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CITY SECRETARY  
DALLAS, TEXAS

COMMUNITY POLICE OVERSIGHT BOARD  
DALLAS CITY BOARDS AND COMMISSIONS AGENDA

Public Notice

210027

TUESDAY, January 12, 2021  
VIRTUAL MEETING VIA WEBEX  
5:30 P.M. – 8:30 P.M.  
VIRTUAL MEETING

POSTED CITY SECRETARY  
DALLAS, TX

The Community Police Oversight Board meeting will be held by videoconference. The meeting will be broadcast live on Spectrum Cable Channel 95 and online at [bit.ly/cityofdallastv](http://bit.ly/cityofdallastv).

The public may also listen to the meeting as an attendee at the following videoconference link:

<https://dallascityhall.webex.com/dallascityhall/on-stage/g.php?MTID=e581b8a6e6169c691b4a7483b40e655eb>

Access Code: cpob2021

AUDIO PHONE CONFERENCE LINE:

**Event line:** 408-418-9388 | **Access Code:** 146 970 6583

**CALL TO ORDER**

**PUBLIC COMMENT/OPEN MICROPHONE**

**APPROVAL OF MINUTES**

1. Approval of the December 8, 2020 Minutes [Board Chairman Enobakhare, Jr.]

**Attachment:** Minutes

**ACTION ITEMS**

**2. Review Actions and Requests from Prior CPOB Meeting(s)**

- a. Discussion regarding review and/or investigation of complaint filed by Jamian Leepers [Police Monitor McClary & Special Investigator Williams, Office of Community Police Oversight]

**Attachment:** Memo

- b. Discussion and review of suggested policy change for DPD General Orders Section 313.13 - Transportation and Handling of Prisoners, Section A (11) [Board Vice-Chairman Jose Rivas]

**Attachment:** Memo

- c. Discussion of vacant community member seat on the Rules Subcommittee [Board Chairman Enobakhare, Jr.]

**Attachment:** Memo

### **3. New Discussion Items**

- a. Update from CPOB Board Training Subcommittee on Board decorum project [CPOB Chairman, Enobakhare, Jr.]

**Attachment:** Memo

- b. OCPO Audit Preview [Police Monitor McClary]

**Attachment:** Memo

- c. Monthly Activity Report [Complaint Intake Specialist Woods, Office of Community Police Oversight]

**Attachments:** Monthly Activity Report Memo  
OCPO December Complaint Summaries  
Monthly Activity Chart

- 4. Board Training Schedule [Board Chairman Enobakhare, Jr.]

**Attachment:** Memo

- 5. Board Member Update on Community Engagement Activity [All]

**Attachments:** Memo

### **UPCOMING MEETING**

- 6. February 9, 2021

**Attachments:** 2021 Schedule

### **PUBLIC COMMENT/OPEN MICROPHONE**

### **ADJOURN**

A closed executive session may be held if the discussion of any of the above agenda items concerns one of the following:

1. seeking the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act. [Tex. Govt. Code §551.071]
2. deliberating the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.072]
3. deliberating a negotiated contract for a prospective gift or donation to the city if deliberation in an open meeting would have a detrimental effect on the position of the city in negotiations with a third person. [Tex. Govt. Code §551.073]
4. deliberating the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee unless the officer or employee who is the subject of the deliberation or hearing requests a public hearing. [Tex. Govt. Code §551.074]
5. deliberating the deployment, or specific occasions for implementation, of security personnel or devices. [Tex. Govt. Code §551.076]
6. discussing or deliberating commercial or financial information that the city has received from a business prospect that the city seeks to have locate, stay or expand in or near the city and with which the city is conducting economic development negotiations; or deliberating the offer of a financial or other incentive to a business prospect. [Tex Govt. Code §551.087]
7. deliberating security assessments or deployments relating to information resources technology, network security information, or the deployment or specific occasions for implementations of security personnel, critical infrastructure, or security devices. [Tex. Govt. Code §551.089]

## **HANDGUN PROHIBITION NOTICE FOR MEETING OF GOVERNMENTAL ENTITIES**

"Pursuant to Section 30.06, Penal Code (trespass by license holder with a concealed handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a concealed handgun."

*"De acuerdo con la sección 30.06 del código penal (ingreso sin autorización de un titular de una licencia con una pistola oculta), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola oculta."*

"Pursuant to Section 30.07, Penal Code (trespass by license holder with an openly carried handgun), a person licensed under Subchapter H, Chapter 411, Government Code (handgun licensing law), may not enter this property with a handgun that is carried openly."

*"De acuerdo con la sección 30.07 del código penal (ingreso sin autorización de un titular de una licencia con una pistola a la vista), una persona con licencia según el subcapítulo h, capítulo 411, código del gobierno (ley sobre licencias para portar pistolas), no puede ingresar a esta propiedad con una pistola a la vista."*

# Community Police Oversight Board Meeting Minutes

The Community Police Oversight Board meetings are recorded. Agenda materials and recordings may be reviewed/copied by contacting the Board Coordinator at 214-671-8283.

**Meeting Date:** December 8, 2020

**Convened:** 6:26 p.m.

**Adjourned:** 9:46 p.m.

**Board Member(s) Present:**

Jesuorobo Enobakhare, Jr., **Chair** – District 3  
Jose Rivas, **Vice Chair** – District 7  
Jonathan E Maples – District 2  
Loren Gilbert- Smith – District 4  
Andre Turner – District 5  
Kristian Hernandez – District 6  
Ronald Wright – District 8  
Tami Brown Rodriguez – District 9  
Ezekiel Tyson – District 10  
Ejike E. Okpa - District 11  
David Kitner – District 13  
Alan Marshall – District 14  
Juan Olivo – District 15

**Board Member(s) Absent:**

District 1 --VACANT  
Deatra Wadsworth – District 12

**Staff Present:**

Kari Theobald, ITS Department City of Dallas  
Kanesia Williams, City Attorney's Office  
Casey Burgess, City Attorney's Office  
Tonya McClary, Police Monitor OCPO  
Kevin Williams, Special Investigator OCPO  
Taylor Woods, Interim OCPO Board Coordinator/ Complaint Intake Specialists OCPO

**AGENDA:**

**Call to Order:** 6:26 p.m.

**Public Comment/ Open Microphone**

Public comments were received by one speaker.

## **1. Approval of Meeting Minutes for November 10, 2020 Meeting**

A motion was made to approve the minutes from the November 10, 2020 Community Police Oversight Board meeting.

Motion made by David Kitner  
Item passed unanimously: X  
Item failed unanimously:

Motion seconded by Alan Marshall  
Item passed on a divided vote:  
Item failed on a divided vote:

## **2. Review Actions and Requests from Prior CPOB Meeting(s)**

a. CPOB reviewed and discussed the OCPO Alvin Jones complaint investigation which began at their November 10, 2020. The Board was voting on the second allegation in Mr. Jones complaint which is as follows: Complainant alleged that on January 16, 2020, Dallas Police Officer Daniel K. Kim, Badge #10987 body worn camera footage and audio had been tampered with and manipulated. The body camera footage in question was played for the CPOB.

