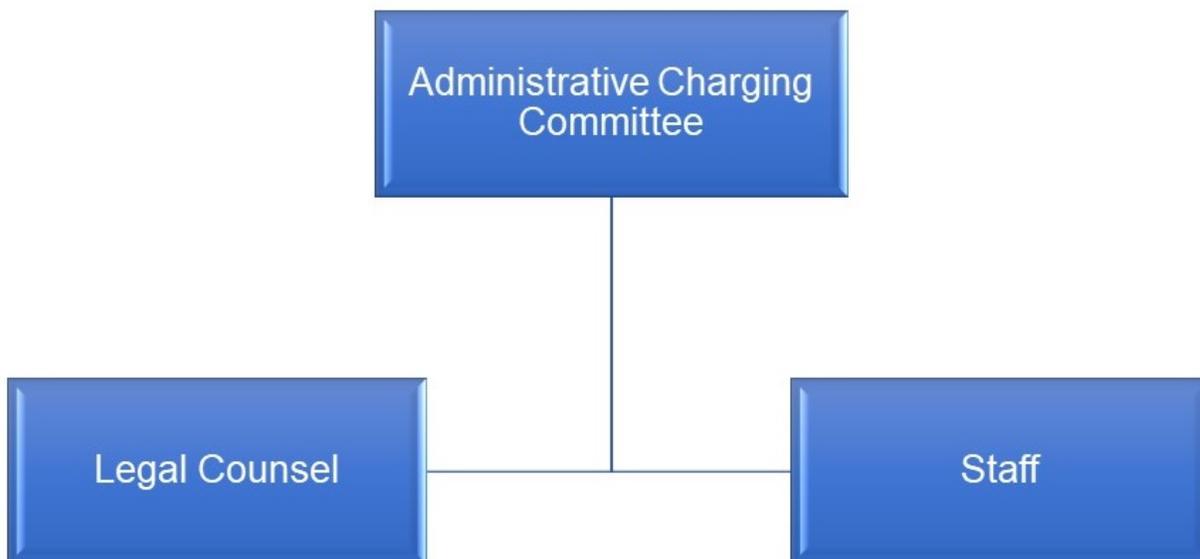


# Administrative Charging Committee



## MISSION AND SERVICES

The Administrative Charging Committee (ACC) works to enhance police customer service and responsiveness to community concerns by establishing effective, independent oversight of the police disciplinary process and its outcomes.

### CORE SERVICES

- Work with all law enforcement agencies in the County to improve policing practices, particularly in matters of discipline and accountability for misconduct.
- Receive complaints of police misconduct from members of the public and refer them to the appropriate law enforcement agency for investigation.
- Review and evaluate the outcomes of misconduct investigations conducted by law enforcement agencies and examined by the administrative oversight committee.
- Prepare annual reports for the County’s governing authority and the public that identify trends in officer discipline and recommend policy or procedural changes to strengthen accountability within police agencies.

### FY 2026 KEY ACCOMPLISHMENTS

- Reviewed over 400 misconduct cases.
- Reduced average case review time by 4%.

- Streamlined the complaint review workflow, contributing to a 4% reduction in case-handling time despite increased volume.
- Updated and expanded standardized templates and charging document guidelines to enhance clarity, consistency, and legal compliance.
- Improved digital tracking tools to strengthen case monitoring, increase throughput, and support internal coordination.

**STRATEGIC FOCUS AND INITIATIVES FOR FY 2027**

The committee’s top priorities in FY 2027 are:

- Improve turnaround times for findings.
- Streamline the review process to enhance efficiency.
- Strengthen collaboration with key stakeholders.
- Increase training and outreach on police accountability.

**FY 2027 BUDGET SUMMARY**

The FY 2027 proposed budget for the Administrative Charging Committee is \$1,420,700, a decrease of -\$107,700 or -7.0% under the FY 2026 approved budget.

