



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 19, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-01 Community Advisory Council

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Dowell asked for the names of who sits on the oversight council/community advisory group.

The following is a list of COPA's Community Advisory Council:

COPA'S Community Advisory Council (CAC) serves as one method of communication and feedback between Chicago's communities and the agency. The CAC members provide the agency an opportunity to hear directly from residents on the impact of the agency's work on City residents.

- Dr. Byron T. Brazier – *Pastor*, Apostolic Church of God
- Emmett Farmer – *Affected Family Member*
- Dean Creasie Finney Hairston – *Dean and Professor*, University of Illinois Chicago – Jane Addams College of Social Work
- Rev. Dr. Johnny Miller – *Pastor*, Mt. Vernon Baptist Church
- Atty. Steve Saltzman – *Civil Rights Attorney*
- Richard Wooten – *Founder*, Gathering Point Community Council & Former Chicago Police Officer
- Remel Terry – *2nd Vice President*, NAACP Westside
- Dwayne Bryant – *Founder & CEO*, Inner Vision International & Author of "About The Stop"
- Ramon Estrada – *General Counsel*, Chicago Housing Authority

CAC members are leaders within their communities and are interested and invested in improving police accountability in Chicago. Members attend quarterly CAC meetings, as well as other events, as



CITY OF CHICAGO



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

appropriate. CAC members can be nominated by current members or by the public to COPA's Public Affairs Section.

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 19, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-02 Community Oversight Feedback to Public Safety Council

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Osterman asked to provide feedback from community oversight to public safety council members.

COPA appreciates the request from the City Council. COPA recently received the recommendations from the working group on 6 policies. COPA will then revise the policies as appropriate and respond to the recommendations. In the interest of maintaining the fidelity of the process, COPA will share both recommendations and its responses with City Council when they are submitted to the Independent Monitoring Team (IMT) for compliance assessment and posted on COPA's website for Public Comment.

Please see the attached document.

As always, please let me know if you have any further questions.



COMMUNITY POLICY REVIEW WORKING GROUP

STATEMENT OF PURPOSE

The Working Group's purpose is to review COPA's Consent Decree-required policies to ensure COPA operates in a manner that promotes constitutional policing and a robust police accountability process via investigative operations worthy of both community and CPD trust. The Working Group will also help ensure COPA's adherence to our core values of timeliness, independence, transparency, and integrity.

For each policy it provides, COPA will ask the Working Group to opine and offer feedback in the form of recommendations on whether the policy is: 1) likely to achieve its intended purpose, 2) objective and fair in application, 3) void of barriers to access, 4) accessible to persons with disabilities, undocumented, and non-English speaking, etc. 5) void of bias, especially to persons of protected classes, and 6) consistent with COPA's core values of timeliness, independence, transparent and integrity. The foregoing is not exclusive and the Working Group may offer additional comments and recommendations on a given policy.

MEMBERS

Judge Patricia Banks (Chair) retired from Cook County's Circuit Court after 22 years of service. Prior to her appointment as the founding Presiding Judge of the Elder Law and Miscellaneous Remedies Division she was assigned to the Domestic Relations and Law Divisions and served in an oversight role on the Court's Executive Committee. Judge Banks was recruited by the mayor to serve as Interim Chief Administrator of COPA, a position she filled for six months. She has assumed many leadership positions involving policy and best practices and holds several certifications in mediation. Continuing to be a staunch advocate for the elderly, Judge Banks currently sits on the Board of Directors of the AARP Foundation and continues to facilitate workshops and publish articles on elder law and elder care issues.

Dwayne Bryant is the founder and CEO of Inner Vision International and the author of *The Stop*. He holds dual degrees in Business Finance and International Business. Mr. Bryant has been featured on major television networks and radio outlets, offering insight into improving police and

Updated November, 2020

community relations. He partners with academic institutions to provide training that promotes character development, social emotional learning and life management skills. Mr. Bryant is also a COPA Advisory Council member. His captivating presentation style and the positive change that he promotes has earned Mr. Bryant international recognition.

Ellen Craig, a former Commissioner with the Illinois Executive Ethics Commission, is an attorney who sits on the Board of directors for the Chicago Appleseed Fund for Justice, the Environmental Law and Policy Center, and the Metropolitan Planning Council. She is a member of the Chicago Council of Lawyers and the Chicago Network and has served as Chair of the Illinois Commerce Commission and Deputy Chief of Staff to Governor Thompson. Ms. Craig is currently an advisor to Enovation Partners and a consultant specializing in energy and regulatory law and policy. She is also President Emeritus of Beyond Legal Aid, an organization that works to unite lawyers and activists to help underserved communities access justice and pursue social change.

Larry Dean is the Director of the Youth Safety Advisory Council of Mikva Challenge. He has a bachelor's degree in African American Studies. Mr. Dean is an active member of the community, addressing issues of homelessness and mental health and promoting political education and participation amongst Chicago's residents. He dedicates his time to providing guidance and development to the city's youth, recently leading a group who created recommendations to include the youth perspective in the Chicago Police Department's programming and policies. The Mikva Challenge moves to empower youth to become engaged and active citizens, offering opportunities for young people to become involved in democracy through programs such as virtual campaign fairs, the National Youth Issues Summit and a voter education and ballot party. Mr. Dean also collaborates with community partners to implement restorative justice alternatives for juveniles.

Pastor Steve Epting, Sr., a minister of 25 years, is Pastor at Hope Community Church on Chicago's westside. He has a bachelor's degree in Law Enforcement Administration and a Master's in Criminal Justice. Under his leadership, Hope Community Church has expanded their food pantry program, and operates a summer and afterschool program for the city's youth. In addition to a house of worship and medical center in Liberia in Africa, Pastor Epting leads a community organization in Austin that addresses the physical, emotional, educational, economic, and social needs of area residents. He has spent over two decades working in community corrections and non-profits.

Emmett Farmer is an activist with the Chicago Alliance Against Racial & Political Repression and a member of COPA's Advisory Council. He is also the father of a man who died in an officer-involved shooting with the Chicago Police Department in 2011 that was later determined to be unjustified by the Independent Police Review Authority. He has become a voice for social change, working toward the dismantling of institutional racism, participating in International Human Rights Day events here in the city. Mr. Farmer is a licensed life and health insurance professional, specializing in Medicare plans for seniors. He also provides education within the community to help people become financially independent.

Creasie Finney-Hairston, PhD is a Dean, Professor, and Director at Jane Addams Center for Social Policy and Research at the University of Illinois at Chicago. Her research includes an

Updated November, 2020

investigation into the impact of incarceration and community reentry on families and children. She has authored several publications relative to social service needs of families with incarcerated parents. Dean Finney-Hairston is the editor of the Journal of Offender Rehabilitation. She has dedicated her career to providing a high-quality academic experience that prepares students to identify social issues including equal justice and systemic racism and gives them the tools to be agents of change in society.

Deborah Harrington is CEO of the Harrington Group, an organization dedicated to the advancement of justice reform and racial equality. She obtained her bachelor's degree in Anthropology and explored post-graduate studies in West Africa. Ms. Harrington is involved in policy at local, state and federal levels and is an appointee of the National Council on Foundation's Public Policy Advisory Group. She served the state for over 20 years working at the Departments of Employment Security, Public Aid and Human Services. Ms. Harrington's community service includes work as an organizer, a fair housing auditor and one of the city's first community policing facilitators.

