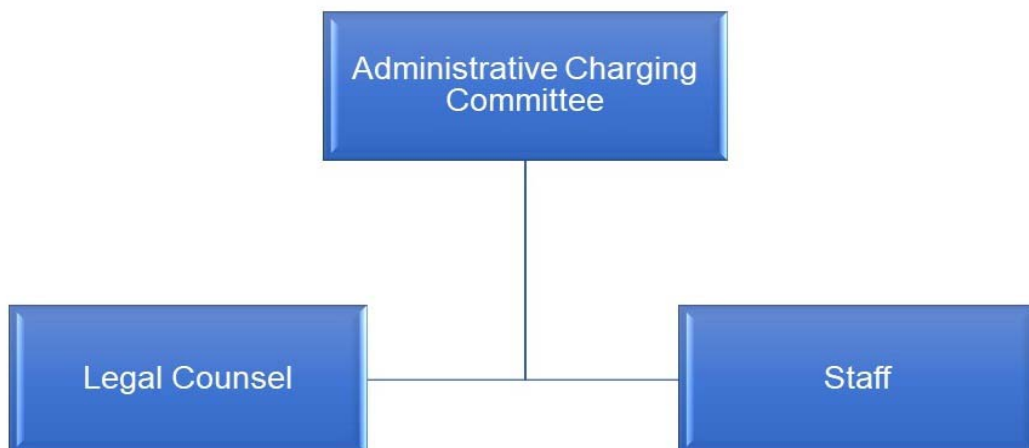


# Administrative Charging Committee



## MISSION AND SERVICES

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 2023 KEY ACCOMPLISHMENTS

- Held meetings with law enforcement agency heads.
- Participated in at least three outreach events.
- Provided formalized training and guidance for Police Accountability Board members and staff.
- Collaborated with the OIT to launch an expanded web presence.
- Appointed two (2) civilian members to the Administrative Charging Committee and one or more civilian members to the Administrative Hearing Board(s) in the County.

### STRATEGIC FOCUS AND INITIATIVES FOR FY 2024

The office’s top priorities in FY 2024 are:

- Collaborate regularly with law enforcement agency heads to examine policing among agencies and make recommendations for improvement.
- Improve police responsiveness to public complaints of misconduct.
- Improve overall police accountability.
- Keep the public informed on matters related to police misconduct.

### FY 2024 BUDGET SUMMARY

The FY 2024 proposed budget for the Administrative Charging Committee is \$1,013,600, an increase of \$86,100 or 9.3% over the FY 2023 approved budget.

#### Expenditures by Fund Type

Fund Types	FY 2022 Actual		FY 2023 Budget		FY 2023 Estimate		FY 2024 Proposed	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$—		\$927,500	100.0%	\$830,900	100.0%	\$1,013,600	100.0%
<b>Total</b>	<b>\$—</b>		<b>\$927,500</b>	<b>100.0%</b>	<b>\$830,900</b>	<b>100.0%</b>	<b>\$1,013,600</b>	<b>100.0%</b>

#### Reconciliation from Prior Year

	Expenditures
<b>FY 2023 Approved Budget</b>	<b>\$927,500</b>
<b>Increase Cost: Compensation - Mandated Salary Requirements</b> — Annualization of FY 2023 and planned FY 2024 salary adjustments	\$56,700
<b>Increase Cost: Technology Cost Allocation</b> — Increase in OIT charges based on anticipated countywide costs for technology	31,900
<b>Increase Cost: Fringe Benefits</b> — Increase in the fringe benefit costs to align with projected expenses; the fringe benefit rate remains unchanged at 36%	20,600
<b>Increase Cost: Operating</b> — Increase in trial board stipends and office supplies board operations	2,100
<b>Decrease Cost: Operating</b> — Decrease in office & operating equipment to align with projected costs	(25,200)
<b>FY 2024 Proposed Budget</b>	<b>\$1,013,600</b>

### STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2022 Budget	FY 2023 Budget	FY 2024 Proposed	Change FY23-FY24
<b>General Fund</b>				
Full Time - Civilian	0	6	6	0
Full Time - Sworn	0	0	0	0
Subtotal - FT	0	6	6	0
Part Time	0	0	0	0
Limited Term	0	0	0	0

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

Positions By Classification	FY 2024		
	Full Time	Part Time	Limited Term
Administrative Specialist	1	0	0
Administrative Aide	1	0	0
Investigator	2	0	0
Paralegal	2	0	0
<b>TOTAL</b>	<b>6</b>	<b>0</b>	<b>0</b>

**Expenditures by Category - General Fund**

Category	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimate	FY 2024 Proposed	Change FY23-FY24	
					Amount (\$)	Percent (%)
Compensation	\$—	\$420,000	\$349,700	\$476,700	\$56,700	13.5%
Fringe Benefits	—	151,000	125,700	171,600	20,600	13.6%
Operating	—	356,500	355,500	365,300	8,800	2.5%
Capital Outlay	—	—	—	—	—	
<b>SubTotal</b>	<b>\$—</b>	<b>\$927,500</b>	<b>\$830,900</b>	<b>\$1,013,600</b>	<b>\$86,100</b>	<b>9.3%</b>
Recoveries	—	—	—	—	—	
<b>Total</b>	<b>\$—</b>	<b>\$927,500</b>	<b>\$830,900</b>	<b>\$1,013,600</b>	<b>\$86,100</b>	<b>9.3%</b>

In FY 2024, compensation increases 13.5% over the FY 2023 budget primarily resulting from the annualization of FY 2023 and planned FY 2024 salary adjustments. The compensation budget includes funding for six full time positions. Fringe benefits increase by 13.6% as a result of the compensation adjustments and projected costs.

Operating expenditures increase by 2.5% primarily due to an increase of the technology allocation change offset by reduction in agency start-up costs. The major operating expenditures include stipends for ACC board members (five), Administrative Trial Board members (five) and for the Administrative Hearing Board Judges, telephone, membership fees, and training. Funding is provided to support effective independent oversight of the police disciplinary process for law enforcement agencies in the County.

## 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 investigation 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 2028 Target	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	FY 2024 Projected	Trend
100%	n/a	n/a	100%	100%	n/a

### Trend and Analysis

The County spent the majority of FY 2023 preparing to meet the administrative needs of the Administrative Charging Committee. This includes hiring administrative staff to support the Committee's needs, selecting Committee members, and preparing office space. The Committee will begin reviewing cases at the end of FY 2023.

### Performance Measures

Measure Name	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Estimated	FY 2024 Projected
<b>Workload, Demand and Production (Output)</b>					
Cases returned to public safety agencies during file triage	n/a	n/a	n/a	60	98
Body worn camera, dashcam video and video equipment violations	n/a	n/a	n/a	105	120
Discrimination and/or harassment toward an individual based on racial, religious, ethnic, or other protected classes	n/a	n/a	n/a	4	7
Violations of federal, State, or local Law	n/a	n/a	n/a	71	144
<b>Quality</b>					
Days taken to review cases by the ACC (case review time)	n/a	n/a	n/a	11	10
Days taken to investigate cases by public safety agencies	n/a	n/a	n/a	240	230
<b>Impact (Outcome)</b>					
Cases closed within 366 days	n/a	n/a	n/a	100%	100%