**Expenditures by Fund Type**

| Fund Types   | FY 2025 Actual     |               | FY 2026 Budget     |               | FY 2026 Estimate   |               | FY 2027 Proposed   |               |
|--------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|--------------------|---------------|
|              | Amount             | % Total       |
| General Fund | \$1,111,762        | 95.8%         | \$1,228,400        | 80.4%         | \$1,183,100        | 91.6%         | \$1,270,700        | 89.4%         |
| Grant Funds  | 48,821             | 4.2%          | 300,000            | 19.6%         | 108,000            | 8.4%          | 150,000            | 10.6%         |
| <b>Total</b> | <b>\$1,160,583</b> | <b>100.0%</b> | <b>\$1,528,400</b> | <b>100.0%</b> | <b>\$1,291,100</b> | <b>100.0%</b> | <b>\$1,420,700</b> | <b>100.0%</b> |

**GENERAL FUND**

The FY 2027 proposed budget for the Administrative Charging Committee is \$1,270,700, an increase of \$42,300 or 3.4% over the FY 2026 approved budget.

**Reconciliation from Prior Year**

|   | <b>Expenditures</b> |
|---|---------------------|
| <b>FY 2026 Approved Budget</b>  | <b>\$1,228,400</b>  |
| <b>Increase Cost: Compensation - Mandated Salary Requirements</b>   | \$41,500            |
| <b>Increase Cost: Fringe Benefits</b> — Increase in fringe benefit rate from 31.2% to 31.7% to align with projected costs                         | 16,800              |
| <b>Increase Cost: Technology Cost Allocation</b> — Increase in OIT charges based on anticipated countywide costs for technology                   | 6,200               |
| <b>Decrease Cost: Operating</b> — Net operating adjustments in telephone, training, office equipment, and contracts to align with projected costs | (22,200)            |
| <b>FY 2027 Proposed Budget</b>  | <b>\$1,270,700</b>  |

**GRANT FUNDS**

The FY 2027 proposed grant budget for the Administrative Charging Committee is \$150,000, a decrease of -\$150,000, or -50.0% under the FY 2026 approved budget. Major source of funds in the FY 2027 proposed budget include:

- Police Accountability, Community, and Transparency Grant (PACT)

**Reconciliation from Prior Year**

|   | <b>Expenditures</b> |
|---|---------------------|
| <b>FY 2026 Approved Budget</b>  | <b>\$300,000</b>    |
| <b>Eliminate: Program/Service</b> — Community Grant Program Fund (CGPF) and Violence Intervention and Prevention Program (VIPP) | \$—                 |
| <b>Reduce: Existing Program/Service</b> — Police Accountability, Community, and Transparency Grant (PACT)                       | (150,000)           |
| <b>FY 2027 Proposed Budget</b>  | <b>\$150,000</b>    |

## STAFF AND BUDGET RESOURCES

| Authorized Positions | FY 2025 Budget | FY 2026 Budget | FY 2027 Proposed | Change FY26-FY27 |
|----------------------|----------------|----------------|------------------|------------------|
| <b>General Fund</b>  |                |                |                  |                  |
| Full Time - Civilian | 8              | 8              | 8                | 0                |
| Full Time - Sworn    | 0              | 0              | 0                | 0                |
| Subtotal - FT        | 8              | 8              | 8                | 0                |
| Part Time            | 0              | 0              | 0                | 0                |
| Limited Term         | 0              | 0              | 0                | 0                |

| <b>TOTAL</b>         |   |   |   |   |
|----------------------|---|---|---|---|
| Full Time - Civilian | 8 | 8 | 8 | 0 |
| Full Time - Sworn    | 0 | 0 | 0 | 0 |
| Subtotal - FT        | 8 | 8 | 8 | 0 |
| Part Time            | 0 | 0 | 0 | 0 |
| Limited Term         | 0 | 0 | 0 | 0 |

| Positions By Classification | FY 2027   |           |              |
|-----------------------------|-----------|-----------|--------------|
|                             | Full Time | Part Time | Limited Term |
| Administrative Specialist   | 2         | 0         | 0            |
| Administrative Aide         | 1         | 0         | 0            |
| Investigator                | 2         | 0         | 0            |
| Paralegal                   | 3         | 0         | 0            |
| <b>TOTAL</b>                | <b>8</b>  | <b>0</b>  | <b>0</b>     |

