Meeting Notes Meeting # 10
3:00 – 4:00, Owyhee Room, EMU

1. Introductions (3 minutes) – All

2. Status of UO Police Department Authorization (5) – Doug and Brian
   Senate bill 405 passed
   Complaint mechanism is needed= the purpose of these meetings

   President reviewed and requested more work tasked to this committee
   Question: In what capacity are the institutions mentioned our peers? They are similar to the UO in organization and climate, but most have had police departments for many years.

4. Purpose and Work from now to November 2011 (10) – Brian; August 29, 2011 President Lariviere Letter
   Purpose of this group: create complaint resolution oversight committee including logistics/policies

5. Committee-Type Complaint Resolution Structure Details (30) – All
   Budget needs to be addressed
   Much of the logistics can be completed with existing staff
   President reported to have mentioned importance of this committee being fiscally responsible
   a. Scope of Authority
      i. Receive and respond to complaints involving the policies of the police department and the conduct of the police officers.
         Question: Are other personnel included? No, statute is intended for officers with oath.
      ii. Address those unable to file complaint: In custody death, mentally incompetent, etc.

1. Review the quality and outcome/actions of completed investigations of police misconduct allegations; and
2. Advise the police department leadership about policy development.
   Discussion involved:
   • What kinds of complaints would be sent to complaint resolution committee
   • At what point would complaint resolution committee be notified of complaints
   • Reports of types of complaints (policy, criminal allegations, misconduct) would be kept to address possible policy changes
   • Clarification will be needed for when complaints do not go to committee, e.g. if there is a criminal allegation, thus Professional Standards Office would not investigate.
   • Volume will be issue when deciding which complaints to review

b. Mission
   i. Utilizing a committee-type structure, provide a complaint resolution process that is accountable, culturally aligned to the campus community, equitable, transparent, understandable, accessible, representative of the campus population, and timely.
      1. “Culturally aligned to the campus community” means the complaint resolution system acknowledges and balances campus expectations for participation, disclosure and communication, as well as reflects the unique nature of the campus community as compared to the larger community.
   ii. Use existing internal administrative structures to facilitate the review of the quality of completed investigations.
      iii.

c. Structure
   i. Members – 6 members with 2 additional ex-officio participants
      i. Interest in having member with law degree
      ii. Importance of fair, accessible and transparent method for committee membership appointment
   iii. Staff – Staffed by Department of Public Safety
   iv. Voting?
iv. Quorum?

v. Sufficient discussion needed for voting and quorum requirements

vi-vii. Meetings
1. Meet on an as-needed basis as called by the chief of police or by the vice president responsible for the police department or by the vice president for student affairs

2. Voting member of the committee may request a meeting. The decision whether to call such a requested meeting is made by the police chief or by the vice president

3. Discuss how often to meet

4. Attendance requirements

   How many complaints to be reviewed per month was discussed – volume of complaints per year unknown.

viii-vi. Reports
1. Committee submits annual report to the President, to the vice president responsible for the Police Department, and to the Vice President for Student Affairs

   1. Regular reports from UO Police Department to the complaint resolution committee, discuss what will be included

   d. Membership

   i. Appointed by University President

   ii. Students – 2

   iii. Faculty – 1

   iv. Staff – 2

   v. University community at-large – 1

   vi. Ex-officio member(s) –

   e. Terms of Service

   i. Two-years each, with staggered terms after the first year.

       1. Example: Staff position #1 would serve two years and, for the first year only of the committee’s existence, staff position #2 would be a one-year term. Thereafter, staff position #2 would be for two-year terms. Same arrangement for faculty and student positions for the first year of the committee’s existence.
f. Complaint Process
   i. Complaint Intake
      1. Standard Complaint Form
      1. Complaints to be categorized, misconduct, policy, service
      2. Received through several possible channels: UO Police Department, UO Human Resources, or UO Student Affairs/Dean of Students. Police auditors office possibly codify that criminal allegations go to appropriate authority.
      3. Receiving office sends complaints to UO Police Department internal affairs/professional standards personnel
      4. Complaints copied to complaint resolution committee
         - Manager reports on conduct may also be sent to committee.
         - Concerns about efficiency of sending all complaints to complaint resolution committee initially, further discuss which complaints will be submitted and at what juncture in the process

   ii. Complaint Investigated by Police Department Professional Standards Office
   iii. Investigation results reported to the Complaint Resolution Committee and to the vice president responsible for the police department
   iv. Committee advises about the quality and outcome/actions of the investigation to the vice president and to the police chief
   v. Committee can appeal the results of the investigation to the University President, with notification to the vice president and to the police chief
vi. President may overturn or modify the police department’s internal findings and actions

g. Orientation and Training for Members
   i. Authority and role of complaint resolution committee
   ii. How the complaint resolution committee conducts its activities
   iii. Overview of UO Police Department
   iv. Summary of laws, rules, and policies governing work of UO Police Department

v. Typical activities of a UO police officer
   vi. Clarify: judge will determine guilt or innocence for actions
   vii. Employee confidentiality discipline issues

   Educating students regarding the changes in enforcement will be important.

   • Explore whether education is within scope of this committee
   • Important that there is sufficient training for committee members
   • Education – Complaint process needs to be effectively communicated to students

6. Next meeting (3) – All
   Action: Disseminate Report with 2010 statistics
   Action: Give new members minutes from previous meetings
   Action: Professional Standards Office Policies disseminated

6. Possibility of sub-committees to attack sections of agenda