

Cleveland Community Police Commission (CCPC)

Inspector Job Description Recommendations

(March 30, 2016)

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1. Job Description Recommendations

<p>Inspector General Position</p>	
<p>General Qualifications</p>	<p>1. <u>Independence and Autonomy</u></p> <ul style="list-style-type: none"> ● Free from personal or external impairments to independence. ● Maintain an independent attitude and appearance towards individuals, activities, groups, and organizations. ● No contractual / financial/ familial relationships with agencies IG will oversee that could alter outcome of work. ● No immediate family who are sworn law enforcement in Cleveland, Ohio ● Not a sworn law enforcement officer for at least 10 years prior to appointment. <i>(See San Jose, California, Independent Police Auditor Position Description)</i> <p>2. <u>Geographic/ Cultural Familiarity with Cleveland</u></p> <ul style="list-style-type: none"> ● Understand current vulnerabilities and special problems within CLE as well as anticipate future problems. ● Conscious of public concerns/expectations that are unique to CLE. ● Aware of the diverse character and culture of CLE neighborhoods. ● Willingness to conduct work and outreach outside of regular business hours.
<p>Areas of Competency & Skills</p>	<p>1. <u>Core Competencies</u></p> <ul style="list-style-type: none"> ● Personal and professional ethics ● Commitment to fairness and personal integrity ● Free from personal or external impairments to independence ● Interact and communicate effectively and courteously with people of diverse cultures and socio-economic backgrounds ● Establish effective and collaborative relationships ● Ability to build relationships and get work done through informal and formal channels ● Effective oral and written communicator to a wide audience <p>2. <u>Technical Skills, with a proven track record of:</u></p> <ul style="list-style-type: none"> ● Public management and supervision ● Effective planning ● Sensitivity to how organizations work

	<ul style="list-style-type: none"> ● Audits, inspections, reviews ● Investigation (e.g., ability to eliciting information from reluctant individuals, and to provide information in a clear and articulate manner; conducting detailed factual interviews with aggrieved individuals filing complaints, with friendly, neutral and adverse witnesses, with police officers and managers, and with experts such as medical practitioners, law enforcement trainers, crime lab personnel, etc.; writing clear, concise, well-organized and thorough investigative reports) ● Analysis of trends ● Economics ● Technology
<p>Education and Professional Experience</p>	<p>1. <u>Education/ Experience of IG</u></p> <ul style="list-style-type: none"> ● JD from an accredited Law School and University ● Lawyer in good standing, preferred but not required with the Ohio state bar ● 5 years minimum civil rights legal experience ● Civilian oversight of law enforcement experience: <ol style="list-style-type: none"> 1) Certified Practitioner of Oversight Credential <i>or</i> 2) Worked for NACOLE ● Bilingual strongly preferred ● Volunteers within the community <p>Familiarity and knowledge of:</p> <ul style="list-style-type: none"> ● Federal, state, and local civil and criminal law and procedure ● Police administration, organization, principles and related rules, laws, and regulations ● Administrative review of excessive and deadly use-of-force incidents ● Early Intervention Systems and Early Warning Systems ● Performance and compliance review and auditing principles and practices, data analysis and reporting methods ● Current trends and issues in law enforcement and 21st century police accountability
<p>Commitment to 21st century policing standards</p>	<p>1. <u>Carry out Reform Mandate</u></p> <ul style="list-style-type: none"> ● review CDP policies and practices to determine compliance with state and federal law, effectiveness, consistency with principles of bias-free and community policing and procedural justice; whether they promote public and officer safety, and whether they are achieving the goals of the Settlement Agreement

	<ul style="list-style-type: none"> ● develop specific recommendations for reform concerning policies, procedures, practices, training, and equipment to improve police services and accountability; ● modernize and widen the reach of the police complaint process while engendering the trust of the very officers who will be subject to those grievances. ● Expand, track, and assess use of force and misconduct data. ● Implement new data-collection policies aimed at evaluating racial bias in street and traffic stops.
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2. Questions and Concerns for Consideration

<p>Concern with regard to Chain of Command with IG in Consent Decree</p>	
	<p>Several Commissioners and public respondents at numerous meetings raised the following concern regarding the reporting authority as outlined in the Consent Decree. Let it be entered and reflected in the record here:</p> <p>To maintain independence and autonomy, the Inspector General should not report to the Police Chief because the IG’s mandate includes critiquing the Chief’s performance as a policy maker. Furthermore, the Chief would have authority over the IG’s appointment, performance evaluations, salary increases, and continued employment. Thus to avoid this issue, the IG should report to the Mayor and Council instead.</p> <p>Public respondents also proposed, if the position were to move forward with the existing chain of command, that the City and CDP should build in an opportunity for the community to interview the candidates and ask them questions.</p>
<p>Relationship to Other Civilian Oversight & Community-Police Entities</p>	
	<p>How will the Inspector General relate to the:</p> <p>(a) Police Review Board, (b) Office of Professional Standards, and</p>

	<p>(c) Cleveland Community Police Commission?</p> <p>A prospective, draft organizational or relational chart in terms of authority and work will be helpful for delineating the IG position and each entity. Future IG candidates will likely raise these same organizational questions, so this needs to be thoroughly and clearly explained for all involved.</p>
Inspector General Budget	
	Will the IG have the ability to establish the budget upon arrival? Or, has a budget already been established with delineated priority areas?

3. Supplementary Position Description Suggestions

Staff of the Inspector General	
	<p>The CCPC raised the importance of the IG having the ability to hire their own staff to bring in new ideas and fresh perspectives in extremely sensitive areas. Below are suggested criteria for staff hires.</p> <ul style="list-style-type: none"> ● A Bachelor of Arts/Science or an equivalent degree. Master’s degree, Juris Doctorate, or PhD. ● Preferably includes: women, persons of color, members of the LGBT community. ● Familiarity with CLE. ● Free from COI that could affect impartiality and confidentiality in investigation. ● 4 years Community Outreach and Civil Rights experience ● 4 years Experiences in oversight of governmental agencies ● Strong passion for community relations and outreach with the ability to build strong, yet independent working relationships with a wide array of constituents and community representatives particularly, experience working with multicultural/ethnic communities.

4. General References & Resources

- A link to the Association of Inspectors General's website:
www.inspectorsgeneral.org. This is the professional organization for inspectors general across the country. Mr. Buchner knows the executive director, has attended their training, and thinks that's a very reputable organization.
- The AIG has also put together a set of principles and standards for IG offices. They call it the "Green Book," and the link to it is here:
<http://inspectorsgeneral.org/files/2014/11/AIG-Principles-and-Standards-May-2014-Revision-2.pdf>
- NACOLE developed recommended qualifications for oversight executives. Link: <https://nacole.org/resources/qualification-standards-for-oversight-agencies/>. The actual document is provided as an Addenda with this set of CCPC Recommendations.

5. Addendum

- NACOLE, "Qualification Standards for Oversight Practitioners"