**Expenditures by Category - General Fund**

| Category        | FY 2025 Actual     | FY 2026 Budget     | FY 2026 Estimate   | FY 2027 Proposed   | Change FY26-FY27 |             |
|-----------------|--------------------|--------------------|--------------------|--------------------|------------------|-------------|
|                 |                    |                    |                    |                    | Amount (\$)      | Percent (%) |
| Compensation    | \$653,102          | \$704,000          | \$696,400          | \$745,500          | \$41,500         | 5.9%        |
| Fringe Benefits | 186,803            | 219,300            | 196,100            | 236,100            | 16,800           | 7.7%        |
| Operating       | 271,857            | 305,100            | 290,600            | 289,100            | (16,000)         | -5.2%       |
| Capital Outlay  | —                  | —                  | —                  | —                  | —                |             |
| <b>SubTotal</b> | <b>\$1,111,762</b> | <b>\$1,228,400</b> | <b>\$1,183,100</b> | <b>\$1,270,700</b> | <b>\$42,300</b>  | <b>3.4%</b> |
| Recoveries      | —                  | —                  | —                  | —                  | —                |             |
| <b>Total</b>    | <b>\$1,111,762</b> | <b>\$1,228,400</b> | <b>\$1,183,100</b> | <b>\$1,270,700</b> | <b>\$42,300</b>  | <b>3.4%</b> |

In FY 2027, compensation expenditures increase by 5.9 % over the FY 2026 budget due to the annualization of FY 2026 and planned FY 2027 salary adjustments. Compensation costs include funding for eight full time positions. Fringe benefit expenditures increase by 7.7% over the FY 2026 budget due to compensation adjustments in addition to an increase in the fringe benefit rate from 31.2% percent to 31.7 % to align with projected costs.

Operating expenditures decrease by -5.2% primarily due to revised projection calculations for trial staff and case hearings. Funding in FY 2027 supports costs related to trial preparation, Trial Board Judges, Administrative Hearing Board civilians, and Police Accountability Board member stipends. Funding also supports community awareness events and general agency operations.

## GRANT FUNDS SUMMARY

### Expenditures by Category - Grant Funds

| Category        | FY 2025 Actual  | FY 2026 Budget   | FY 2026 Estimate | FY 2027 Proposed | Change FY26-FY27   |               |
|-----------------|-----------------|------------------|------------------|------------------|--------------------|---------------|
|                 |                 |                  |                  |                  | Amount (\$)        | Percent (%)   |
| Compensation    | \$—             | \$—              | \$—              | \$—              | \$—                |               |
| Fringe Benefits | —               | —                | —                | —                | —                  |               |
| Operating       | 48,821          | 300,000          | 108,000          | 150,000          | (150,000)          | -50.0%        |
| Capital Outlay  | —               | —                | —                | —                | —                  |               |
| <b>SubTotal</b> | <b>\$48,821</b> | <b>\$300,000</b> | <b>\$108,000</b> | <b>\$150,000</b> | <b>\$(150,000)</b> | <b>-50.0%</b> |
| Recoveries      | —               | —                | —                | —                | —                  |               |
| <b>Total</b>    | <b>\$48,821</b> | <b>\$300,000</b> | <b>\$108,000</b> | <b>\$150,000</b> | <b>\$(150,000)</b> | <b>-50.0%</b> |

The FY 2027 proposed grant budget is \$150,000, a decrease of -\$150,000, or -50.0% under the approved budget. The primary source of grant funding for the ACC is the Governor's Office of Crime Prevention and Policy (GOCPP).

### Staff Summary by Division - Grant Funds

| Staff Summary by Division & Grant Program      | FY 2026  |          |          | FY 2027  |          |          |
|--|----------|----------|----------|----------|----------|----------|
|  | FT       | PT       | LTGF     | FT       | PT       | LTGF     |
| <b>Administrative Charging Committee</b>       |          |          |          |          |          |          |
| Not Applicable                                 | —        | —        | —        | —        | —        | —        |
| <b>Total Administrative Charging Committee</b> | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> |
| <b>Total</b>                                   | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> | <b>—</b> |

In FY 2027, grant funding will be used to support program operational expenses.

