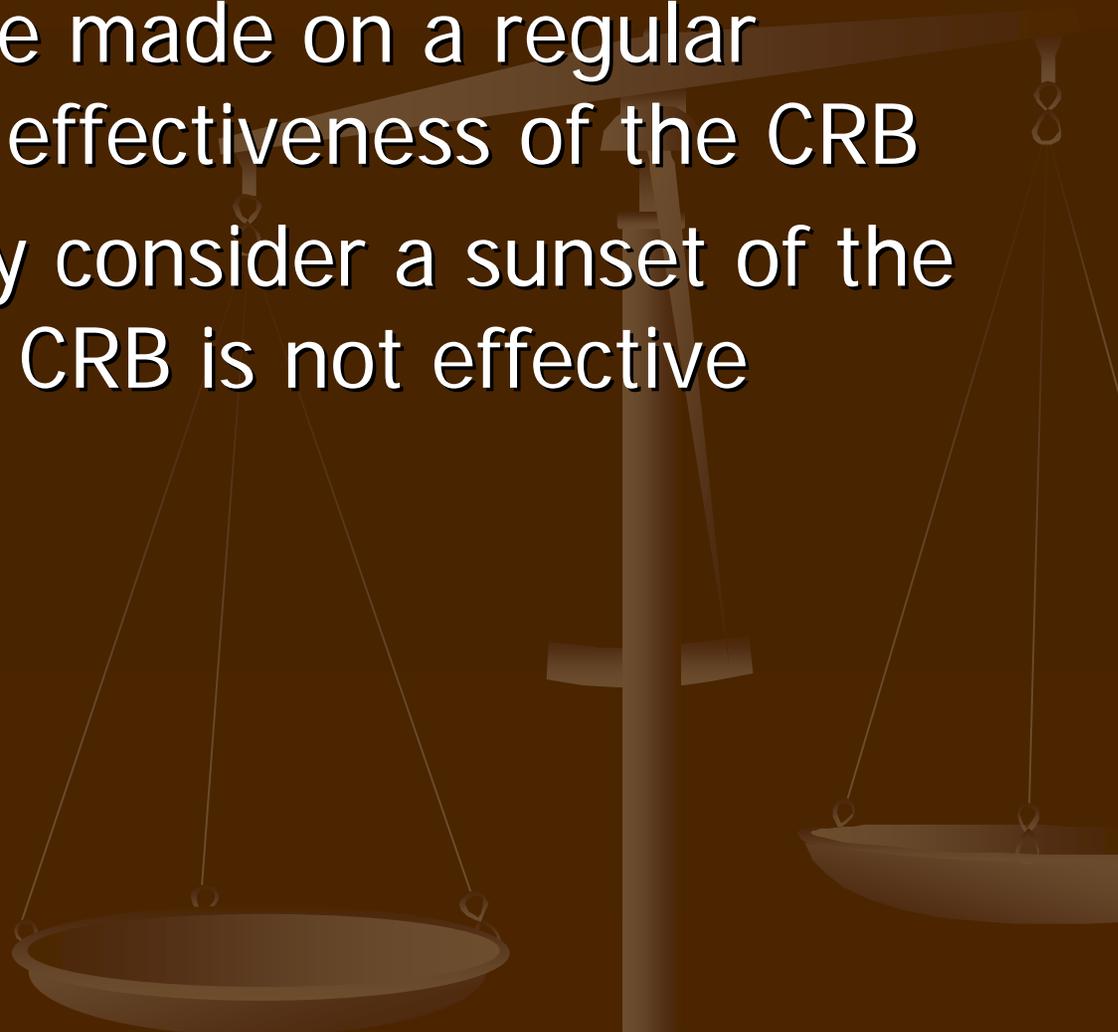
## Section 12

### Advocate

- Recruit community members to serve as advocates
  - Provide training to advocates
  - Every person who inquires about filing a complaint is offered an advocate
  - Every person who requests mediation will be encouraged to be assisted by an advocate.
  - An advocate may be any person selected by the complainant
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## Section 13 EVALUATION OF CRB

- A review shall be made on a regular schedule of the effectiveness of the CRB
- The Council may consider a sunset of the ordinance if the CRB is not effective



## Section 14 IMPLEMENTATION OF THE CRB

- Council shall provide adequate staff and funding for the CRB

