

Riders' Pattern and Practice Settlement Agreement
FACT SHEET

Emphasis of Police Department Reforms

- **Reforms in Eight Core Areas**
 - Internal Affairs Investigations
 - Discipline
 - Field Supervision
 - Management Oversight
 - Use of Force Reporting
 - Personnel Information Management System (PIMS)
 - Training
 - Auditing and Review Systems

Internal Affairs Investigations

- **Increases Internal Affairs Division (IAD) Staffing**
 - Investigators added.
 - Additional investigators loaned for temporary case-load increases.
- **Improves Citizen Access to Complaint Process**
 - Complaint guidelines posted in key Department and municipal locations.
 - New 24-hour complaint line established.
 - IAD relocated to City Hall Plaza.
 - Multi-lingual complaint forms and brochures widely available.
 - Anonymous complaints accepted.
 - Investigator will promptly contact complainant.
- **Expands Complaint Control System**
 - All complaints entered into central log.
 - Timeliness standards for investigations established.
 - Complaints categorized by seriousness.
- **Develops Comprehensive IAD Procedures Manual**
 - Consolidates administrative procedures in one document.
 - Standardizes IAD and unit-level investigations.
- **Requires Reporting of Misconduct**
 - Complainant immediately taken to IAD or a supervisor.
 - Simplified complaint procedure for jail inmates.
- **Prohibits Retaliation Against Witnesses**
- **Requires Self Reporting to Department**
 - If personnel arrested, sued, or served with civil process.
 - Reporting required within 72 hours.

Riders' Pattern and Practice Settlement Agreement
FACT SHEET

Discipline

- **Improves Consistency of Discipline**
 - Command officer (Lt. or above) initiates disciplinary recommendation.
 - Provides central documentation and tracking of discipline and corrective actions.
 - Progressive discipline to address overall performance deficiencies.
- **Documents Disciplinary Recommendations**
 - Written recommendations sent to Chief.
 - Patterns of unacceptable behavior identified.
- **Increases Supervisory and Managerial Accountability**
 - Supervisors and managers held accountable for subordinate's conduct.
 - Accountable to supervise, review, and intervene as appropriate.
- **Adds Factors for Promotional Consideration**
 - Commitment to Community Policing.
 - Quality of citizen contacts.
 - Low incidence of citizen complaints.
 - Support for Department integrity measures.
 - Presumptive ineligibility for promotion for 12 months after finding of serious misconduct.

Field Supervision

- **More Field Supervision**
 - Lower span-of-control to one (1) supervisor to eight (8) officers in Patrol.
 - Supervisors have same schedule and days off as subordinates.
- **Strengthens Supervisory Oversight**
 - Supervisors approve felony, narcotics-related, and other field arrests.
 - More frequent, close supervisory contacts on calls for service.
- **Adds Notification Procedures When Transporting Detainees and Citizens**

Management Oversight

- **Improves Performance Review**
 - Managers coach staff on strengths and weaknesses twice yearly.
 - Supervisors meet twice monthly with subordinates to review performance.
 - Looking for patterns of improper behavior.
- **Explores the Use of Camcorders in Patrol Vehicles**
- **Expands Reporting Practices**
 - Additional documentation of vehicle stops and detentions
 - Fully identify witnesses to arrests and uses of force
- **Improves Performance Appraisal System**
- **Creates Management-Level Liaison to DA's Office and Public Defender**

Riders' Pattern and Practice Settlement Agreement
FACT SHEET

Use of Force Reporting

- **New Use of Force Reporting**
 - Notify supervisor immediately after lesser uses of force than previously required.
 - Adds reporting of intentional pointing of firearm.
 - Supervisor required to respond to scene.
 - Notify DA of use of lethal force likely to result in death.
- **Expands Use of Force Investigation**
 - Requires additional interviews, documentation, analysis, and evidence collection.
 - Witness officers separated until after interviewed.
 - Investigation conducted by supervisor.
 - Reviewed by Watch Commander, Area Commander, and Deputy Chief.
- **Enhances Use of Force Review**
 - Review Boards meet on all Use of Force investigations.
 - Recommend whether use of force was in policy or out of policy.
 - Recommend policy or tactics changes and training needs to Chief.
 - Issue annual report to Chief discussing patterns of use of force that may have policy or training implications.
- **Implements Oleoresin Capsicum (Pepper Spray) Procedures**
 - Keep a log of OC spray canisters checked out and used.
 - Review the log to verify appropriate usage.
- **Improves Officer-Involved Shooting Investigation**
 - Homicide and Internal Affairs investigates jointly with District Attorney.
 - City Attorney promptly notified.

Personnel Information Management System (PIMS)

- **Expands Automated Computer Early Warning System**
 - Builds on existing early warning system.
 - Resource for supervisors and managers.
 - Reveals patterns and series of events.
 - Used to identify officers engaging in at-risk behaviors.
- **Develops Database**
 - Adding eleven (11) elements to matrix.
 - Developing new reporting protocols and database.
 - Interactive access for authorized supervisors and managers.
- **Establishes Follow-up Policy and Procedures**
 - Automatic triggers for follow-up actions.
 - Required quarterly review by supervisors.
 - Intensive review of personnel and performance history.
 - Meeting with manager and supervisor for identified officers.
 - Corrective action plan and follow-up meetings.

Riders' Pattern and Practice Settlement Agreement
FACT SHEET

Training

- **Field Training Officer Program**
 - New Field Training Coordinator position.
 - Field Trainee to be interviewed regarding quality of training.
 - Increased participation incentives for Field Training Officers (FTO)
 - Improved FTO selection and decertification procedures.
 - Anonymous FTO evaluations by Trainee Officers.
 - Post-training focus groups to review curriculum.
- **Academy and In-Service Training**
 - Expanded professionalism and ethics training.
 - Additional supervisory and command leadership training.
 - Specified requirements for transfer to a Training assignment.

Auditing and Review Systems

- **Integrity Tests**
 - Random or targeted tests, or “stings,” designed to identify personnel engaged in “at-risk” behavior
 - Measure compliance with Department directives and orders, and the terms of the Settlement Agreement.
- **Independent Monitor**
 - Selected jointly by the City and Plaintiffs’ attorneys.
 - Reports to Federal Court.
 - Oversees compliance with Agreement.
 - Issues quarterly public reports.
- **Compliance Unit**
 - Establishes single-point-of-contact with Independent Monitor.
 - Tracks Department implementation timelines and progress.
 - Facilitates the provision of documents and data to the Monitor.
 - Prepares a semi-annual compliance report.
- **Compliance Audits**
 - Institute new Department audit capacity.
 - Measure compliance with terms of Agreement.
 - Conduct compliance audits in six (6) specific areas.