Pastor Chris Harris leads Bright Star Church in the Bronzeville community on the city's southside. He has ministered in over 24 countries singing gospel and jazz music. Pastor Harris has created Bright Start Community Outreach, a program dedicated to Chicago's youth and families. After surveying neighborhoods to determine their specific needs, the program uses faith and community leaders as trauma counselors and includes support services to promote social and economic growth. He has successfully garnered grants and other funding sources to collaborate with organizations to impact the devastation caused by violence in our communities. In addition to positions in several other community groups, Pastor Harris has served as President of the 4th Ward and Cook County Clergy Coalitions.

Mia Harris is the project lead with the Office of Community Education Partnerships at Northwestern University. She holds a bachelor's degree in Biology and is an LLM candidate. Her research includes analysis of the educational and financial disparities amongst Chicagoans. Ms. Harris is a liaison between non-profits, government agencies, public schools and corporations. Her efforts aim to improve library-based programming and increase digital literacy in public school systems. She recently co-led a group of 25 Chicago youth as they analyzed city policies resulting in ten recommendations that were presented to the mayor.

Jen McGowan-Tomke is the Chief Operating Officer of NAMI Chicago. Ms. McGowan-Tomke oversees all daily operations of NAMI Chicago, building processes and policies, and ensuring stability and growth. Ms. McGowan-Tomke also leads NAMI Chicago's legislative advocacy and provides key support for NAMI Chicago's role in the Williams Consent Decree. Ms. McGowan-Tomke is one of Chicago's experts on the relationship between mental health and insurance coverage, as well as the impact of individual mental health within the criminal court system. She served as co-chair of the Illinois Mental Health Task Force for Youth Mental Health, which focused on youth diversion from the criminal court system and early mental health intervention and continues to advocate for the implementation of the Task Force recommendations.

Channyn Lynne Parker is Director of Strategic Partnerships for Howard Brown Health Center. She serves the community as a public speaker and human rights advocate. She has managed the Broadway Youth Center's Development Program and the Chicago House Social Services Agency's TransLife Project. Ms. Parker is the first openly transgender woman with populations in protective custody at the Cook County Department of Corrections. She has addressed audiences at the White House and the Chicago Women's March, receiving many awards for her advocacy. Ms. Parker currently sits on the Board of Directors for Equality Illinois.

Carlos Rivas Jr. (co-Chair) is an Alumni Support & External Affairs Manager at UIC College Prep operated by the Noble Network of Charter Schools. There, he coaches alumni counselors, former students and parents as they navigate academia beyond high school. He is also an instructor at Harold Washington College. Mr. Rivas has a Doctorate in Educational Administration and Foundations, Master's Degrees in Educational Leadership and Teaching, and a bachelor's degree in Government and Spanish. Having worked within academic settings for over 15 years, Mr. Rivas has contributed to significant and consistent increases in graduation rates for high school students and alumni. He is also a proud and active community member of the Humboldt Park neighborhood.

Steven Saltzman, an attorney with a career spanning nearly five decades, represents clients in civil rights matters including those related to employment, disability, housing discrimination and police abuse. He is a member of the Federal Defender Panel and a Hearing Officer for the Chicago Commission on Human Rights. As a member of the National Lawyers Guild, Mr. Saltzman has provided extensive legal support to political activists since 1972. He also holds a seat on COPA's Advisory Council. Mr. Saltzman spent his childhood in Ohio but has lived in Chicago for nearly 40 years.

Remel Terry, a native of Chicago's westside, is the 2nd Vice-President and Political Action Committee Chair of Chicago's Westside Branch of the NAACP. This group participated in filing a historic class action suit seeking court oversight of Chicago Police Department operations on behalf of thousands of people. Ms. Terry received her bachelor's degree in Aviation Administration. Committed to the advancement of the Black community, she endeavors to eradicate racial disparities. She has worked with many organizations regarding issues of inequity in legislation and enforcement, economic advancement, education, healthcare, affordable housing, and political action. Ms. Terry is also a member of COPA's Advisory Council.

Sidney Thomas (co-Chair) is an LGBTQ community member, clinical social worker, and advocate of persons with mental disabilities and other trauma-impacted individuals. He has spent his entire career working toward greater healthcare access for all, becoming involved with HIV/AIDS issues, the implementation of Medicaid expansion in metropolitan Chicago and mental-health issues. He has a bachelor's degree in Sociology and a master's degree in Social Work. His efforts have been to highlight the needs of the most vulnerable members of society and obtain necessary public healthcare and education in underserved communities. Mr. Thomas is currently an independent healthcare consultant. He was recently named by Cook County Board President Toni Preckwinkle as one of only five nominees to the governing board of Cook County Health and

Updated November, 2020

Hospital Systems. A member of the American Public Health Association, Mr. Thomas is also treasurer on the boards of the Chicago Black Gay Men's Caucus, the Public Health institute of Chicago and Quality of Life, an organization that ensures the proper allocation of funds to HIV service groups.

Richard Wooten, a decorated U.S. soldier and retired police officer, holds a bachelor's degree in Law Enforcement. In addition to membership in several civic and social organizations, Mr. Wooten is a pastor, a member of the Chicago Police Accountability Task Force, and concerning COPA, he was part of the Chief Administrator Exploratory Committee and is a Community Advisory Council Member. Mr. Wooten operates a security training company. He is also the founder of the Gathering Point Community Council, a nonprofit helping build strong communities that support families and encourage at risk youth.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 19, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-03 Complaints Still Open From This Year

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Osterman asked how many complaints from this year are still open (also included are numbers from the summer unrest).

Complaints and Notifications Under COPA Jurisdiction 1/1/2020 - 10/31/2020	
Open Cases	929
Closed Cases	657
Total Cases	1586

Complaints and Notifications Under COPA Jurisdiction 5/16/2020 - 11/9/2020	
Open Cases	656
Closed Cases	312
Total Cases	968



CITY OF CHICAGO



As always, please let me know if you have any further questions.



CITY OF CHICAGO



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 19, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-04 COPA Recommendations From Summer Unrest

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Osterman asked COPA for their recommendations to CPD from summer unrest.

Please see the attached document.

As always, please let me know if you have any further questions.



August 7, 2020

Superintendent David Brown
Chicago Police Department
3510 S. Michigan Ave.
Chicago, Illinois 60653

Dear Superintendent Brown:

The Civilian Office of Police Accountability (COPA) received more than 450 protest related complaints of Chicago Police Department (Department) member misconduct following the protests that arose on the heels of the tragic death of George Floyd and the later protest in Grant Park. To date, more than 200 complaints have been identified as within COPA's jurisdiction, referring the majority of complaints received to the Department's Bureau of Internal Affairs.

Early investigative results at COPA have uncovered problematic operational practices in the Department's response to both the initial George Floyd protests in late May and early June, as well as the subsequent demonstrations last month, highlighted by the protests at the Christopher Columbus statute in Grant Park on July 17th.

