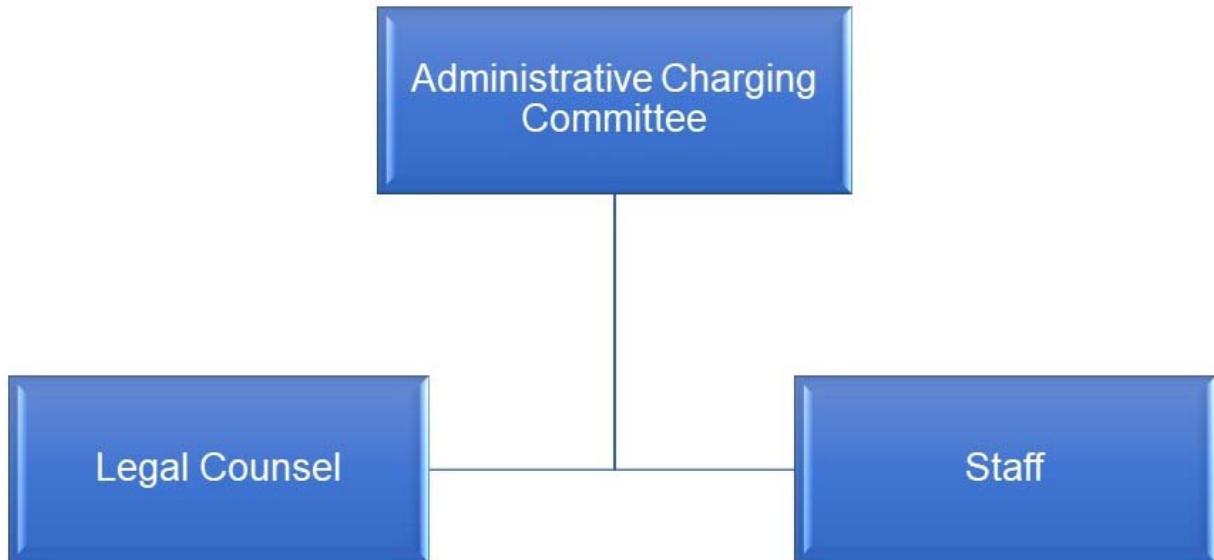


Administrative Charging Committee



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 approved budget for the Administrative Charging Committee is \$1,090,400, an increase of \$162,900 or 17.6% over the FY 2023 approved budget.

Expenditures by Fund Type

Fund Types	FY 2022 Actual		FY 2023 Budget		FY 2023 Estimate		FY 2024 Approved	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$—		\$927,500	100.0%	\$830,900	100.0%	\$1,090,400	100.0%
Total	\$—		\$927,500	100.0%	\$830,900	100.0%	\$1,090,400	100.0%

Reconciliation from Prior Year

	Expenditures
FY 2023 Approved Budget	\$927,500
Add: Compensation - New Positions — Funding for two new positions including a Compliance Specialist 2G and Paralegal 2G position to support agency operations	\$155,000
Increase Cost: Fringe Benefits — Increase in fringe benefit expenditures to support projected costs including funding for two new positions; the fringe benefit rate remains unchanged at 36.0%	76,400
Increase Cost: Compensation — Annualization of FY 2023 and planned FY 2024 salary adjustments	56,700
Increase Cost: Technology Cost Allocation — Increase in OIT charges based on anticipated countywide costs for technology	31,900
Increase Cost: Operating — Increase in funding for legal services, committee stipends and annual agency trainings	2,100

Reconciliation from Prior Year *(continued)*

	Expenditures
Decrease Cost: Operating — Decrease in office & operating equipment to align with projected costs	(25,200)
Decrease Cost: Operating — Decrease reflects the realignment of \$134,000 to the Police Accountability Board to appropriately reflect trial board judges costs in one agency to support operational activities	(134,000)
FY 2024 Approved Budget	\$1,090,400

STAFF AND BUDGET RESOURCES

Authorized Positions	FY 2022 Budget	FY 2023 Budget	FY 2024 Approved	Change FY23-FY24
General Fund				
Full Time - Civilian	0	6	8	2
Full Time - Sworn	0	0	0	0
Subtotal - FT	0	6	8	2
Part Time	0	0	0	0
Limited Term	0	0	0	0

TOTAL				
Full Time - Civilian	0	6	8	2
Full Time - Sworn	0	0	0	0
Subtotal - FT	0	6	8	2
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	2	0	0
Administrative Aide	1	0	0
Investigator	2	0	0
Paralegal	3	0	0
TOTAL	8	0	0

Expenditures by Category - General Fund

Category	FY 2022 Actual	FY 2023 Budget	FY 2023 Estimate	FY 2024 Approved	Change FY23-FY24	
					Amount (\$)	Percent (%)
Compensation	\$—	\$420,000	\$349,700	\$631,700	\$211,700	50.4%
Fringe Benefits	—	151,000	125,700	227,400	76,400	50.6%
Operating	—	356,500	355,500	231,300	(125,200)	-35.1%
Capital Outlay	—	—	—	—	—	—
SubTotal	\$—	\$927,500	\$830,900	\$1,090,400	\$162,900	17.6%
Recoveries	—	—	—	—	—	—
Total	\$—	\$927,500	\$830,900	\$1,090,400	\$162,900	17.6%

In FY 2024, compensation expenditures increase 50.4% over the FY 2023 budget due to the annualization of FY 2023, and planned FY 2024 salary adjustments as well as funding for two new positions. The new positions include a Compliance Specialist 2G position to oversee statutory guidelines and a Paralegal 2G position to conduct evidence analysis and support trial board judges. Compensation costs includes funding for eight full time positions. Fringe benefit expenditures increase 50.6% over the FY 2023 budget to align with projected costs including funding for two new positions.

Operating expenditures decrease by -35.1% primarily due to the realignment of \$134,000 to the Police Accountability Board to appropriately reflect stipend cost for Trial Board Judges and to meet operational activities. The operating budget includes funding for legal services, committee member stipends, annual agency trainings and operational 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 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
Workload, Demand and Production (Output)					
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
Quality					
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
Impact (Outcome)					
Cases closed within 366 days	n/a	n/a	n/a	100%	100%