



Updates to the Draft Recommendations

April 16, 2024

The following are changes made by the project team to the draft recommendations in preparation for the April 22 Social Justice & Equity Commission meeting.

Changes to the Draft Recommendations

1. In reviewing completed complaint investigations, the Police Auditor shall determine if each investigation meets the standard of being complete, thorough, *impartial*, and timely. The previous language had stated “fair,. The revision to “impartial” is intended to to mitigate subjectivity.
2. The City Manager’s Office will identify with the Auditor regular training and networking opportunities to further their professional development, including anti-bias training and immersive and/or experiential opportunities with marginalized and/or system-impacted community members.
3. The Auditor shall recuse themselves from review of any incident or investigation, or other matter where there is a conflict, or perceived conflict, that could impact the Auditor’s ability to be independent and impartial.
4. The Council will ensure there is another Auditor available to fulfill the auditing duties (and not create a delay in the system) for situations when the lead Auditor is not available.
5. Community Board members shall recuse themselves from consideration of any incident or other matter where there is a conflict, or perceived conflict, that could impact their ability to be independent in fulfilling their role.
6. The Auditor and Community Board can mutually agree to review more than one completed use of force investigation.

Implementation Considerations

Listed below are topics that have been raised in the comments and questions involving how the recommendations, if approved, would be put into practice by the City. While these items are not included in the policy-level recommendations, they are noted here to reflect what was heard from process participants and inform City staff of what to consider as specific procedures are being developed.

Transition to and Regular Assessment of a New System:

- Identify a timeline for recruiting the Police Auditor and Board members following City Council acceptance of the recommendations.
- Identify what the near-term, intermediate-term, and long-term projected results/effects of the oversight system, how the system will be assessed and who will be responsible for overseeing the annual assessment.

Community Board:

- Conduct ongoing recruitment to maintain seven active members.
- When recruiting for Board members, clearly communicate what can disqualify someone from meeting the necessary standards and background check for participation as a Board member.
- Be clear about the expected time commitment for serving as a Community Board member.
- Identify and communicate how community members can directly engage with the Community Board and Police Auditor.
- Outline procedures for how the regular (quarterly) meetings between the Police Auditor and Community Board would be held and facilitated, including:
 - How and when the Board receives information in advance of the regular meetings with the Auditor.
 - How cases of interest are selected and shared with the Board as learning opportunities.
- Identify how desired and required trainings will be determined for Board members, including when and how they will be offered for existing and newly appointed members.
- Articulate the relationship between the Social Justice & Equity Commission and the Community Board. An example includes whether the Community Board has a member designated from the Commission, and whether the two bodies maintain ongoing communication.

Civilian Police Auditor:

- In the Request for Proposal (RFP) process, consider how to recruit and discern candidates who is committed to continuing education and training and has current training, experience in, and/or an appreciation for understanding implicit bias, racial profiling, the lived experiences and perspectives of marginalized groups, and procedural justice principles.
- Explore a four-year term for the Auditor's contract, including annual reviews to determine if the Auditor is accomplishing their work plan, and meeting the expectations for their relationship with the Community Board, City Council, the City Manager's Office, and OPD.
- Include in the Auditor's responsibilities a commitment to continuing education that is in alignment with the Community Board so as to help foster a shared basis of understanding and common language for collaborating.
- Consider broadening training from only classroom-based to immersive and shared experiential opportunities with local community members.
- Identify how desired and required trainings will be determined for the Auditor.
- Clearly articulate and communicate the ways in which community members can engage directly with the Community Board and Police Auditor.
- Outline specifically the Community Board's roles and responsibilities in working with City Council in recruitment and selection of the Police Auditor.
- Identify methods by which to make the Police Auditor's reporting process more transparent.
- Identify how cases of interest are jointly selected and shared with the Board as learning opportunities.
- Outline a process for the Auditor to receive complaints and then transfer to OPD for investigation.
- Identify specific procedures for utilizing a secondary Auditor as needed, for example, if the lead Auditor needs to recuse themselves, is unavailable, or otherwise can't fulfill the full scope of their duties.

Olympia Police Department:

- Develop a public facing dashboard or other mechanism for tracking recommendations received from the Police Auditor, whether the recommendation will be implemented, a timeline for recommendations to be implemented, an explanation as to why any recommendation was rejected.
- Clarify ways that the Department's community engagement team can collaborate with the Police Auditor and Community Board to facilitate community outreach and education.
- Outline specifically the process steps for involving Community Representatives on CMIIT



investigations and/or internal Use of Force Boards.

- Ensure follow-up for community members who participate in hiring, promotion, and selection panels.
- Be committed to continuing education in and outside the region so as to learn from a broader set of experiences, expertise, and perspectives.
- Be committed to sharing our model for community involvement and oversight, and what we are learning through the development and implementation phases with other communities.
- Collect and share data on founded complaints (and other metrics to be identified) that can help later in assessing the effectiveness of the system.

Communication & Education:

- Ensure the Auditor and their work is visible, transparent, and accessible to the general public, and that they are understood to be independent from OPD in their auditing, receiving of complaints, and issuing findings and recommendations.
- Clearly articulate roles and responsibilities for communicating with the community, including for the Auditor, dedicated staff in the City Manager's Office, Board members, and OPD, and identify when that communication is better served independently or collaboratively.
- Conduct proactive outreach and follow-up with justice system-impacted individuals to ensure they know about and can readily access methods by which to, if needed, file complaints or voice concerns.
- Consider one site for all police oversight related information.
- Develop a glossary of terminology used regarding Olympia's police oversight system and processes.