Several consistent investigative challenges and reoccurring themes have emerged during COPA's intake, assignment, and investigation of these matters. Accordingly, I wanted to take the unusual step of bringing our concerns to your immediate attention prior to the conclusion of our investigative efforts. Below is a high-level overview of some issues that are particularly prevalent in the investigation of these matters:

- **Inadequate Department Documentation**

- A single RD number was used for the vast majority of all protest-related arrests during the May 29th weekend. This practice thwarts meaningful supervisory oversight of members' actions as well as the sufficiency of an arrest.
- Tactical Response Reports (TRRs) were not completed in the vast majority of use of force incidents. Not only does this present an accountability concern from COPA's perspective, it also creates a compliance concern for the Department. The absence of such important documentation regarding the use of force renders the Department's Force Review Unit unable to evaluate ongoing compliance with use of force directives. Furthermore, the lack of TRRs leaves supervisory Department members unable to evaluate the conduct of members under their command.
- Attendance and Assignment Sheets were used inconsistently. In many instances, handwritten "211s" provide the only documentation of members assigned to work a particular shift and/or area, creating challenges in identifying members involved in several use of force incidents as well as officer safety issues.



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

INTEGRITY • TRANSPARENCY • INDEPENDENCE • TIMELINESS

- **Body-Worn Cameras**

- The absence and inconsistent use and activation of Body-Worn Cameras (BWCs) during mass-protest encounters.
- There was often insufficient time for BWCs to be re-charged between shifts, leaving members with non-functional equipment during encounters with civilians that, according to Department directives, should have been captured.
- While all indications are that Special Order 03-14 was in effect and applicable to BWC use during the protests, clear guidance from supervisory and command staff was lacking. Anecdotal evidence suggests that many members were unclear as to BWC use and activation expectations.
- Inconsistent recordkeeping relative to BWC footage uploaded to *Evidence.com*, exacerbated by already inadequate documentation noted above, compounded challenges related to incident and member identification in the investigation of misconduct complaints.

- **Uniform and Equipment Issues**

- Obstruction of members' names and/or star numbers was prevalent and impeded identification of accused and involved members.
- Officers' sharing of equipment (such as riot helmets) impeded identification efforts by COPA and the Department.

- **Excessive Baton Use**

- Excessive baton use was the most prevalent form of unnecessary use of force alleged in protest-related complaints. Members who COPA has interviewed regarding these complaints seemed to lack clarity regarding Department directives on proper baton use.

- **Lack of Candor and Failure to Report Misconduct**

- Identification of accused and involved members has presented the largest investigative challenge in protest – related cases. Although many of these incidents were captured on video and have been widely circulated in both social and traditional media, members have not come forward to identify themselves or their fellow members in any of these investigations.

- **Officer Wellness**

- Several COPA investigations have highlighted the excessive number of hours and shifts worked during the protests. While there was an overwhelming public safety interest in maintaining a law enforcement presence on the street during the protests, in many instances, lack of sleep, stress, and other similar factors directly influenced member conduct.

COPA will review all evidence related to complaints received in a consistent and objective manner and recommend appropriate administrative action upon the conclusion of each investigation. However, as Chicago's civilian police oversight body, COPA must bring the important matters described above to your immediate attention in an effort to avoid unnecessary risk to both member and public safety.



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

INTEGRITY • TRANSPARENCY • INDEPENDENCE • TIMELINESS

COPA is ready and able to offer additional information to assist the Department in identifying and remedying these issues as our investigations proceed. In addition to preserving safety, addressing these matters promptly will improve future accountability efforts and support continuing efforts to increase public trust in our public institutions.

I appreciate your attention to these matters and look forward to your response.

Sincerely,

Sydney R. Roberts
Chief Administrator

cc: Eric Carter, First Deputy Superintendent
Dana O'Malley, General Counsel (CPD)
Karen Konow, Chief, Bureau of Internal Affairs
Maggie Hickey, Independent Monitor
Kevin Connor, General Counsel (COPA)



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor’s Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-05 0140 Vendors

The following information is provided in response to questions posed at our department’s hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderwoman Hairston asked for list of 0140 vendors.

COPA Vendors	Status	Use	Vendor Certifications
Arrow Messenger Service, Inc.	City Of Chicago Vendor/Contractor		WBE
Bridges Court Reporting	City Of Chicago Vendor/Contractor		
Canon Solutions America Inc	City Of Chicago Vendor/Contractor		
Carminati Consulting	WBE	Consent Decree Consulting Services	WBE
CDW Government, LLC.	City Of Chicago Vendor/Contractor		
CIOX Health, LLLC.	City Of Chicago Vendor/Contractor		
Comcast	City Of Chicago Vendor/Contractor		
Cotsirilos, Tighe, Streicker, Poulos & Campbell, LTD	Copa Vendor		
Dana K Ziering	Copa Vendor		

Daniel Nielsen	Copa Vendor		
Fifth Third Bank National Association	Copa Vendor		
Hillard Heintze LLC	Copa Vendor	Consent Decree Consulting Services	
Illinois State Toll Highway Authority	State Of Illinois Vendor	Tollway Services	
Jensen Hughes Inc	Copa Vendor	Consent Decree Consulting Services	
Language Line Solutions Inc.	Copa Vendor	Translation Services	
Lexis-Nexis	Copa Vendor		
Midwest Medical Records Association	Copa Vendor		
Midwest Roi	Copa Vendor		
Monster Worldwide Inc.	Copa Vendor		
NACOLE Association For Civilian	Copa Vendor	Training And Professional Development	
Open Text Inc	Copa Vendor		
Pacer Service Center	Copa Vendor		
Page Vault Inc	Copa Vendor		
Public Agency Training Council	Copa Vendor	Training And Professional Development	
R-4 Services, LLC.	City Of Chicago Vendor/Contractor	Storage Services	
Record Connect Inc	Copa Vendor		
SDI Presence LLC	Copa Vendor		MBE
Thomson Reuters - West	Copa Vendor		
Tonja R. Jennings Bowman	Copa Vendor		
Yourmembership.Com Inc			

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-06 Video Release Policy

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Hairston asked for COPA's video release policy.

Please see the attached document(s).

As always, please let me know if you have any further questions.

Unit: Investigations, Legal & Public Affairs		Number: 2.1.2
Title: Transparency Initiatives		Supersedes: 2.1.2 (eff. 2018)
Effective Date: 8/19/2019	Revision Date: 8/19/2019	Page 1 of 5

2.1.2 Transparency Initiatives

PURPOSE

The purpose of this policy is to document COPA’s compliance with the City of Chicago Video Release Policy (VRP). This policy also explains that COPA may release information related to incidents not covered under the VRP.

EMPLOYEES AFFECTED

This policy affects all COPA employees. To the extent that COPA employees are covered by a Collective Bargaining Agreement, this policy does not override applicable contractual provisions.

RELATED INFORMATION

- City of Chicago Video Release Policy (VRP) (*see* Chicago Police Accountability Task Force (PATF) Report)¹
- Illinois Freedom of Information Act, 5 ILCS 140/1 et seq.
- COPA Policy §2.1.3 Public Reporting

This space intentionally left blank.