A Motion was made to vote on if CPOB concurred with the findings of the OCPO investigation in the second allegation in Alvin Jones's complaint.

Motion made by David Kitner  
Item passed unanimously: X  
Item failed unanimously:

Motion seconded by Jose Rivas  
Item passed on a divided vote:  
Item failed on a divided vote:

b. David Kitner discussed with the CPOB how the voting will go for each subcommittee. Two subcommittees (Rules and Board Training) nominees will not need to be voted on individually. The nominees will win by acclamation. The other three subcommittees nominees will be voted on in rounds. The CPOB members will pick your top 5 and the first winner is won by a majority vote. After that, the board will take the top 5, vote and the person with the majority gets the next seat.

A Motion was made to approve the voting rules for the CPOB Subcommittees as proposed by the Rules Subcommittee

Motion made by Loren Gilbert - Smith  
Item passed unanimously: X  
Item failed unanimously:

Motion seconded Alan Marshall  
Item passed on a divided vote:  
Item failed on a divided vote:

c. The voting for the CPOB subcommittee nominees will be voted on through a poll setup in WebEx. Two subcommittees will be voted on by acclamation (Rules and Board Training). The other three subcommittees will be voted on by CPOB members.

A Motion was made to vote by acclamation for the Rule's Subcommittee nominees

Motion made by David Kitner  
Item passed unanimously: X  
Item failed unanimously:

Motion seconded Loren Gilbert- Smith  
Item passed on a divided vote:  
Item failed on a divided vote:



A Motion was made to vote by acclamation for the Board Training Subcommittee nominees

Motion made by Tami Brown Rodriguez

Item passed unanimously: X

Item failed unanimously:

Motion seconded Alan Marshall

Item passed on a divided vote:

Item failed on a divided vote:

A Motion was made to open voting for the Policy, Data and Technology, and Community Engagement and Transparency subcommittee nominees.

Motion made by Alan Marshall

Item passed unanimously: X

Item failed unanimously:

Motion seconded Loren Gilbert- Smith

Item passed on a divided vote:

Item failed on a divided vote:

Round one of polling began. However, due to CPOB members errors round one was restarted. Round one was restarted for a second time due to a citizen voting on the poll. This person was expelled from the meeting. Round one was restarted for a third time due to CPOB members not voting correctly. The winner of Round one and for seat one on the Policy Subcommittee was Roger Sashington. The winner of Round one and seat one for the Data and Technology Subcommittee was Chunga Higgins. No one received a majority vote for Community Engagement and transparency Subcommittee.

Round two of polling began with the updated list of candidates that were eligible to be voted on according to the rules that the CPOB voted on earlier in the meeting. Round two had to be restarted due to a CPOB member not voting correctly. The winner for the Policy Subcommittee round two and seat two was Shalondria Galimore, the winner for round two and seat three for the Policy Subcommittee was Lori Kelly. For the Data and Technology subcommittee the round two and seat two winner was Richard Dunks. The winner for Community Engagement round two and seat one was Verna Mitchell.

Round three began with the updated candidates that were eligible to be voted on according to the rules that the CPOB voted on earlier in the meeting. The winner for the Data and Technology Subcommittee Round three and seat three was Luis Macias. No one received a majority vote for Community Engagement and Transparency Subcommittee.

Round four began with the updated candidates that were eligible to be voted on according to the rules that the CPOB voted on earlier in the meeting with only the Community Engagement and Transparency Subcommittee members needing to be elected. The winner for the Community Engagement and Transparency Subcommittee round four and seat two was Dionna La'Fay. The winner for round four and seat three of the Community Engagement and Transparency Subcommittee was Eli Hernandez.

### **3. New Discussion Items**

- a.** CPOB Chair and OCPO Director did not get to meet with DPD Chief of Police Renee Hall. This meeting will be cancelled until a new police chief is appointed.
- b.** OCPO has teamed up with the leadership conference on human rights to look at ordinances and misdemeanor enforcements that impact the Dallas community regarding policing. The goal of this project is to reduce interactions between the police and community members that create potential escalations or higher charges of police violence.
- c.** Monthly Activity Report  
Police Monitor McClary and Complaint Intake Specialist Taylor Woods update the Board on complaints and inquiries received for the month of November. 28 complaints and 42 inquiries were received in November. The Monthly Activity Report had been updated and the Board will now see when Monitor McClary does not agree with the findings of a complaint or how it was handled by DPD's Internal Affairs Division

### **4. Board Training Schedule**

Throughout November CPOB board members participated in one training which was the I.L.E.A Conference.

### **5. Board Member Update on Community Engagement Activity**

**Dist. 1 – Vacant**

**Jonathan Maples Dist. 2 –** Took part in food drives and did some community engagement activities where he delivered turkeys and boxes of love to the community

**Jesuorobo Enobakhare Dist. 3 –** Nothing to report

**Loren Gilbert Smith Dist. 4 –** Participated in a Tuesday Talk with her district 4 constituents

**Andre Turner Dist. 5 –** Had a zoom meeting with community members about complaints and issues they have with DPD

**Kristian Hernandez Dist. 6 –** Nothing to report

**Jose Rivas Dist. 7 –** Nothing to report

**Rev Wright Dist. 8 -** Nothing to report

**Tami Brown Rodriguez Dist. 9 -** Nothing to report

**Ezekiel Tyson Dist. 10 –** Nothing to report

**Ejike E. Okpa Dist. 11 –** Nothing to report

**Deatra Wadsworth Dist. 12 -** Absent

**David Kitner Dist. 13 –** Nothing to report

**Alan Marshall Dist. 14 –** Nothing to report

**Juan Olivo Dist. 15 -** Nothing to report

### **6. Upcoming Meeting**

January 12, 2021



**Public Comment/ Open Microphone**

There were no public comments.

**Motion to Adjourn:**

Motion made by Alan Marshall

Item passed unanimously: X

Item failed unanimously:

Motion seconded by Ejike E. Okpa

Item passed on a divided vote:

Item failed on a divided vote:

**Adjourn: 9:49 p.m.**

**APPROVED BY:**

**ATTEST:**

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Chairman Jesuorobo Enobakhare  
Community Police Oversight Board Chairman

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Taylor Woods  
Interim Community Police Oversight  
Board Liaison

## Item 2A

### Office of Community Police Oversight Memorandum



DATE January 12, 2021

CITY OF DALLAS

TO Members of the Community Police Oversight Board

SUBJECT Request for Review and/or Investigation of Civilian Compliant

**Background and Timeline:** On **October 3<sup>rd</sup> and 11<sup>th</sup>, 2020**, Mr. Jamian Leepers filed complaints with the Dallas Police Department's Internal Affairs Division (IAD). On October 14, 2020 IAD and the Office of Community Police Oversight (OCPO) met and reviewed Mr. Leepers's complaints. At the conclusion of the review it was determined that IAD would not conduct or request an investigation into Mr. Leepers complaint because the allegations were cleared by body worn camera.

