

# **CITIZEN COMPLAINT OVERSIGHT PANEL - 12**

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## **MISSION**

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The Citizen Complaint Oversight Panel (CCOP) monitors investigations of complaints against members of the Prince George's County Police Department for the citizens of Prince George's County to strengthen the partnership between citizens and the Prince George's County police, and to ensure the community that investigations of alleged misconduct are complete, thorough and impartial.

## **CORE SERVICES:**

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- Review all complaints and completed investigations regarding the conduct of members of the Prince George's County Police Department (PGCPD), including all intentional and accidental discharges of firearms and all matters in which a person dies during an officer's use of force or while in the custody of an officer.
- Review charges and recommended discipline in all police supervisory cases.
- Conduct concurrent and independent investigations and/or request the issuance of subpoenas, where appropriate.
- Serve as the community's liaison in the complaint process.
- Make recommendations to the Chief of Police regarding the investigative process, as well as the reasonableness and appropriateness of the investigative findings.
- Complete and disseminate a fiscal year annual report to the general public.
- Conduct community education and outreach.

## **FY 2006 KEY ACCOMPLISHMENTS:**

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- Developed new computerized intake, tracking, and case processing procedures to reduce the average processing time of cases.
- Participated in the compliance efforts for the Department of Justice's Memorandum of Agreement with the Police Department.
- Conducted key audits to determine if investigations are consistently processed across police districts.
- Completed quarterly telephone surveys as part of Department of Justice Memorandum of Agreement.

## **FY 2007 FISCAL & STAFFING OVERVIEW:**

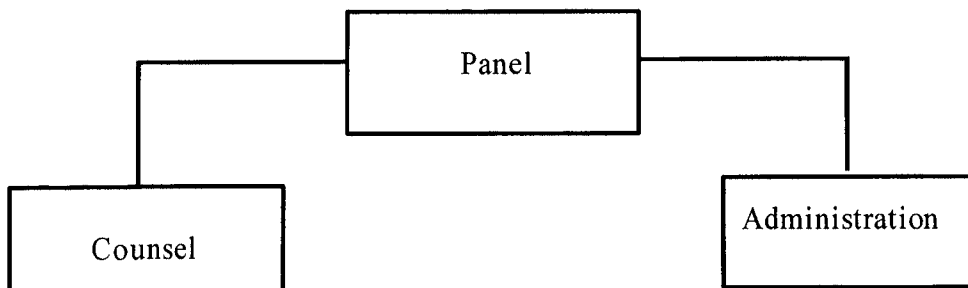
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The FY 2007 approved budget for the Citizen Complaint Oversight Panel is \$251,600, an increase of \$10,600 or 4.4% over the FY 2006 approved budget of \$241,000. Major changes in the FY 2007 approved budget include:

- Cost of living adjustment and merit increases for two General Fund employees.
- Decrease in operating expenses due to costs no longer incurred by the agency.

**ORGANIZATIONAL CHART:**

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**PERFORMANCE MANAGEMENT:**

*FY 2007 Approved General Fund Budget: \$251,600*

*Change: 4.4%*

**GOAL** - To ensure timely and appropriate processing, investigation and disposition of all complaints regarding the misconduct of a Prince George's County Police Department officer to strengthen the partnership between the citizens and the Police Department.

**OBJECTIVES**

- ✓ By FY 2007, increase the average number of cases reviewed per meeting by conducting quality checks, case analyses, and legal research on incoming Internal Affairs Division (IAD) investigations prior to submission for panel review.

Key Service Provided to Accomplish Objective	FY 07 Cost	FY 07 FTEs
Processing and Reviewing Cases	\$251,600	2

- ✓ By FY 2008, increase the number of training and outreach activities held to strengthen the partnership between the citizens and the Police Department.