¹ https://chicagopatf.org/wp-content/uploads/2016/04/PATF_Final_Report_4_13_16-1.pdf

DEFINITIONS

Term	Meaning
Applicable Incidents	<p>The Chicago Video Release Policy (VRP) encompasses the following types of incidents:</p> <ul style="list-style-type: none">• Those in which a Chicago Police Department (Department) member discharges a firearm in a manner that strikes, or potentially could strike, another individual, even if no allegation of misconduct is made;• Those in which a Department member discharges a Taser or stun gun in a manner that strikes another individual and results in death or great bodily harm; and• Those in which, as a result of the use of force by a Department member, the death of, or great bodily harm to, a person occurs while that person is in police custody.
Materials	<p>The VRP requires the public release of the following items that relate to any Applicable Incident:</p> <ul style="list-style-type: none">• All video and audio recordings relating to the Applicable Incident, including those of: 911 calls; Office of Emergency Management and Communications (OEMC) dispatches; Department radio transmissions; Department vehicle and body-worn cameras; and OEMC POD cameras.• Any video or audio recordings made using cameras or equipment not owned or controlled by the City that come into the possession or control of the Department or COPA.<ul style="list-style-type: none">• Any arrest reports, original case incident reports, Tactical Response/Battery Reports.

POLICIES

1. COPA will make public the results of its investigations by publishing a Summary Report of Investigation (SRI). *See* COPA Policy § 2.1.3 Public Reporting Policy.
2. In many cases, COPA is prohibited from releasing information related to ongoing investigations. However, in some instances COPA may release information of public interest even if administrative or criminal investigations remain pending. Specifically, COPA complies with the VRP. COPA also maintains that, at the discretion of the Chief Administrator, it may release information related to incidents not specifically covered under the VRP.
3. COPA will release as much information as legally permissible in order to build public trust and strengthen police accountability.

4. Incidents covered by the VRP:

a. Releasing Information

- i. Initial Release:** Any information covered by the VRP shall be released to the public no more than sixty (60) calendar days from the date of the Applicable Incident unless the Chief Administrator, the United States Attorney for the Northern District of Illinois, the Cook County State’s Attorney, the Illinois Attorney General, or another federal, state, county or local law enforcement agency requests that the release be delayed for a period not to exceed thirty (30) calendar days.
- ii. Supplemental Releases:** Where any video or audio recording covered by this policy comes into the possession of the City after the date of the Applicable Incident, it shall be released to the public no more than sixty (60) days after coming into the possession of the City—if simultaneous release with the other information is not possible.
- iii. Early Release:** If the Chief Administrator determines that an incident is of critical importance and the release of the information related to the incident will not impede or negatively impact the investigation, COPA may make some information available as soon as practicable before sixty (60) days have passed since the date of the Applicable Incident, or the date the information came into the possession of the City or COPA, whichever is later.
- iv.** All Information related to Applicable Incidents and those incidents not covered under the VRP that the Chief Administrator deems to be of great public interest shall be accessible on the COPA website.

b. Notifying Affected Parties

- i.** Prior to the release of the information, COPA will:

 - 1. Attempt to notify any subject(s) depicted in any video recording, (or the subject’s legal representative or next of kin) of the scheduled release of such video on the COPA website, and
 - 2. Offer to show such subject, legal representative, or next of kin the video recording(s), and/or play any related audio, in advance of its public release on the COPA website.
- c.** Meetings: To ensure that all cases covered by the VRP and those of particular public interest are released on the COPA website in a timely manner, COPA employees in the Investigative, IT, Legal, and/or Public Affairs Units will conduct the following periodic meetings to discuss incidents subject to this Policy.

 - i.** Weekly COPA internal meetings to discuss status of pending release efforts, as well as reviewed of any cases flagged for follow-up and potential inclusion for release.
 - ii.** Weekly calls to other City stakeholders or external law enforcement partners to discuss:

 - 1. Status and timelines for release.

2. Potential restrictions on release.
3. Scope of Materials identified for release.

5. Incidents not included in the Video Release Policy:

- a. COPA may release information related to incidents not specifically covered by the VRP. Any release of information implemented at the discretion of the Chief Administrator must comply with applicable law and Collective Bargaining Agreements to which the City is a party.
- b. Specifically, in determining whether and when to release information, the Chief Administrator shall consider the public interest versus the investigative needs of the agency.

EXCEPTIONS

N/A

FORMS

N/A

This space intentionally left blank.



VIDEO RELEASE POLICY - ROLES AND RESPONSIBILITIES¹

Effective Date: December 16, 2019

I. Purpose:

- A. To guide COPA staff regarding roles and responsibilities related to compliance with the City of Chicago's Video Release Policy (VRP).
- B. To promote Transparency - an essential core value, while minimizing adverse impact on any ongoing criminal or administrative investigation.
- C. To ensure ongoing compliance:
 - 1) Following the 60-day VRP release deadline; and,
 - 2) With obligations to supplement postings with materials qualifying for release.

II. Definitions:

- A. **DCT:** The Deputy Chief responsible for Transparency. The DCT leads COPA's VRP Team and exercises final authority for releasing Transparency material.
- B. **IRT (Investigative Response Team):** A CPD investigative unit tasked with conducting all investigations of underlying and surrounding crimes in instances where a CPD member discharges a firearm in the direction of a person, as well as other OID incidents.
- C. **Transparency:** A COPA core value encompassing our commitment to share information about our work to the greatest extent possible while preserving investigative integrity. For purposes of this Policy, use of the term "Transparency" is specific to COPA efforts to post materials to the web portal pursuant to the VRP.
- D. **VRP Team:** Led by the DCT, primary members are responsible for identifying and processing case materials for posting to COPA's web portal pursuant to the VRP with support and guidance from secondary members.
 - 1) **Primary Member Responsibility:**
 - a) Deputy Chief for Transparency - Leads VRP Team. His or her authority may be delegated to a designee on a case by case basis by written delegation of authority;

¹ These Guidelines are intended solely to effectuate the requirements of COPA Policy 2.1.2 and do not in any way replace or override that Policy.

- b) Digital Forensic Analyst - Edits audio and video material and posts to case portal;
 - c) Assigned Paralegal - Edits audio, issues subpoenas to City's Department of Law;
 - d) Assigned Public Affairs Case Liaison - Liaises with subjects, representatives, and family members and fields media inquiries;
 - e) Assigned Supervising Investigator (ASI) - Identifies and submits transparency materials to DCT; and,
 - f) Assigned Investigator (AI) - Acquires, identifies & submits transparency materials to DCT through ASI.
- 2) **Secondary Member Responsibility:**
- a) Assigned Deputy Chief of Investigations (ADCI) - Oversees acquisition, identification & submission of transparency material to DCT;
 - b) General Counsel (or his or her designee) (GC) - Advises VRP Team regarding COPA's VRP compliance obligations.
 - c) Public Information Officer (PIO) - Oversees coordination with impacted parties and media communications; and,
 - d) Quality Analyst - Reviews Index and confirms materials listed therein are identified on Case Portal.

III. Procedures - New Releases:

A. The DCT shall notify all primary and secondary members by email of the inclusion of a case in which material will be released pursuant to the VRP (Par. III (A)). The Notice shall state a posting deadline for all materials qualifying for release pursuant to the VRP (Par. III (B)).

- 1) Notice of upcoming releases is sent weekly and may include summary case details (*internal review only*) and a list of items to be released pursuant to the process described in this Guideline.
- 2) The weekly Notice is also sent to other City agencies and external law enforcement and prosecutorial agencies who may have an interest in the impending release.