**Grant Funds by Division**

| Grant Name  | FY 2025 Actual  | FY 2026 Budget   | FY 2026 Estimate | FY 2027 Proposed | Change FY26-FY27   |               |
|---|-----------------|------------------|------------------|------------------|--------------------|---------------|
|   |                 |                  |                  |                  | Amount (\$)        | Percent (%)   |
| <b>Administrative Charging Committee</b>                            |                 |                  |                  |                  |                    |               |
| Police Accountability, Community, and Transparency Grant (PACT)     | \$48,821        | \$150,000        | \$108,000        | \$150,000        | \$—                | 0.0%          |
| Violence Intervention and Prevention Program (VIPP)                 | —               | 150,000          | —                | —                | (150,000)          | -100.0%       |
| <b>Total Administrative Charging Committee</b>                      | <b>\$48,821</b> | <b>\$300,000</b> | <b>\$108,000</b> | <b>\$150,000</b> | <b>\$(150,000)</b> | <b>-50.0%</b> |
| <b>Subtotal</b>   | <b>\$48,821</b> | <b>\$300,000</b> | <b>\$108,000</b> | <b>\$150,000</b> | <b>\$(150,000)</b> | <b>-50.0%</b> |
| Total Transfer from General Fund - (County Contribution/Cash Match) | —               | —                | —                | —                | —                  |               |
| <b>Total</b>  | <b>\$48,821</b> | <b>\$300,000</b> | <b>\$108,000</b> | <b>\$150,000</b> | <b>\$(150,000)</b> | <b>-50.0%</b> |

## Grant Descriptions

### **POLICE ACCOUNTABILITY, COMMUNITY, AND TRANSPARENCY GRANT (PACT) --\$150,000**

Police Accountability, Community, and Transparency Grant supports law enforcement agencies across the State of Maryland with the development of effective accountability procedures to achieve their goals of lawfulness and legitimacy while enhancing community relations and transparency. Funds are intended to increase safety and training for law enforcement and promote safe communities and encourage community engagement between law enforcement and the communities they serve.

## 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 investigations 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 2031 Target | FY 2024 Actual | FY 2025 Actual | FY 2026 Estimated | FY 2027 Projected | Trend |
|----------------|----------------|----------------|-------------------|-------------------|-------|
| 100%           | 100%           | 100%           | 100%              | 100%              | ↔     |

### Trend and Analysis

The Administrative Charging Committee was able to improve processes and efficiency, render fair and impartial decisions, collaborate with stakeholders, assist in policy development and improvements, and complete and participate in data collection and trend analysis. These accomplishments happened with an increase in case submissions (2%). The committee had several key accomplishments. For efficiency improvements in the process, the committee streamlined the complaint review process, reducing case resolution times by 6%. Additionally, they developed standardized templates and guidelines for charging documents, ensuring consistency and compliance with legal requirements.

For fair and impartial decision-making, ACC has reviewed and adjudicated over 500 cases with a focus on thoroughness, fairness, and compliance with organizational policies. They also established protocols to ensure unbiased evaluations, enhancing public trust in the disciplinary process. Promoting collaboration and communication, ACC facilitated productive communication between itself and its stakeholders, including the public, internal staff, and legal teams. The committee also strengthened partnerships with community groups to improve transparency in the complaint-handling process.

### Performance Measures

| Measure Name   | FY 2023 Actual | FY 2024 Actual | FY 2025 Actual | FY 2026 Estimated | FY 2027 Projected |
|--|----------------|----------------|----------------|-------------------|-------------------|
| <b>Workload, Demand and Production (Output)</b>  |                |                |                |                   |                   |
| Cases returned to public safety agencies during file triage  | 92             | 393            | 290            | 300               | 310               |
| Body worn camera, dashcam video, and video equipment violations  | 13             | 52             | 31             | 35                | 38                |
| Discrimination and/or harassment toward an individual based on racial, religious, ethnic, or other protected classes | 5              | 18             | 15             | 16                | 21                |
| Violations of federal, state, or local law   | 6              | 19             | 14             | 15                | 17                |
| <b>Quality</b>   |                |                |                |                   |                   |
| Days taken to review cases by the ACC (case review time)   | 106            | 55             | 175            | 122               | 130               |

**Performance Measures** *(continued)*

| <b>Measure Name</b>                                       | <b>FY 2023 Actual</b> | <b>FY 2024 Actual</b> | <b>FY 2025 Actual</b> | <b>FY 2026 Estimated</b> | <b>FY 2027 Projected</b> |
|---|-----------------------|-----------------------|-----------------------|--------------------------|--------------------------|
| Days taken to investigate cases by public safety agencies | 69                    | 242                   | 235                   | 301                      | 122                      |
| <b>Impact (Outcome)</b>                                   |                       |                       |                       |                          |                          |
| Cases closed within 366 days                              | 100%                  | 100%                  | 100%                  | 100%                     | 100%                     |