OCPO agreed with the findings, however, OCPO noted some concerns about the interaction between DPD officers and Mr. Leepers. Those concerns are:

- (1) How the officers spoke with Mr. Leepers when he was trying to explain his viewpoint of the stop under "common law". You can hear Office Pierce discussing putting the interaction on YouTube and other sarcastic comments.
- (2) The language that several DPD officers used during the stop. You can hear at least two DPD officers using profanity when addressing Mr. Leepers.
- (3) The amount of time Mr. Leepers was given to comply with DPD's orders to get into the backseat of the police car after Mr. Leepers told the officers he had "sciatica". He also stated during his interactions with officer's while being put in the backseat of the police car that he had "a fu—ked up wrist".

On **October 15, 2020** Mr. Leapers was sent a letter via email from IAD Sergeant Nancy Jones stating this his complaint was not being investigated. "A review of the information provided by you along with the footage captured on the officers(s) body worn camera was conducted. Upon completion of the review, we are unable to establish a violation of departmental policies or procedures. Based on the review, we have determined no investigation is warranted."<sup>1</sup>

On **November 6, 2020** Mr. Leepers refiled his complaint with IAD. It was labeled a duplicate of his original two October complaints, because there were no new allegations in the complaint.

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<sup>1</sup> Direct quote from No Investigation letter dated October 15, 2020 from IAD to Jemain Leepers. A copy of the letter is attached to this memo.

On **November 9, 2020** Mr. Leepers completed a OCPO review form, requesting that the office review his complaint because he was not happy with the way it was handled by DPD. OCPO had several conversations with Mr. Leepers about his concerns and worked with DPD to try and resolve them.

On **November 12, 2020** Mr. Leepers was sent a second letter via email from IAD Sergeant Nancy Jones stating this his complaint was not being investigated. "A review of the information provided by you along with the footage captured on the officers(s) body worn camera was conducted. Upon completion of the review, we are unable to establish a violation of departmental policies or procedures. Based on the review, we have determined no investigation is warranted."<sup>2</sup>

On **December 9, 2020** Mr. Leepers refiled his complaint with IAD again. It was labeled a duplicate of his original two October complaints, because there were no new allegations in the complaint.

On **December 22, 2020** Mr. Leepers refiled his complaint again with IAD. It was labeled a duplicate of his original two October complaints, because there were no new allegations in the complaint.

On **January 6, 2021** Mr. Leepers was sent a third letter via email from IAD Sergeant Nancy Jones stating this his complaint was not being investigated. "A review of the information provided by you along with the footage captured on the officers(s) body worn camera was conducted. Upon completion of the review, we are unable to establish a violation of departmental policies or procedures. Based on the review, we have determined no investigation is warranted."<sup>3</sup>

In December, OCPO notified Mr. Leepers that the office would be sending his request to the Community Police Oversight Board (CPOB) for them to review and decide if an independent review and/or investigation is warranted.

OCPO is now sending this complaint review request to the CPOB to inquire how it would like this review request to be handled. We are asking the Board to decide on this matter at their January 12, 2021 meeting.

OCPO staff is requesting that the Board review the attached documents in the case and other materials that will be made available by OCPO staff to help them make their decision.

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<sup>2</sup> Direct quote from No Investigation letter dated October 15, 2020 from IAD to Jemain Leepers. A copy of the letter is attached to this memo.

<sup>3</sup> Direct quote from No Investigation letter dated October 15, 2020 from IAD to Jemain Leepers. A copy of the letter is attached to this memo.

OCPO has invited Mr. Leepers to attend the January 12, 2021 meeting to be available for the Board to ask him questions and/or hear from him generally regarding his request.

OCPO looks forward to discussing this matter with the Board.

Tonya McClary  
Police Monitor

Cc: T.C. Broadnax, City Manager

# Memorandum Item 2B



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT Proposed Policy Change to DPD General Orders Section 313.13 (A)(11)

CPOB Vice Chairman has requested that the CPOB consider making a recommendation to DPD to change DPD General Orders Section 313.13 (A)(11).

Attached is the memorandum that Vice Chairman Rivas has prepared for the Board members to consider this item.

Tonya McClary  
Police Monitor

Cc: T.C. Broadnax, City Manager

31 December 2020

From: Vice Chairman, Community Police Oversight Board (District 7)

To: Chairman, Community Police Oversight Board

Subject: **PROPOSED POLICY CHANGE TO DPD GENERAL ORDERS SECTION 313.13 (A)(11)**

Encl: (1) DPD General Order Section 313.13, Paragraph A, Subparagraph 11

Mr. Chairman, the proposed recommendation is submitted for inclusion in the January 2021 agenda for board discussion and referral to the CPOB Policy sub-committee. We find ourselves in tumultuous times where unnecessary and preventable deaths of residents are occurring while in DPD custody during transport. Together we can address and remedy unclear processes and procedures that benefit residents and the city's public safety services.

This recommendation results from two deaths while in DPD custody during transportation to a jail or hospital. The proposed change below aims to alleviate confusion by DPD and/or DFR personnel on roles and responsibilities in the transportation of persons who may or may not be in a prisoner status or in a drug-induced mental state. This proposal does not interfere with or supersede an officer's on-scene judgement to transport a person due to an immediate medical emergency where a loss of life or serious bodily injury may be imminent.

=====

DPD General Orders (as of 8/21/2020)

Section 313.13 - Transportation and Handling of Prisoners

A. General Guidelines for Transporting Prisoners

11. Prisoners exhibiting symptoms of excited delirium, drug-induced psychosis, or a psychotic episode are to be immediately transported to a medical facility by Dallas Fire Rescue ambulance. An officer will accompany the prisoner in the rear of the ambulance. Additional procedures are outlined in General Order Section 905.00.

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**Recommended change to Subparagraph 11:**

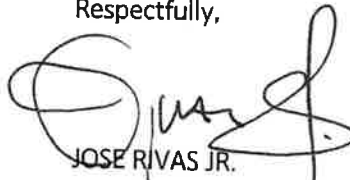
**11. Persons who have or are exhibiting symptoms of delirium, psychosis, or a psychotic episode, whether drug-induced or not, are to be transported to a medical facility/hospital by Dallas Fire Rescue personnel via ambulance for medical observation and clearance prior to release and transportation via DPD to another facility. An officer will accompany DFR and the subject in the rear of the ambulance for safety purposes. See General Order Section 905.00 for additional symptoms.**



In closing, it's important to note that this proposed change will save lives by ensuring residents are transported in appropriate emergency vehicles with life-saving capabilities readily available. Our collective work on this issue will further the trust building efforts between residents and public safety services, as well as delineate clear expectations of DPD and DFR roles and responsibilities with respect to transport procedures. This proposal addresses the productive deployment of limited DPD resources and discovers potential funding and capability gaps within the city's emergency medical response apparatus. **Lastly, and more importantly, this proposal is a win for the residents of our city.**

Thank you for your consideration and leadership.

Respectfully,

A handwritten signature in black ink, appearing to read 'Jose Rivas Jr.', written over a circular stamp or seal.