Note: Release of materials under the VRP must be done in a neutral fashion - *i.e.*, whether misconduct occurred does not dictate whether case material qualifies for release and COPA does not editorialize regarding its postings. Only the PIO or his/her designee may issue a communication related to a posting.

- 3) The DCT shall also indicate that case material is subject to release via the Transparency feature within CMS.

B. The AI is primarily responsible for requesting, acquiring, and reviewing all case materials, including items specifically identified in VRP Par. III (B) which includes:

- 1) All Incident - related audio and video material including 911 call tape, OEMC dispatch recordings, CPD radio calls, video and audio from CPD dash and BWC and video from CPD and OEMC POD cameras;
- 2) All video or audio material from non-City owned or controlled cameras and equipment that is acquired by CPD or COPA; and,
- 3) All Arrest Reports, Original Case Incident Reports, Tactical Response Reports (TRRs), and Officer's Battery Reports (OBRs).

Note: The AI and ASI shall exercise all necessary diligence in pursuing and obtaining all material in the City's possession that may qualify for release pursuant to the VRP. The AI and ASI shall immediately notify the ADCI and DCT of any concerns regarding the denial of access to or delay in receipt of any material.

C. Upon the DCT's notice, the AI shall create an Index of items qualifying for release.

- 1) Materials qualifying for release include all Incident-related items relevant to a member's use of force, which includes, without limitation, the following:
 - a) All audio or video material related to the circumstances that gave rise to the member's use of force, including the incident itself and its immediate aftermath thru the securing of the incident scene; and,
 - b) All Arrest Reports, Original Case Incident Reports, TRRs, and OBRs related to the member's use of force must be included in the release.
- 2) The Index prepared by the AI must include the following:
 - a) Detail sufficient to identify each digital media file, including file name, assigned Department member (for BWC, etc.), Beat or vehicle identifiers (for in-car camera), POD number and location, Department facility identifiers and interior and exterior location, source and location descriptors for 3rd party audio and video, OEMC zone identifiers and recording time frames, 911 call time and origin descriptors, and ShotSpotter event identifiers;
 - b) Detail of relevant content in each digital media file, including notes describing incident start/end times, time stamp discrepancies or technical difficulties, subject/witness/CPD member descriptors, outside law enforcement agency involvement, privacy concerns or highly sensitive images, relevant material requested but not

yet received or otherwise incorporated in the case file, and such additional comments as may assist the VRP Team in reviewing the materials.

- 3) The AI shall submit the Index for the ASI's review and shall provide access to all related digital media files and reports.
 - a) The ASI shall confirm that the Index is sufficiently detailed and includes adequate descriptions of all Incident - related material as indicated in CPD records (i.e., evidence.com, Detective Supplemental Reports, evidence inventories, crime scene reports, etc.) and COPA's investigative files, both digital and physical.
 - b) The ASI shall also confirm review of the material and indicate the sufficiency of the Index by Note in CMS. A note stating as follows will suffice:

On [date/time], I reviewed the case file materials and confirm that all known and available Incident-related materials have been identified, requested, and reviewed by [name of AI].
- 4) The AI shall advise the DCT that the ASI has approved the Index and that all relevant material is available to the DCT.
 - a) The approved Index and all related digital media files must be available to the DCT not later than 15 business days after initial notice that case material is scheduled for release pursuant to the VRP. If additional materials are subsequently acquired, the AI shall promptly update the Index and make the additional materials available to the DCT.
 - b) The ASI shall notify the ADCI and the DCT, of any delay in or issue with VRP compliance not less than 5 business days in advance of the public release deadline.
- 5) The DCT shall confirm that all Index entries conform with the digital media files provided by the AI.
 - a) If a discrepancy exists, the DCT shall engage the AI and ASI to resolve the discrepancy and update the Index as necessary. The ADCI shall also be notified of any discrepancies.
 - b) The ASI shall acknowledge approval of the revised Index in a Note in CMS.
 - c) The DCT shall memorialize confirmation of receipt of the approved Index and corresponding digital media files in a Note in CMS.

D. The AI shall confer with CPD IRT members and/or any other unit assigned to investigate the incident, or events related thereto, to confirm receipt of all material related to the incident, to include the audio, video and CPD reports identified by the VRP as required for release.

- 1) The AI shall describe such outreach efforts in a Note in CMS.

Note: Investigative needs may dictate that this communication not be limited to a single instance; rather, exchange of information regarding materials relevant to the investigation may require multiple instances of outreach.

E. The DCT shall review the Index and material, confer with and instruct the Assigned Paralegal to review audio and apply redactions, confer with and instruct the Digital Forensic Analyst to edit or redact video materials or provide technical support to VRP Team members. The DCT shall also confer with the Assigned Public Affairs Case liaison to assess compliance with VRP Par. V (Notice to Affected Parties) prior to release.

F. At least 15 business days prior to the deadline for release of materials, the Assigned Paralegal shall issue a COPA subpoena for records to the Department of Law.

- 1) The subpoenaed items shall include the materials identified in VRP Par III(B) , as well as any depositions taken in any civil suit related to the incident.
- 2) The DCT shall review the subpoena prior to approval by the GC (or his/her designee) and the Assigned Paralegal's conveyance thereof to the Department of Law.
- 3) The DCT shall memorialize the issuance of the subpoena, as well as receipt of responsive records, in a Note in CMS.

G. At least 2 business days prior to the posting deadline the DCT shall convene a consensus meeting, to include primary VRP Team members, as well as the ADCI, PIO (or designee), and GC (or designee), to review all material to be released and confirm that:

- 1) The posting of all reviewed material is appropriate; and,
- 2) It is not necessary to post any additional material as of the deadline.
- 3) If the DCT determines that additional material should be posted, such material and the revised Index shall be created, reviewed and approved as set forth in Sec. III (C) above.
- 4) The DCT shall note and describe the reason for any redaction, conversion, modification, or withholding of material.
 - a) Such notes shall provide support for the discretionary decision to redact, convert, modify, or withhold material.
 - b) Material may be redacted, modified, or withheld for reasons which include, but are not limited to, the following:
 - i. The VRP posting deadline has been extended;

- ii. The material in question is subject to legal restriction related to privacy, juvenile status, court order or other judicial process, etc.;
- iii. The material in question is not relevant to COPA's investigation of the alleged misconduct or is not otherwise subject to release pursuant to the VRP.

H. The DCT shall note the date of posting for each item in a Note in CMS.

I. The AI and ASI shall place a copy of the Index and all related digital media files in the CMS Working File prior to closing the investigative file in CMS.

IV. Procedures - Ongoing Obligations & Supplemental Releases:

- A. VRP Pars. IV (A) & (C) require supplemental postings. If, after the initial posting, COPA identifies, requests or receives additional material that is subject to the VRP, the AI and SI shall promptly follow the process set forth in Paragraph III above.

V. Restrictions on Release:

- A. The DCT shall promptly provide the AI and ASI any correspondence related to any requests for extensions or court orders filed restricting the release of material subject to the VRP.
- B. The DCT shall promptly notify the AI and ASI of the expiration or withdrawal of any extension or court order restricting COPA release of any material subject to release pursuant to the VRP. Upon receipt of such notice, the AI and ASI shall memorialize its receipt in a Note in CMS and shall act in accordance with the process set forth in Sec. III (B) above.