Key Service Provided to Accomplish Objective	FY 08 Cost	FY 08 FTEs
Community Outreach Training	\$2,500	2

**MEASURES**

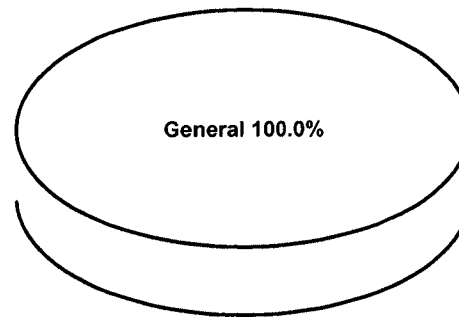
INDICATORS	FY 2003 Actual	FY 2004 Actual	FY 2005 Actual	FY 2006 Estimated	FY 2007 Projected
<b>Input Measures</b>					
Complaints and Supervisory Case Referred to CCOP	476	655	621	560	530
Completed Investigations Referred to CCOP	105	182	224	260	250
Meeting Hours Per Member	155	196	138	160	165
Average number of meetings held per month	N/A	N/A	3.5	4	4
Number FTE Staff /Attorney	2/1	2/1	2/1	1.5/1	2/1
<b>Output Measures</b>					
Complaints & Supervisory cases reviewed	466	638	502	550	518
IAD Investigations reviewed	104	182	224	240	220
Total Number of reviews completed	570	820	726	790	738
<b>Outcome Measures</b>					
Percentage of CCOP recommended changes accepted by the Chief	27%	23%	24%	25%	25%
<b>Efficiency Measures</b>					
Percentage of total investigations received from PGCPD that were outstanding 90 + days	81%	85%	95%	80%	70%
Average number of cases reviewed per meeting	N/A	N/A	5	5	5
Average days to process complaints	330	179	175	170	160
<b>Quality Measures</b>					
Change in percentage of investigations referred to CCOP that are outstanding 90 days or more	-3%	4%	-10%	15%	-10%
Change in percentage of CCOP recommended changes accepted by Chief	-1%	-4%	1%	1%	-0%

**FUNDS SUMMARY**

	FY2005 ACTUAL	FY2006 BUDGET	FY2006 ESTIMATED	FY2007 APPROVED	CHANGE FY06-FY07
<b>TOTAL EXPENDITURES</b>	\$ 226,710	\$ 241,000	\$ 233,600	\$ 251,600	4.4%
<b>EXPENDITURE DETAIL</b>					
Citizen Complaint Oversight Panel	226,710	241,000	233,600	251,600	4.4%
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	\$ 226,710	\$ 241,000	\$ 233,600	\$ 251,600	4.4%
<b>SOURCES OF FUNDS</b>					
General Fund	\$ 226,710	\$ 241,000	\$ 233,600	\$ 251,600	4.4%
Other County Operating Funds:					
<b>TOTAL</b>	\$ 226,710	\$ 241,000	\$ 233,600	\$ 251,600	4.4%