JOSE RIVAS JR.  
Vice Chairman, District 7

Copy to:  
CPOB Board (via OCPO)

**Dallas Police Department General Order**  
**313.00 Arrest Policies - Adults**

Revised 02/28/2020

- D. Arresting officers should refrain from questioning arrested persons in offense incidents where immediate follow-up will be conducted by a detective. In these circumstances, the detective will warn the arrested person of his/her rights at the appropriate time.

**313.11 Field Release of Handcuffed Subjects**

- A. Handcuffed subjects will be field released in the following instances when sworn police personnel determine that:
1. An arrest made (on or off-duty) is erroneous, improper, or otherwise inappropriate prior to book-in at the Jail or Public Inebriate Detention Center (PIDC).
  2. A subject who has been handcuffed for officer safety is not going to be arrested and charged with an offense.
  3. A subject who has been handcuffed and charged with a Class C Misdemeanor (traffic or non-traffic), but meets the guidelines as described in General Order 313.03, Misdemeanor Citations.
- B. The releasing officer will:
1. Field release the subject at the original arrest location or contact site.
  2. Document the facts and circumstances necessitating and justifying the release in an M.I.R. or related offense report. (MOC-generated or handwritten).
  3. List the subject as the complainant on the M.I.R. and include the subject's telephone number and address.
  4. Notify a supervisor and document the notification in the M.I.R.
  5. Forward a copy of the M.I.R. through the chain-of-command to his/her Organizational Commander.
- C. In situations where more than one individual is detained and released only one M.I.R. needs to be generated. The releasing officer will document the name, address, and telephone number of the additional subjects on the witness pages of the M.I.R. and the facts and circumstances of the incident in the narrative.

**313.12 Searching of Prisoners**

- A. All prisoners will be searched at the time of arrest, or as soon as possible after the arrest, and before being transported.
- B. Officers will not perform any strip or body cavity searches of any prisoner. These searches will be conducted at Lew Sterrett Justice Center by a Dallas County deputy or detention officer.
- C. Purses, luggage, belt packs, hats, gloves, and coat pockets of female prisoners will be searched by the arresting officer at the time of arrest.
- D. Bodily searches of female prisoners will be conducted only by female Dallas Police officers. If a female officer is not available in the arresting officer's division, the arresting officer will contact Communications to request a female officer from another division or law enforcement agency.
- E. Officers transporting prisoners for other officers will search all prisoners before accepting custody. Transporting officers will be present during the search of a female prisoner by a female officer before accepting custody.
- F. The transporting officer will be held accountable for any prisoner arriving at any jail, detention or police facility with a weapon or contraband.

**313.13 Transportation and Handling of Prisoners**

- A. General Guidelines for Transporting Prisoners
1. The following definitions apply to this section:
    - a. Police vehicle: Refers to any city owned vehicle used to transport prisoners
    - b. Officer: Refers to any sworn member of the Department
  2. Officers will search their issued police vehicles before beginning their tour of duty. This will include prior to and after transporting prisoners to ensure that the vehicles are free of any weapons and contraband
  3. Motorcycles will not be used for transporting prisoners.
  4. Unless otherwise approved by a supervisor, all prisoners will be handcuffed, and the handcuffs double locked.
  5. Prisoners will be secured in their seat with a seat belt.
  6. Once the prisoner is secured the officer will immediately disable the vehicle's door locks and windows by utilizing the lockout buttons on the driver's door control panel. Officers will engage the child safety locks on the back doors of the patrol vehicle by using the end of the ignition key and move the plastic key/lock device to engage the child safety locks.
  7. The feet of violent or potentially violent prisoners should be secured with flex-cuffs or leg restraints or both if their actions indicate they may pose a threat to the transporting officer or to the police vehicle or equipment.
  8. The hog-tie method of maximum restraint will not be used. This method of restraint, which positions the prisoner stomach-side down with hands and feet joined in the back, places the prisoner in a physical position that restricts breathing capability and places the subject at risk for positional asphyxia.
  9. Persons arrested by DPD officers or placed in their custody will not be left unsupervised at anytime.
  10. If an arrested person experiences a medical emergency the officers will immediately request a Dallas Fire Rescue ambulance be called to the scene to evaluate the prisoner prior to being transported to a jail facility. (Emergency means any circumstance that calls for immediate action and in which the element of time in transporting the sick, wounded, or injured for medical treatment is essential to the health or life of the person.)
  11. Prisoners exhibiting symptoms of excited delirium, drug-induced psychosis, or a psychotic episode are to be immediately transported to a medical facility by Dallas Fire Rescue ambulance. An officer will accompany the prisoner in the rear of the ambulance. Additional procedures are outlined in General Order Section 905.00.
  12. Placement of Prisoners in Police Vehicles
    - a. One Officer Transport - One officer can only transport one prisoner in police vehicles that are not equipped with a prisoner partition the prisoner will be placed in the front passenger seat. At no time will a prisoner ride alone in the back seat of a police vehicle that does not have a prisoner partition system. In police vehicles equipped with a prisoner partition the prisoner will be positioned in the back right seat. The

Encl (1)

# Memorandum Item 2C



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT CPOB Rules Subcommittee Community Member Vacancy

At the December 8, 2020 CPOB meeting, Dallas community members were voted onto the five CPOB subcommittees.

The 3 slots allotted for each subcommittee were filled on four of the five CPOB subcommittees: (1) Board Training, (2) Data and Technology, (3) Community Engagement and Transparency and (4) Policy.

The CPOB Rules Subcommittee on had two nominees. Therefore, only two seats were filled on that subcommittee.

CPOB Chairman Enobakhare, Jr. would like to discuss with the Board a process for filling the last vacant community member seat on the Rules Subcommittee.

Tonya McClary  
Police Monitor

Cc: T.C. Broadnax, City Manager

# Memorandum Item 3A



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT Board Training Subcommittee Board Decorum Project

On December 21, 2020, the Board Training Subcommittee met. One of the items on their agenda was to discuss upcoming projects for the year.

During the discussion of that agenda item the subcommittee started talking about issues related to board decorum and the subcommittee came up with some suggestions on how to deal with the areas of concern.

CPOB Chairman Enobakhare, Jr. wants to give the full Board a preview of these discussions and the upcoming work tasked to the Board Training Subcommittee.

Chairman Enobakhare, Jr. will return to the Board to vote on the recommendations that come out the subcommittee's work at a future CPOB meeting.

Tonya McClary  
Police Monitor

Cc: T.C. Broadnax, City Manager

# Memorandum Item 3B



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT OCPO Audit

On November 20, 2020 City Manager T. C Broadnax, received a memorandum from the City Auditor. The subject of the memorandum was, “Engagement Letter and Entrance Details – Audit of the Office of Community Police Oversight”.

Because OCPO was cc’d on the letter it was also notified on that day as well.

According to Attachment A of the Engagement Letter which contains the Entrance Details, the audit was requested by City Council Member Carolyn King Arnold.

Director McClary has had several conversations with the auditing team.

Now that the audit is officially starting, the Director wanted to notify the CPOB that this was happening.