VI. Exceptions:

- A. The AI and ASI shall promptly advise the DCT if they determine that a matter or material should be reviewed for release pursuant to the VRP.
- B. The AI and ASI shall memorialize notice to the DCT in a Note in CMS. The DCT shall indicate the result of their review in a Note in CMS.

Note: The DCT reviews cases that may be subject to the VRP based upon case categorization in CMS. While material and information initially gathered may not indicate application of the VRP, material or information gathered later, during the course of the investigation may affect the initial determination. Such may be the case where a civilian alleges the use of excessive force by a CPD member.

VII. Quarterly Audit:

- A. Every quarter, the DCT, with the assistance of the VRP Team, shall ensure ongoing VRP compliance in the following manner:
 - 1) The DCT shall identify and forward (via email) to the AIs and ASIs notice of cases subject to the VRP in which investigations:
 - a) Remain pending; and,
 - b) Were closed during the previous three months.
- B. The Assigned Paralegal shall ensure the VRP Team has access to case material previously collected, reviewed, and produced for initial and, if applicable, supplemental postings pursuant to the VRP. These materials shall also include any Indexes previously generated by the AI and ASI.
- C. Within 15 business days of notice as set forth in Sec. VII A. above, the AIs and ASIs shall affirm that all materials previously identified, and any new material acquired since initial posting, have been uploaded in accordance with the VRP. The AI and ASI shall exercise all necessary diligence in pursuing and obtaining all material in the City's possession that may qualify for release pursuant to the VRP.
- D. If additional qualifying materials are identified, the AI and ASI shall update the Index and follow the procedures listed in Sec. III (C) above. Specifically, the AI and ASI shall notify and make the additional materials available to the DCT, notify the ADCI, and shall indicate the result of their review in a Note in CMS.
 - 1) Upon notification, the ADCI shall schedule a meeting to ascertain the cause or reason for any delay in identifying the additional material to include the Chief Administrator (or designee), GC (or designee), PIO (or designee), DCT, ASI, AI and, if necessary, other COPA staff with pertinent information.
 - a) The DCT shall follow the procedures set forth in Sec. III above,² to include setting a deadline for release and listing the additional material in the weekly Notice sent to all primary and secondary VRP Team members, as well as to other City agencies and external law enforcement and prosecutorial agencies who may have an interest in the impending release.
 - b) The DCT shall review the Index and additional material, confer with and instruct the Assigned Paralegal to review audio and apply redactions, confer with and instruct the Digital Forensic Analyst to edit or redact video material or provide

² The DCT shall exercise discretion in determining, based on the nature of additional material identified, whether issuance of an additional subpoena pursuant to Paragraph III(F) is required.

technical support to VRP Team members. The DCT shall also confer with the Assigned Public Affairs Case liaison to assess compliance with VRP Par. V (Notice to Affected Parties) prior to release of the additional material.

- E. If no additional qualifying material is identified, the ASI shall confirm review of the full file and the accuracy of the Index. The ASI shall notify the DCT that all relevant material has been made available and shall indicate such notification in a Note in CMS.

VIII. Quality Management:

- A. COPA's Quality Management (QM) Unit may review investigative files that are subject to VRP release to assess compliance with this Policy and recommend necessary improvements.
- B. Pursuant to COPA Policy 3.3.1 (Quality Assurance), during QM's review of investigative materials and work product, it shall also review COPA's case portal to confirm the posting of material identified in the Index. The Director of QM shall be promptly advised of the identification of any material subject to release under the VRP, that was not posted.
- C. The Director of QM shall promptly notify the DCT and ADCI of the identification of unreleased material that is subject to release under the VRP.

IX. COPA Legal Division:

- A. Legal review of draft Summary Reports of Investigation (SRI) shall include review of the Case Portal to confirm that any material identified in the SRI as subject to the VRP is posted.
- B. If legal review identifies any such material that was not posted pursuant to the VRP, the attorney performing the legal review shall immediately advise the GC, DCT, and ADCI.

X. COPA Records:

- A. As part of the final check prior to closure of the investigative file, COPA's Records Unit shall confirm that a copy of the Index and corresponding digital media files are clearly labeled and stored in the appropriate CMS Working File.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-07 Breakdown of Complaints

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Hairston asked for the breakdown of complaints by total complaints, new investigations (2020), officer involved shootings, sexual harassment complaints, and failure to operate body worn camera. Also, how many findings were unjustified shootings and COPAs recommendation for complaints.

Period: 9/15/2017 – 11/9/2020

of Complaints filed within COPA's jurisdiction: 5,184

of new investigations (2020): 1586

of Officer Involved Shootings (OIS): 86 (not including accidental discharges, suicides and animal destructions)

of Sexual Misconduct Investigations: 51

of Body Worn Camera Violations: 117

of Sustained OIS/Recommended Discipline: 12 sustained OIS investigations

of officers recommended for suspension or termination in OIS investigations: 15

As always, please let me know if you have any further questions.



CITY OF CHICAGO



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-08 Protest Complaints

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Sposato asked about the 400 complaints from the George Floyd Protests -- how many are remaining.

Within COPA's jurisdiction, 156 complaints remain open.

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor’s Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-09 Complaints Since March

The following information is provided in response to questions posed at our department’s hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Taylor asked the amount of cases that have been filed now to March, how many actively open, and closed, ward by ward if possible.

District of Incident Location	# of Complaints under COPA jurisdiction	Actively Open	Closed
1	107	88	19
2	33	26	7
3	25	19	6
4	38	32	6
5	45	38	7
6	65	53	12
7	61	53	8
8	44	36	8
9	29	20	9
10	33	26	7
11	94	72	22
12	25	18	7
14	16	10	6
15	40	31	9

16	26	19	7
17	18	15	3
18	71	56	15
19	48	31	17
20	12	10	2
22	35	29	6
24	11	7	4
25	39	30	9
Outside of City Limits	43	21	22

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-10 Officer Submitted Complaints

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Taylor asked how many police officers submitted complaints.

Period: 9/15/2017 – 11/9/2020

of Complaints under COPA jurisdiction where the complainant/subject is a police officer: 79

As a point of clarity, the number provided above represents officers who are complainants and not the subject of an investigation.

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-11 Itemized breakdown of 0140 for 2021

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Martin asked for Itemized breakdown of 0140 Professional and Technical Services for 2021.

