



January 2006 • 7221 West Charleston, Las Vegas, Nevada, 89146 • 702-229-3422 • Professional Standards Division

IA Lieutenant's Corner

Lt. Karen Hughes: Valley District

Lt. Richard Colins: Central District

This data comes from the 2nd quarter for fiscal year 2005/2006. During this quarter, four officers on the current Sergeant's list participated in the newly developed TDY program for OIA. This was a 60 day TDY, however, due to actual promotions, none of the four completed all 60 days. All

exit critiques completed by the participants indicate that the program is a success and a valuable learning tool for new Sergeants. Because of this TDY program and some transfers, the first OIA standardized classroom training was completed with 14 officers in two days. Also during this quarter, new TDY personnel completed a secondary one on one training with their trainers. OIA also initiated partnering and liaison programs. Partners were paired on a case by case basis with OIA detectives responding to bureaus to assist in all aspects of the

investigation. Liaison Sergeants were assigned to each bureau case to reduce time and improve efficiency. OIA supervisors are observing and evaluating partnering and liaison programs to determine their effectiveness and make necessary adjustments. The OIA section manual has been updated to include entry and exit procedures for detective transferring in and out of OIA. The OIA manual covers everything from procedures to mandatory individual training. ¶

IA Citizen Complaints and Investigation Statistics

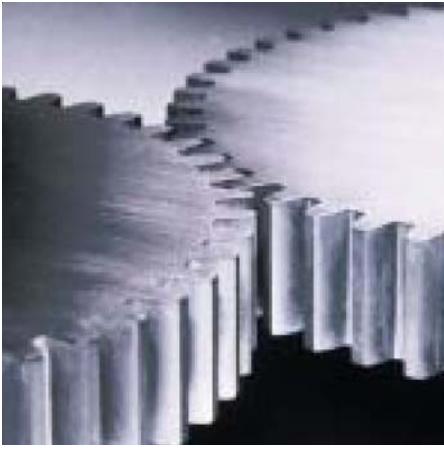
The information listed represents the number of allegations filed with OIA. The

new fiscal year began in July of 2005 along with the 1st quarter. The 2nd quarter is listed in the quarter measure box and the 1st and second quarters are combined in YTD Summary. 2nd quarter statistics are also compared to the 2nd quarter of last fiscal year and percentages are shown.

The most frequent allegations from citizens are:

- Interaction with the public
- Use Of Force
- Neglect of Duty
- Conduct
- Subpoena Service Dept. Members (Complaint comes from the court system)
- Warrantless Entry Pivot Property ¶

Complaints/Investigations	Quarter Measure	YTD Summary	Last Year	% from last Year
No. of Allegations Filed	390	768	420	-7%
No. of Allegations Investigated	185	384	167	11%
No. Sustained	61	130	48	27%
Percent Sustained	16%	17%	11%	



Labor Relations Report

Once an internal investigation is complete, it is the supervisor's responsibility to first review the IA file, and then consult with Labor Relations and his/her chain to determine the appropriate resolution.

Consultation between the employee's supervisor and Labor Relations includes several considerations in determining the appropriate handling of a case: (1) The Disciplinary Decision Guide ("Matrix"); (2) The employee's disciplinary history; and (3) Prior counselings/Contact Reports in the employee's SEPF. The chain's opinion as to the egregiousness of the misconduct and associated policy violations is also considered. All of these factors help to ensure a consistent, fair and appropriate resolution.

If discipline is determined to be appropriate (ie., a Written Reprimand or higher), and once the level of discipline, has been determined, the supervisor, with Labor Relations' assistance, prepares the Adjudication of Complaint (AOC) to be signed through the chain and served on the employee. The original,

signed AOC is sent to Labor Relations for placement in the employee's personnel file for the period of time specified in the Department's purging procedure. It is also the supervisor's responsibility to document the incident giving rise to the discipline and the level of discipline in a Contact Report. This Contact Report will also include a summary of the counseling/discussion the employee and supervisor had when presenting the AOC. This Contact Report is then placed in the supervisor's employee performance file (SEPF) to assist during the employee's annual evaluation process.



In those cases where the misconduct is determined to be minor in nature and/or correctable with training or counseling, corrective action in the form of a counseling between the employee and supervisor may occur, followed by documentation of this counseling in a Contact Report. Corrective action is not considered discipline and therefore, does not require an AOC and is not made a part of the employee's personnel file. When a Contact Report is determined to be the appropriate resolution of an internal investigation, Labor Relations

must receive a signed copy of the Contact Report to close out their files.

For the second quarter of FY2005-2006 (October 1 - December 31, 2005), the Department administered the following disciplinary actions:

Written Reprimands.....	18
Minor Suspensions	9
Major Suspensions	12
Demotions	1
Terminations/Resignations in Lieu of Termination/Pending Terminations	7

9

IA Tip of the Quarter



A part of the Professional Standards Division

Based upon the most common citizen complaints we would suggest that you become familiar with Metros Use of force policy, pursuit policy and the ECW policy. Make sure that use of force forms are completed when they are required and in a timely manner. If you believe or you are told a citizen is going to make a complaint, have you supervisor respond. If your immediate supervisor is not available have another supervisor respond and attempt to resolve the problem on the spot. Many complaints can be resolved when the complainant receives an explanation as to what a police officer can and cannot do. 9