Director McClary will keep the Board updated monthly regarding the audit until it is completed.

There is a proposed timeline for completion of the audit in the Entrance Details. It has been cut and pasted below for the Board’s convenience.

The estimated timeline to complete the audit is as follows:

- Fieldwork Completion – February 2021
- Provide Draft Report to Management – March 2021
- Publish Final Report – April 2021

Attached is the Engagement Letter and Entrance Details from the City Auditor’s Office.

Tonya McClary  
Police Monitor

Cc: T.C. Broadnax, City Manager

# Memorandum



CITY OF DALLAS

**DATE:** November 20, 2020

**TO:** T.C. Broadnax, City Manager

**SUBJECT:** Engagement Letter and Entrance Details – Audit of the Office of Community Police Oversight

On behalf of the City of Dallas City Council, the Office of the City Auditor is initiating the *Audit of the Office of Community Police Oversight*. This audit is part of our Fiscal Year 2021 Audit Plan to provide City Council assistance as requested.

The preliminary objective of the audit is to evaluate the financial, operational, and program performance of the Office of Community Police Oversight. The scope of this audit will be from inception of the Office of Community Police Oversight through October 31, 2020.

**Due to the City's ongoing response to the national outbreak of the novel Coronavirus, we will not schedule an entrance conference for this engagement.** Audit details discussed during the entrance conference are provided in [Attachment A](#). Please contact us if you would like to meet via telephone or video conference to discuss the details of the audit further. An exit conference will be held at the end of the audit to communicate the audit results and to solicit management feedback on the draft report.

Initially, assistance will be needed to help us gain a better understanding of the Office of Community Police Oversight operations. During the audit, we plan to: (1) interview personnel; (2) review policies and procedures, relevant City Council Resolutions, City Administrative Directives, and contracts; (3) identify risks to meeting the Office of Community Police Oversight service objectives; and (4) evaluate internal controls, processes, and financial and operational information. We ask that you please communicate any anticipated delays in providing assistance **for this audit due to the City's response to the outbreak.**

Rory Galter, Audit Manager, will oversee this audit engagement. He can be reached at 214-671-5047 or by e-mail at [rory.galter@dallascityhall.com](mailto:rory.galter@dallascityhall.com). You may also contact me at 214-670-3222 or by email at [mark.swann@dallascityhall.com](mailto:mark.swann@dallascityhall.com).



Sincerely,



Mark S. Swann  
City Auditor

C: Honorable Mayor and Members of the City Council  
Christopher J. Caso, City Attorney  
Kimberly Bizer Tolbert, Chief of Staff  
Jon Fortune, Assistant City Manager  
Tonya McClary, Director – Office of Community Police Oversight  
M. Elizabeth Reich, Chief Financial Officer  
Sheri Kowalski, City Controller  
Ra-Keba Gordon, Assistant Director of Financial Compliance, Auditing, and Monitoring, –  
City Controller's Office

## Attachment A: Entrance Details

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### Audit Team

The In-Charge Auditor for the audit will be Shino Knowles, Assistant City Auditor III. She can be reached by email at [shino.knowles@dallascityhall.com](mailto:shino.knowles@dallascityhall.com).

### Objective and Methodology

The audit will focus on the following areas as requested by City Council Member Carolyn Arnold:

- Scope of Work
- Budgeting
- Performance – Marketing Procedures and Deliverables
- Hiring Procedures
- Contracting Procedures and Purchasing Invoices

During the planning phase, we will identify relevant criteria to conduct this audit, including: City Codes, City Council Resolutions, City Administrative Directives, contracts, and the Office of Community Police Oversight's policies and procedures. The audit methodology will include: (1) interviewing personnel; (2) reviewing the financial, operational, and program performance activities of the Office of Community Police Oversight as they relate to the areas previously noted; and (3) reviewing the hiring process.

### Reporting Process and Timeline

At the conclusion of fieldwork, we will request a meeting with the director of the Office of Community Police Oversight to discuss the preliminary observations and obtain feedback. We will then develop the draft report and conduct the exit conference to discuss the audit results outlined in the draft report. After that meeting, we will revise the draft report. The Office of Community Police Oversight's director will be provided 30 calendar days to respond to the draft report. We will be available to meet with the director of the Office of Community Police Oversight during the response window to discuss the response to the audit recommendations. **Auditor's working papers are confidential and will not be released to the public.**

The estimated timeline to complete the audit is as follows:

- Fieldwork Completion – February 2021
- Provide Draft Report to Management – March 2021
- Publish Final Report – April 2021

Please note that the estimated timeline is subject to the availability of information and department responses.

# Memorandum 3C



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT **Office of Community Police Oversight December 2020 Report**

Attached you will find the December monthly complaint statistical report from the Office of Community Police Oversight (OCPO). This report provides a summarization of the total number of External complaints turned into the OCPO and IAD, the source of the complaints, and the disposition of the complaints. Also attached is an external Complaint Workflow Process diagram and general definition document that defines categories for no investigation which are listed as “No Investigation” on the monthly reports.

Attached are also summaries of the complaints and inquiries received by OCPO in December.

The external complaints for January are in the review process and will be provided once this information has been completed.

Please do not hesitate to reach out should you have any questions or concerns.

Tonya McClary  
Police Monitor

cc: T.C. Broadnax, City Manager

**External Administrative Complaints Received in IAD as of October 1 2019 to December 31 2020 for Fiscal Year 2020-2021**

External Administrative Complaints Received as of 1/5/2021																								
Total External Complaints by Source	Oct		Nov		Dec		Jan		Feb		March		April		May		June		July		Aug		Sept	
	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO	DPD	OCPO
DPD Total	68	0	61	0	67	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Email	38		36		34																			
External Fax																								
External Letter	7		5		7																			
External Telephone	1				1																			
External Online Form	5		11		10																			
External Walk-in DPD	17		9		15																			
OCPO Total	21	0	30	0	20	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Email OCPO	1		2		6	7																		
External Fax OCPO																								
External Letter OCPO	2		1		1																			
External Telephone OCPO					9																			
External Online Form OCPO	18		27		13																			
External Walk-in OCPO					1																			
Grand Total	89	0	91	0	87	17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
External Complaints Processed by Internal Affairs as of 1/5/2021																								
Divisional Investigations with Category	20	0	12	0	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Discourtesy or Unprofessionalism	15		4		4																			
Fail to Complete Reports	1																							
Improper Action	2		5		2																			
Improper Comments																								
Improper or No Investigation	2		3		5																			
Internal Affairs Investigations and Category	6	0	10	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Abuse of Authority	1		1																					
Adverse Conduct	1		3																					
Dispatch/911 Violation																								
Discourtesy to Other Employees																								
Failed to Complete Report on Time																								
Failed to Secure Property																								
Harassment																								
Improper or False Arrest	1		1																					
Improper or No Investigation	1		1																					
Improper Release of Information			1																					
Incomplete or Erroneous Report			1																					
Inquiry																								
Lost/Damaged Citizen Property																								
Mistreatment of Citizen																								
Placed Citizen in Danger																								
Racial Profiling																								
Use of Force	2		2		1																			
Improper Action					1																			
Public Integrity Investigation Referral	4		3		3																			
No Investigation Conducted and Reason	63	0	69	0	74	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Did not meet criteria	1																							
Duplicate Complaint	1		3		2																			
Fail to Articulate	4		3																					
Guilt or Innocence	7		5		3																			
Information Only	6		8		14																			
More Information	5		5		3																			
Need Signature																								
No Violation	24		34		14																			
No Violation BWC	6		7		3																			
Non Employee	8		3		2																			
Other (Outside Agency)					1																			
Possible																								
Sixty Day	1		1																					
Third Party																								
Unknown Officer																								
OCPO Investigation																								
Recent EC's under review (as of 1/5/2021)					32																			
Grand Totals	89	0	91	0	87	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

\*Data available in IAPro as of 1/5/2021. The data for November was re-verified.