Acct	Program Desc	Item Desc	2021 Recommendation
140	Administration	Comcast	\$980
140	Investigations	Medical Records	\$2,500
140	Investigations	Transcriptions	\$125,000
140	Investigations	Language Translations	\$5,000
140	Investigations	Notary Commissions	\$1,200
140	Investigations	Subject Matter Experts	\$10,000
140	Investigations	Forensic Interviews & Analysis	\$7,500
140	Investigations	Pacer	\$5,000
140	Investigations	Page Vault	\$2,500
140	Investigations	TR Clear	\$36,000
140	Legal	Westlaw	\$6,060
140	Legal	Lexis Nexis Advance	\$20,000
140	Legal	Subpoena Checks	\$2,000
140	Legal	Arbitrators	\$5,000
140	Legal	Court Documents	\$5,000

140	Legal	Messenger Services	\$2,500
140	Legal	Outside Legal Counsel	\$200,000
140	Legal	Shredding	\$5,000
140	Legal	Storage	\$5,000
140	Public Affairs	Lexis Nexis Newsdesk	\$4,500

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor’s Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-12 Itemized breakdown expenses for 2020 and 2021 for 9295

The following information is provided in response to questions posed at our department’s hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Martin asked for an itemized breakdown expenses for 2020 and 2021 for 9295

Acct	Acct Desc	Item Desc	2021 Recommendation
9295	Consent Decree	Consulting/SME	\$300,000
9295	Consent Decree	Mediation Program	\$25,000
9295	Consent Decree	Investigator Training	\$100,000
9295	Consent Decree	Legal Staff Training	\$25,000
9295	Consent Decree	Off-Site Training Facility	\$12,000
9295	Consent Decree	SME Training	\$25,000
9295	Consent Decree	Specialized Technical Training	\$7,500
9295	Consent Decree	Case Management System	\$455,000
9295	Consent Decree	Tableau Licenses	\$15,000
9295	Consent Decree	CMS/Column Data Hosting	\$73,000
9295	Consent Decree	CMS/Column User Licensing	\$43,000
9295	Consent Decree	CMS/Genetec Data Hosting & Use	\$35,000
9295	Consent Decree	Tech For Training & Engagement	\$100,000



CITY OF CHICAGO



Acct	Acct Desc	Item Desc	2020 Budget
9295	Consent Decree	Mediation Program	\$150,000
9295	Consent Decree	Investigator Training	\$62,500
9295	Consent Decree	Legal Staff Training	\$12,500
9295	Consent Decree	Off-Site Training Facility	\$10,000
9295	Consent Decree	SME Training	\$25,000
9295	Consent Decree	Specialized Technical Training	\$7,500
9295	Consent Decree	Case Management System	\$452,000
9295	Consent Decree	Tableau Licenses	\$15,000
9295	Consent Decree	CMS/Column Data Hosting	\$67,000
9295	Consent Decree	CMS/Column User Licensing	\$20,000
9295	Consent Decree	CMS/Genetec Data Hosting & Use	\$35,000
9295	Consent Decree	Tech For Training & Engagement	\$50,000

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-13 Pattern and Practice Investigations

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Hadden asked how many pattern and proactive investigations this year and the prior two years.

Current Pattern and Practice Investigations:

1. Three-year investigation into officers associated with criminally convicted Chicago Police Officer, Ronald Watts. COPA is determining deeper and broader themes regarding the actions of officers in nearly 40 investigations assigned to members of this unit to identify patterns and practices.
2. Body worn camera practices of Chicago Police Officers. This investigation will identify trends and make recommendations to the department for improvements regarding officers' failure to activate body worn camera, late activation of body worn camera and early termination of body worn camera in violation of Department policy.
3. Review of record keeping practices of certain specialized units. Our review will examine the creation of and failure to maintain all written records and reports when conducting targeted missions. Specifically evaluating extent to which this practice may conflict with existing Department wide directives as well as state law.



CITY OF CHICAGO



CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

Formal Advisory Letters (links below):

[Report on CPD Response to COPA Advisory Letter IN RE Members Failure to Activate Body Worn Cameras in Incidents Resulting in Firearm Discharge](#)

[Report on CPD Response to COPA Advisory Letter IN RE Drug-Alcohol Testing Post Following Firearm Discharge Incidents](#)

[Report on Advisory Letter IN RE CPD Interactions with TIGN Individuals](#)

[Report on Police Department Response to COPA Advisory IN RE Member Prescription Drug Use](#)

Immediate Recommendations to the Department:

Letter to Superintendent highlighting repeated themes and issues arising from civil unrest incidents (see attachment).

Letter to Superintendent regarding the urgent need to ensure specialized units with heavy community engagement are issued Body Worn Cameras (see attachment).

As always, please let me know if you have any further questions.



August 11, 2020

Superintendent David Brown
Chicago Police Department
3510 S. Michigan Ave.
Chicago, Illinois 60653

Dear Superintendent Brown,

As you are aware, the August 9, 2020, non-fatal officer involved shooting in the 5600 block of South Aberdeen involved members of the newly created Community Safety Team (“CST”) who had not been issued body worn cameras (“BWC”), which is of great concern to COPA.

In a July 27, 2020 press release, the Department described the CST as “designed to partner with Chicago’s communities to address violence, neighborhood concerns and ongoing conflicts The CST consists of nearly 300 officers who will not only be deployed to hot spot areas in the city, but also work with community-based organizations, faith leaders and residents to address violence The team works closely with District Commanders to deploy to areas that may need additional support or to specific locations based on crime trends and historical data.”¹

The Illinois Law Enforcement Officer Body Worn Camera Act (“Act”) and the Department’s Special Order mandate that officers issued BWC electronically record law enforcement related encounters with the public that occur while the officer is on duty.² The Act and Special Order were implemented to help build the public’s trust in law enforcement and specifically, the Department. Further, the Special Order is clear in its intent that any officer engaged in field duties, such as those assigned to the newly formed Community Safety Team, should be issued a BWC. Had members involved in the August 9th shooting been issued BWC, the law, echoed by the Special Order, would mandate that those cameras “be turned on at all times when the officer is in uniform and is responding to calls for service or engaged in any law-enforcement encounter or activity that occurs while the officer is on duty.”³ The absence of BWC

¹ Chicago Police Department. (July 23, 2019). *CPD Announces Launch of Two New Citywide Teams with Focus on Strengthening Community Partnerships* [Press Release].

² 50 ILCS 706/10 and Special Order S03-14 Body Worn Cameras.

³ The mandate of CST appears to focus on police activity that could be described as a Community Caretaking Function (*see* Definitions (XII(D)) in Special Order S03-14: A task undertaken by a law enforcement officer in which the officer is performing an articulable act unrelated to the investigation of a crime. “Community caretaking function” includes, but is not limited to, participating in town halls or other community outreach, helping a child find his or her

by members of the Department who are engaged in the performance of law enforcement activity undermines the objectives behind the Act and Special Order, serving to erode the very trust they were designed to foster.

In May 2019, COPA issued an Advisory to the Department of its growing concern that members who had been assigned BWC routinely failed to activate their equipment when it is clearly required. By way of illustration, COPA's Advisory highlighted this failure relative to several officer involved shooting incidents. COPA acknowledges the Department's significant efforts to pursue an effective and transparent body-worn camera program and its "unwavering commitment to build trust and transparency with the residents..." as stated in your response to COPA's Advisory. However, absent the full deployment of BWC to its sworn members, the Department is at odds with the Act and risks a regression of gains to build the public's trust, particularly following an officer's use of force.⁴ While we recognize that the Department is in the process of reorganizing, as well as exploring the acquisition and roll-out of additional BWC equipment to units and teams involved in field activities, the August 9th shooting highlights the need for interim solutions to promptly equip all members assigned to field activities that involve law enforcement engagement. This effort should extend beyond CST to other similarly situated units and teams that are known by the Department to engage in field duties involving law enforcement activity.

Thank you for your consideration. COPA looks forward to the Department's response.