**FY2007 SOURCES OF FUNDS**

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

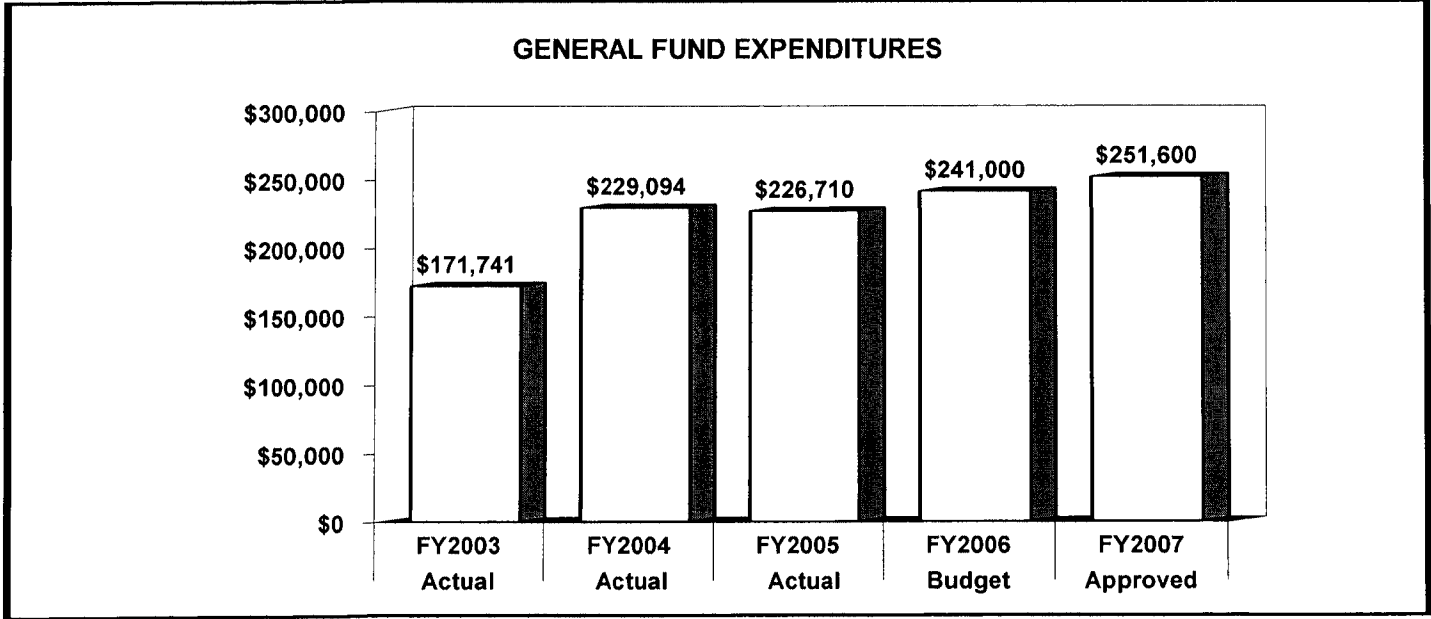


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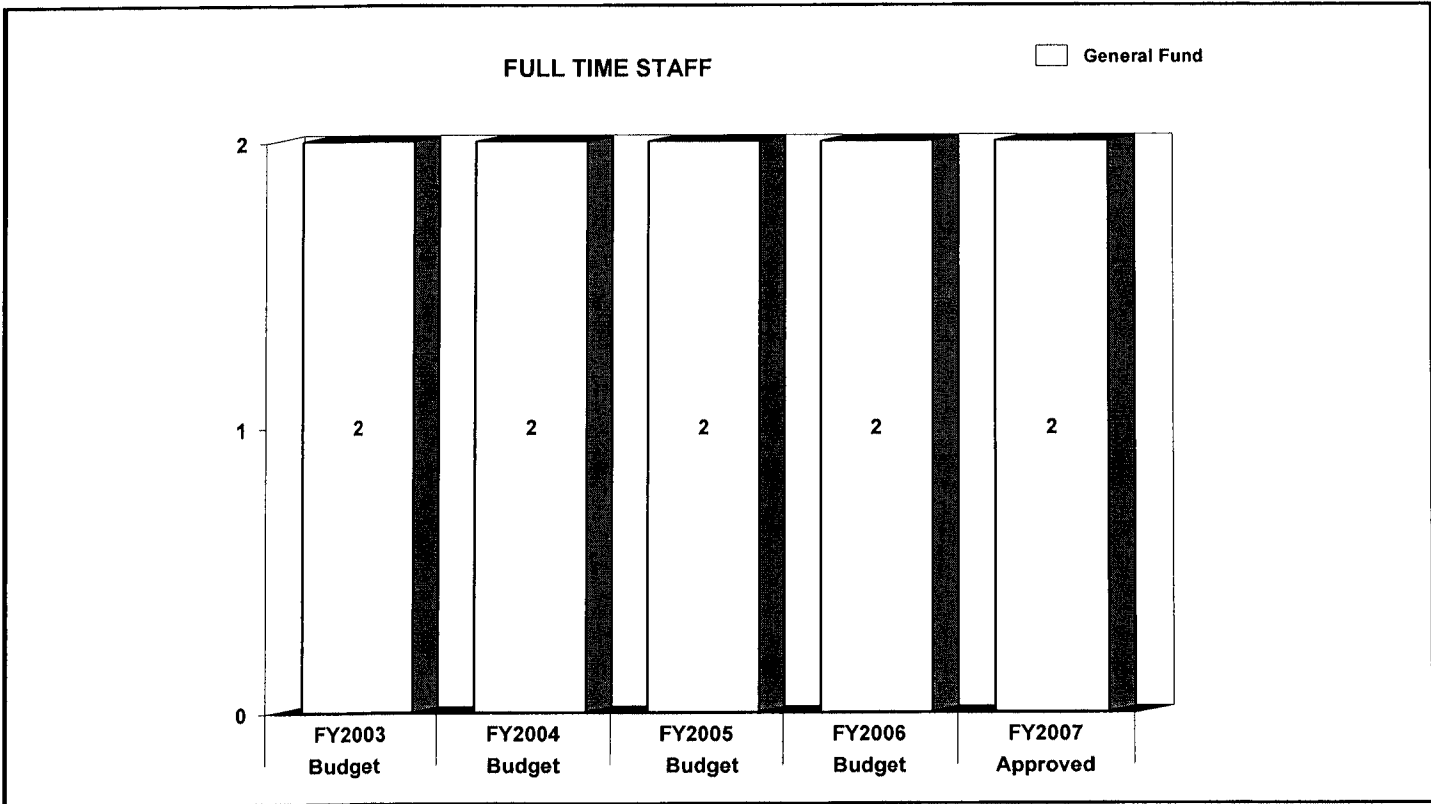
**STAFF SUMMARY**