# Office of Community Police Oversight

## Complaints & Inquiry's

### December 2020

Enclosed are the complaints received in the Office of Community Police Oversight for the weeks of December 1, 2020 to December 31, 2020.

The office opened in October 2019 and has received 723 complaints and inquiries as of December 31, 2020. There were 63 complaints and inquiries received by the office in December of 2020. Below are summaries of those complaints and inquiries.

- Actual complaints against the Dallas Police Department. (17)
- Inquiries from individuals received through the complaint system that are not actually complaints against the Dallas Police Department. In those cases, individuals were directed to the appropriate departments/agencies for services. This section also documents civilians that contacted OCPO to follow-up on a complaint that was already filed against DPD. (47)

### Complaints

12/1/2020	Complainant stated her daughter was missing and does not feel she is getting enough help from the detective on her case. She was told by the detective "I have 80 cases on my plate right now". Case was reviewed by IAD and OCPO and has been sent as a Division Referral to the Missing Persons/Youth Division. Police Monitor also scheduled a meeting with the detective and the complainant.
12/4/2020	Complainant said she was forced to leave the store by a DPD officer at a mall because she would not wear a mask even though she had a doctor's note saying she had underlying health issues that prohibited her from wearing one. Case was reviewed by IAD and OCPO and there will not be an investigation. Officer was not a part of DPD.
12/6/2020	Complainant said he called the police about a noise complaint. They came the first time and said they did not hear anything. He called them back and the police never showed up the second time. Case was reviewed by IAD and OCPO and will be a No Investigation. DPD did return the second time and it was determined that there was no policy violation.
12/7/2020	Complainant said after she got in a car accident, she was told to sign a paper saying she did not want to press charges on the person that hit her. She did not understand what she was signing due to still being in shock of the accident and feels the officer should have made sure she understood what was happening. Case was reviewed by IAD and OCPO and will be a No Investigation. Accident happened on the freeway and will be given to the Sheriff's Department. There was no DPD involvement.





## Office of Community Police Oversight

### Complaints & Inquiry's

12/7/2020	Complainant said detective over her case was rude, disrespectful, and non-responsive. When she asked to speak to his superior, he refused to give her the information. Case was reviewed by IAD and OCPO and will be sent as a Division Referral to the Family Violence Division.
12/8/2020	Complainant was pulled over and arrested by police for spectating at a drag race and was treated badly. He believed his shoulder was torn and his truck was trashed during his interactions with DPD. DPD officers were also not wearing a mask. Case was reviewed by IAD and OCPO and will be sent as Division Referral to the Southeast Division.
12/9/2020	Complainant says he was racially profiled for being white in a black area. He was pulled over twice by the same police officers in a 30-minute time period and he feels he was specifically targeted and harassed. Case was reviewed by IAD and OCPO and will be sent as Division Referral to the Northwest Division.
12/9/2020	Complainant says him and his neighborhood were targeted by police and harassed when police came in the home at 1am to arrest the neighbor. Case was reviewed by IAD and OCPO and will be a No Investigation because there was no policy violation for DPD officers.
12/9/2020	Complainant called in his hit and run accident and waited for an hour for police to show. Two squad cars passed him while he was waiting. He had to leave for work and never received assistance by DPD. Case was reviewed by IAD and OCPO and will be a No Investigation but will be sent as a FYI to Communications.
12/14/2020	Complainant says officer Phyllis Evans continues to harass her and ruin her life. Case was reviewed by IAD and OCPO and will not be investigated at this time. We need more information because this seems to be a duplicate of a complaint that was filed earlier by this same complainant.
12/15/2020	Complainant called 911 because she says a man was harassing her. The 911 operator was rude and told her there was nothing they could do about it. Case was reviewed by IAD and OCPO and will be sent as a Division Referral to the North Central Division.
12/22/2020	Complainant was harassed and mistreated by police after a misunderstanding with her taxi driver regarding payment. Case was reviewed by IAD and OCPO and will be a No Investigation. This case was cleared by body worn camera.
12/22/2020	Complainant says he witnessed African American teenagers being mistreated by DPD officers at a Walmart. Case was reviewed by IAD and OCPO and will be a No Investigation because it was cleared by body worn camera.
12/22/2020	Complainant says he feels his life is in danger after a DPD officer had an affair with his wife and he found out about it. Officer also works as an off-duty security officer for the complainant's restaurant. Case was reviewed by IAD and OCPO and will be staying with IAD for further investigation.





## Office of Community Police Oversight Complaints & Inquiry's

12/23/2020	Complainant says he got in a car accident and his insurance is asking for the police report, but the police officer would not file one. Case was reviewed by IAD and OCPO will be a No Investigation due to it being cleared by body worn camera. DPD officers do not have to file a police report for a car accident when there are minor damage or injuries.
12/24/2020	Complainant says officers were being disrespectful after calling them on a neighbor that called her a “fat ugly N__ger” and causing disruption in her apartment. Complainant says police told her “it’s a free country and she can say what she wants”. Case was reviewed by IAD and OCPO and will be a No Investigation. This case was cleared by body worn camera.
12/30/2020	Complainant says she called 911 dispatch and they hung up in her face. After calling back she spoke with someone who gave her the contact number to Communications supervisor and once she called that number, they had no idea who the supervisor was. Case was reviewed by IAD and OCPO and case will be sent as a Division Referral to the Communications department.

### Inquiry

12/1/2020	Individual says there has been a lot of speed racing in his neighborhood and would like if there was an increase in police patrol in the area. OCPO gave him the non-emergency number to DPD headquarters to request this service.
12/1/2020	Individual wants to report being harassed and stalked. OCPO reminded her that in cases of an emergencies she should call 911 immediately. OCPO also gave her the non-emergency phone number to file a police report
12/1/2020	Individual wants to file a noise complaint. OCPO told her to call 911 if the loud noise is occurring now or she can call the non- emergency number.
12/1/2020	Individual says someone broke into her store, stole a cell phone, and went through personal information. OCPO gave her the non – emergency number to file a report and reminded her in the case of a break-in to call 911.
12/2/2020	Individual wanted to file a fraud report. OCPO showed her how to file a fraud complaint online.
12/2/2020	Individual wanted to report harassment. OCPO gave him the non-emergency number
12/2/2020	<i>Follow-up:</i> Individual wanted an update on his case. OCPO staff gave the complainant an update on his case.