Sincerely,



Sydney R. Roberts
Chief Administrator

cc: Eric Carter, First Deputy
Dana O'Malley, General Counsel
Karen Konow, Chief, Bureau of Internal Affairs
Susan Lee, Deputy Mayor

parents, providing death notifications, and performing in-home or hospital well-being checks on the sick, elderly, or persons presumed missing, and thus not requiring BWC assignment and utilization. Members responding to a call for service related to a man with a gun is clearly a law enforcement encounter or activity.

⁴ The Consent Decree also reinforces expectations that the Department's BWC roll-out complies with the Act to increase accountability and improve trust. It requires all officers assigned to patrol field duties wear BWC to record law-enforcement related activities, with limited exceptions. See ¶236 & ¶237.



August 7, 2020

Superintendent David Brown
Chicago Police Department
3510 S. Michigan Ave.
Chicago, Illinois 60653

Dear Superintendent Brown:

The Civilian Office of Police Accountability (COPA) received more than 450 protest related complaints of Chicago Police Department (Department) member misconduct following the protests that arose on the heels of the tragic death of George Floyd and the later protest in Grant Park. To date, more than 200 complaints have been identified as within COPA's jurisdiction, referring the majority of complaints received to the Department's Bureau of Internal Affairs.

Early investigative results at COPA have uncovered problematic operational practices in the Department's response to both the initial George Floyd protests in late May and early June, as well as the subsequent demonstrations last month, highlighted by the protests at the Christopher Columbus statute in Grant Park on July 17th.

Several consistent investigative challenges and reoccurring themes have emerged during COPA's intake, assignment, and investigation of these matters. Accordingly, I wanted to take the unusual step of bringing our concerns to your immediate attention prior to the conclusion of our investigative efforts. Below is a high-level overview of some issues that are particularly prevalent in the investigation of these matters:

- **Inadequate Department Documentation**

- A single RD number was used for the vast majority of all protest-related arrests during the May 29th weekend. This practice thwarts meaningful supervisory oversight of members' actions as well as the sufficiency of an arrest.
- Tactical Response Reports (TRRs) were not completed in the vast majority of use of force incidents. Not only does this present an accountability concern from COPA's perspective, it also creates a compliance concern for the Department. The absence of such important documentation regarding the use of force renders the Department's Force Review Unit unable to evaluate ongoing compliance with use of force directives. Furthermore, the lack of TRRs leaves supervisory Department members unable to evaluate the conduct of members under their command.
- Attendance and Assignment Sheets were used inconsistently. In many instances, handwritten "211s" provide the only documentation of members assigned to work a particular shift and/or area, creating challenges in identifying members involved in several use of force incidents as well as officer safety issues.

- **Body-Worn Cameras**

- The absence and inconsistent use and activation of Body-Worn Cameras (BWCs) during mass-protest encounters.
- There was often insufficient time for BWCs to be re-charged between shifts, leaving members with non-functional equipment during encounters with civilians that, according to Department directives, should have been captured.
- While all indications are that Special Order 03-14 was in effect and applicable to BWC use during the protests, clear guidance from supervisory and command staff was lacking. Anecdotal evidence suggests that many members were unclear as to BWC use and activation expectations.
- Inconsistent recordkeeping relative to BWC footage uploaded to *Evidence.com*, exacerbated by already inadequate documentation noted above, compounded challenges related to incident and member identification in the investigation of misconduct complaints.

- **Uniform and Equipment Issues**

- Obstruction of members' names and/or star numbers was prevalent and impeded identification of accused and involved members.
- Officers' sharing of equipment (such as riot helmets) impeded identification efforts by COPA and the Department.

- **Excessive Baton Use**

- Excessive baton use was the most prevalent form of unnecessary use of force alleged in protest-related complaints. Members who COPA has interviewed regarding these complaints seemed to lack clarity regarding Department directives on proper baton use.

- **Lack of Candor and Failure to Report Misconduct**

- Identification of accused and involved members has presented the largest investigative challenge in protest – related cases. Although many of these incidents were captured on video and have been widely circulated in both social and traditional media, members have not come forward to identify themselves or their fellow members in any of these investigations.

- **Officer Wellness**

- Several COPA investigations have highlighted the excessive number of hours and shifts worked during the protests. While there was an overwhelming public safety interest in maintaining a law enforcement presence on the street during the protests, in many instances, lack of sleep, stress, and other similar factors directly influenced member conduct.

COPA will review all evidence related to complaints received in a consistent and objective manner and recommend appropriate administrative action upon the conclusion of each investigation. However, as Chicago's civilian police oversight body, COPA must bring the important matters described above to your immediate attention in an effort to avoid unnecessary risk to both member and public safety.

Page 3 of 3
August 7, 2020
Superintendent David Brown

COPA is ready and able to offer additional information to assist the Department in identifying and remedying these issues as our investigations proceed. In addition to preserving safety, addressing these matters promptly will improve future accountability efforts and support continuing efforts to increase public trust in our public institutions.

I appreciate your attention to these matters and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "Sydney R. Roberts". The signature is written in a cursive, flowing style.

Sydney R. Roberts
Chief Administrator

cc: Eric Carter, First Deputy Superintendent
Dana O'Malley, General Counsel (CPD)
Karen Konow, Chief, Bureau of Internal Affairs
Maggie Hickey, Independent Monitor
Kevin Connor, General Counsel (COPA)



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-14 Pattern and Practice Investigations

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman LaSpata asked what/how many cases are referred to by the BIA.

Complaints & Notifications Received		
	2019	2020
COPA Jurisdiction	2089	1581
BIA Jurisdiction	3305	2856
Total	5394	4437

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-15 Exonerated Officers

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Dowell asked the number of cases where officers were exonerated.

Concluded With Finding (# of Allegations)		
	2019	2020
Sustained	171	113
Not Sustained	109	90
Unfounded	63	71
Exonerated	68	184
TOTAL	411	458

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-16 Cases Sent to IAD

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Dowell asked for the number of cases sent to IAD 2019 to date and Jan 2020 to date.

Complaints & Notifications Received		
	2019	2020
COPA Jurisdiction	2089	1581
BIA Jurisdiction	3305	2856
Total	5394	4437

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 20, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-17 IAD Breakdown

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Dowell and Alderman Mitts asked for complaints and categories to IAD broken down into categories 2019 and 2020.

Complaints & Notifications Received		
	2019	2020
COPA Jurisdiction	2089	1581
BIA Jurisdiction	3305	2856
Total	5394	4437

As always, please let me know if you have any further questions.



CITY OF CHICAGO

CIVILIAN OFFICE OF POLICE ACCOUNTABILITY

MEMORANDUM

To: The Honorable Pat Dowell
Chairman, Committee on the Budget and Government Operations

From: Sydney Roberts
Chief Administrator
Civilian Office of Police Accountability

CC: Manuel Perez
Mayor's Office of Intergovernmental Affairs

Date: November 19, 2020

Re: Request for Information from Annual Appropriation Committee Hearing

ID#: 60-18 Excessive Force

The following information is provided in response to questions posed at our department's hearing on November 10, 2020 to discuss the proposed 2021 budget.

Alderman Rodriguez-Sanchez asked for a breakdown through the chair of excessive force that resulted from the summer civil unrest.

Period: 5/25/2020 – 11/9/2020
Use of Force Breakdown:
222 - Excessive Force
1 – Firearm Discharge (No Contact)
1 – OC Discharge

As always, please let me know if you have any further questions.