When a disagreement arises between the Chief Administrator of the Civilian Office of Police Accountability (COPA) and the Superintendent of Police over the recommended discipline of a police officer, the Municipal Code of Chicago provides that the Police Board designate one of its members to resolve the disagreement. Below is a summary of the process required by the Municipal Code.

**Disagreement between the Chief Administrator and the Superintendent**

1. The Chief Administrator of COPA issues a recommendation of discipline.
2. The Superintendent must respond within 60 days (upon Supt’s request, may be extended to 90 days).
3. If the Supt proposes no discipline or less discipline, a written response with an explanation is required.
4. CA and Supt must meet within 10 business days to discuss the Supt’s response.
5. If no agreement after meeting, the CA sends the matter to one member of the Police Board within 5 business days.

**Review by One Member of the Police Board**

1. One member of the Police Board is randomly selected to conduct the review.
2. Within 10 business days, Board member reviews the CA’s recommendation, Supt’s response, and the CA’s objections.
3. Board member may request additional documentation or arguments.
4. Board member decides whether the Supt met the burden to overcome CA’s recommendation.
5. Decision announced at next Police Board public meeting, and then posted on PB website.

The Board member who conducts the review will determine whether the Superintendent met the burden of overcoming the Chief Administrator’s recommendation.

- If the Superintendent does not meet this burden, the Chief Administrator’s recommendation shall be deemed accepted by the Superintendent; if the recommendation is to discharge the officer from the Chicago Police Department, a case is to be filed for hearing and consideration by the full Police Board.
- If the Superintendent meets this burden, the Superintendent’s response shall be implemented.

The Board member who conducts the review must recuse her/himself from any future involvement with the case by the full Police Board.

See Section 2-78-130 of the Municipal Code of Chicago and Article VI of the Police Board’s Rules of Procedure for more information on the review process.

For information about the Police Board visit [www.ChicagoPoliceBoard.org](http://www.ChicagoPoliceBoard.org)

16 July 2018