## Office of Community Police Oversight Complaints & Inquiry's

12/3/2020	Individual says he hired a contractor, and he stole the money and did not do any of the work. OCPO gave him the non- emergency number to file a police report.
12/3/2020	Individual wants to file a noise complaint. OCPO told her to call 911 if the loud noise is occurring now or she can call the non- emergency number.
12/3/2020	Individual says someone from a sugar daddy website is sending him money. OCPO gave him the non- emergency and sent him the link to the DPD website so he can file a fraud complaint.
12/3/2020	Individual says cars are racing near a property he is trying to buy and believes drugs are being sold in the area. Individual wants to increase police patrol. OCPO gave him the non- emergency number to DPD and reminded him that he sees any criminal activity to call 911 immediately.
12/7/2020	Individual sent attachments to the CPOB in advance of their December 8, 2020 meeting and wanted OCPO to make sure the audio was able to be opened and heard. OCPO opened the attachment and played it back for the individual to confirm it could be heard.
12/8/2020	Individual is an elderly woman who wants to get a gun and wanted information from an officer on offenses from her past to make sure she is eligible for the gun. OCPO gave her the non- emergency number so she could talk to an officer.
12/8/2020	Individual wanted to report his car being vandalized. OCPO gave him the non- emergency number and showed him how to go online and fill out a report.
12/9/2020	Individual wants to file a noise complaint against a neighbor. OCPO gave her the non- emergency to DPD.
12/9/2020	Individual has a friend in jail and says his information is in the system wrong and it needs to be changed so he can make phone calls. OCPO gave her the number to the Sheriff's Department.
12/9/2020	<i>Follow-up:</i> Individual completed a OCPO Citizen's Review Form. OCPO staff had several conversations with the individual and tried to resolve his issues. When that did not seem possible OCPO staff alerted the complainant that his case would be discussed with eh CPOB at their January 12, 2021 meeting.
12/10/2020	Individual is a DPD officer and wanted to file a complaint against others in his department. He says DPD covers up and hides things for their own. OCPO informed him that we only handle external complaints. OCPO does not handle internal complaints from DPD officer.
12/10/2020	Individual wants to learn how to file a fraud complaint and is having issues finding it online. OCPO walked her through each step of filling any kind of complaint on the DPD website.



## Office of Community Police Oversight

### Complaints & Inquiry's

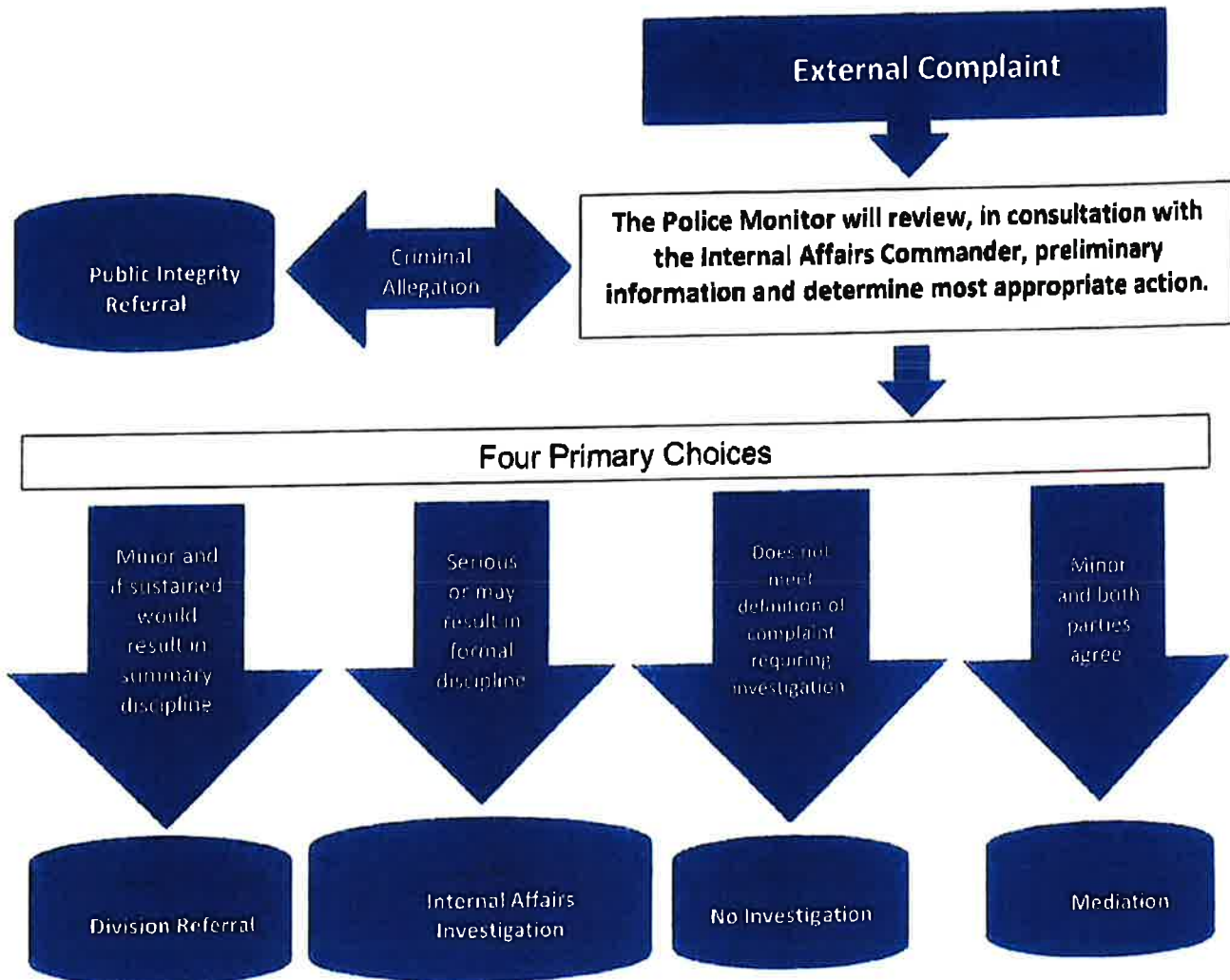
12/13/2020	Individual was threatened at an apartment complex in Little Elm and was not happy with how the officer treated her. OCPO told her we could not take a complaint for that area but gave her the non-emergency for the Little Elm Police Department.
12/14/2020	Individual wants to file a report against her ex-boyfriends' sister for harassment. OCPO gave her the non-emergency number to DPD and showed her how to file a report online.
12/15/2020	Individual says she is getting phone calls saying she has won a large amount of money. OCPO gave her the number to the Fraud Division and gave her the DPD non-emergency number and informed her that OCPO only takes complaints against City of Dallas Police Officers.
12/15/2020	Individual says someone stole her phone and money and she wanted to file a police report. OCPO gave her the non-emergency number to DPD and told her in the case of robbery she should call 911 immediately.
12/16/2020	Lieutenant from Maryland is trying to get the personnel record for her Marine that was arrested in Dallas. OCPO gave her the number to the Open Records Department and showed her where she can request it online.
12/16/2020	<i>Follow Up:</i> Individual is trying to follow up on a complaint she filled about her sons' father being killed by DPD. OCPO informed her that the DA's Office will not be pressing charges against any of the officers involved in the case and that IAD now has the case. OCPO gave her a point of contact in IAD.
12/17/2020	<i>Follow Up:</i> Individual wanted to follow up because he received a "No Investigation Letter" from IAD regarding his case. OCPO gave him a point of contact in IAD.
12/17/2020	Individual says he was at Fuel City when the police were called on him and his girlfriend. The individual wanted to file a report with the officer and was told it was a civil matter. OCPO asked him if he wanted to file a complaint against the officer but he was unsure at the moment. OCPO gave him a complaint form just in case he changed his mind.
12/17/2020	Individual wants to file a report on someone who is doing gift card scams in her area. OCPO gave her the non-emergency number to give police the location of the man doing the scams.
12/21/2020	Individual wants to file a report because someone called her phone saying she won money. She saved the number so OCPO gave her the non-emergency number to call DPD.
12/21/2020	Individual wants to find information on his citation like what street he was on when he got pulled over. OCPO showed him how to search for information on his citation and how to resolve it on the Courts and Detention website.
12/21/2020	Individual wants to file a complaint on an Irving Police Officer. OCPO gave her the number to Irving PD.