	FY2005 BUDGET	FY2006 BUDGET	FY2007 APPROVED	CHANGE FY06-FY07
<b>GENERAL FUND STAFF</b>				
Full Time - Civilian	2	2	2	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	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	2	2	2	0
Full Time - Sworn	0	0	0	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

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



The agency's expenditures have increased 32% from FY 2003 to FY 2005. This increase was primarily driven by compensation and fringe costs for two the employees. The FY 2007 approved budget is 4.4% more than the FY 2006 approved budget.



The agency's staffing complement has remained at two employees from FY 2003 to FY 2006. The FY 2007 staffing complement will remain at the FY 2006 budget level.

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## GENERAL FUND

	FY2005 ACTUAL	FY2006 BUDGET	FY2006 ESTIMATED	FY2007 APPROVED	CHANGE FY06-FY07
<b>EXPENDITURE SUMMARY</b>					
Compensation	\$ 121,528	\$ 125,700	\$ 125,700	\$ 134,000	6.6%
Fringe Benefits	24,720	25,400	25,400	28,400	11.8%
Operating Expenses	80,462	89,900	82,500	89,200	-0.8%
Capital Outlay	0	0	0	0	0%
	<b>\$ 226,710</b>	<b>\$ 241,000</b>	<b>\$ 233,600</b>	<b>\$ 251,600</b>	<b>4.4%</b>
Recoveries	0	0	0	0	0%
<b>TOTAL</b>	<b>\$ 226,710</b>	<b>\$ 241,000</b>	<b>\$ 233,600</b>	<b>\$ 251,600</b>	<b>4.4%</b>
<b>STAFF</b>					
Full Time - Civilian	-	2	-	2	0%
Full Time - Sworn	-	0	-	0	0%
Part Time	-	0	-	0	0%
Limited Term	-	0	-	0	0%

In FY 2007, compensation expenditures increase 6.6% over the FY 2006 budget due to COLA and merit increases for the two employees. Fringe expenditures will increase 11.8% over the FY 2006 budget due to the pension expenses.

Operating expenditures decrease 1% from the FY 2006 budget. This decrease is due to expenses that are no longer incurred by the agency including cable service and certain printing costs.

MAJOR OPERATING EXPENDITURES FY2007	
General and Administrative Contracts	\$ 72,000
Office Automation	\$ 9,600
Printing and Reproduction	\$ 2,200
Training	\$ 2,000
Telephones	\$ 1,500