## Office of Community Police Oversight Complaints & Inquiry's

12/22/2020	Individual wants to file a report on someone selling clothes illegally on social media. OCPO gave her the non-emergency number to DPD and showed her how she can file a report online.
12/22/2020	Individual wants to file a noise complaint. OCPO gave him the non-emergency number to DPD.
12/22/2020	Individual received a call and text message from a detective and called OCPO to verify if the officer was real. OCPO looked up the detective and verified the officer does work for DPD and gave her the non-emergency number to confirm with them as well.
12/22/2020	Individual sent in a complaint form that was unclear and not directive. OCPO is trying to follow up and see if her complaint is against a DPD officer.
12/22/2020	Individual had a bad transaction with Apple (the company). OCPO gave her Apple's customer service number and told her if she feels she was scammed she can call the DPD non-emergency number.
12/28/2020	Individual called wanting the CPOB Chairman and his CPOB district representative to speak at his neighborhood watch organization. OCPO connected him to the CPOB Chairman and his CPOB district representative.
12/29/2020	Individual wanted to file a report because someone vandalized his truck. OCPO gave him the non-emergency number to DPD and showed him how to file a report online.
12/30/2020	<i>Follow- Up:</i> Individual wanted to follow up on what to do about her case where a suicide warrant was put out for her. OCPO connected her to the Director to get her questions answered.
12/31/2020	Individual wanted to find the detective over his case involving his stolen vehicle. OCPO gave him the non-emergency number to DPD so he could find that detective.

# External Complaint Workflow Process





## External Complaint Workflow

### No Investigation Sub-Classification General Definitions

It is the policy of the Department to accept and investigate all complaints of misconduct or wrongdoing from any citizen as prescribed by state law and Department policy. Complaints are handled in accordance with Texas Government Code, Section 614.021-614.023, as interpreted by the City Attorney.

A No Investigation (NI) number is assigned to information received in the Internal Affairs Division that does not meet the guidelines of a complaint requiring a full investigation by the Department. The information is given a sub-classification for statistical tracking purposes. The current sub-classifications used are:

- **Does not meet criteria-** Complaints relative to differences of opinion between a citizen and the investigating officer regarding the contributing factors listed on an accident report will not be investigated. If a person calls or comes in but does not want to provide a written statement at that time, it will be entered. If they fail to follow up and provide a written complaint in any format, it may result in this sub-classification.
- **Duplicate Complaint-** Person is making a repeated allegation that has already been handled by the department.
- **Fail to Articulate-** Person may be complaining but does not make an allegation of misconduct.
- **Guilt or Innocence-**
  - Complaints relative to differences of opinion between a citizen and an arresting police officer regarding the guilt or innocence of that citizen will not be investigated but will be properly disposed of within the judicial system. If a citizen can furnish evidence that the arrest was malicious and/or illegal, the complaint may be investigated at the discretion of the Internal Affairs Division Commander.
  - Complaints relative to differences of opinion between a police officer and a citizen over the issuance of a traffic citation will not be investigated unless there is an allegation of a violation of law or departmental rules on the part of the officer.
- **Information Only-** A person may just be sending information or needing something from a member of the department. For instance, needing a detective to call them back about a case. A complaint about having to wait a long time for a police response to a 911 call may receive this sub-classification. Information is forwarded to division of responsibility.
- **More Information-** Person makes an allegation of misconduct, but the department needs more information to make determination on how to proceed.



- **No Violation-** Preliminary investigation is able to determine, based on evidence available, there is no violation of department procedures. Complaints involving a citizen's misunderstanding of departmental policy, which are resolved by a supervisor explaining the correct departmental policy and where the citizen is satisfied with the response, will not require investigation.
- **No Violation BWC-** Preliminary investigation is able to determine there is no violation due to review of officer's body worn camera.
- **Non-Employee-** Person makes allegation into misconduct of person who is not an employee of the police department.
- **Sixty Day-** Complaints are not typically accepted more than sixty days after the alleged incident, with the following exceptions:
  - When the complaint involves a criminal violation, the criminal statute of limitations will prevail.
  - When the complainant can show good cause for not making the complaint within the specified time limit.
- **Third Party-** Person complaining has no direct knowledge of incident. Often used when person sends an email or letter after seeing a negative news or social media story.

In all case, the citizen is sent a return letter to inform them that the information or complaint has been received and how it will be handled. If the department is not going to investigate, the reason is given with contact information on who they may call to discuss.

## Memorandum Item 4



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT Training Schedule for the Board

The CPOB is not only committed to community engagement, it is also committed to continued learning in the areas of oversight, policing, criminal justice and any other topics the Board deems relevant to its work.

Below is the CPOB Training Schedule for 2021.

### Calendar of CPOB Training 2021

#### January

- 27<sup>th</sup> = NACOLE Analyzing and Reporting Use of Force Statistics (1 ½ hours)

Tonya McClary  
Police Monitor

cc: T.C. Broadnax, City Manager

## Memorandum 5



CITY OF DALLAS

DATE January 12, 2021

TO Members of the Community Police Oversight Board

SUBJECT Board Member Update on Community Engagement Activity

The Board will discuss and provide an update on Community Engagement Activities.

cc: T.C. Broadnax, City Manager



**City of Dallas**

**Community Police Oversight Board (CPOB)**

**2021 Schedule**

City Hall  
1500 Marilla Street  
City Council Chambers, 6EN  
Dallas, Texas 75201

**Item 6**

Community Police Oversight Board meetings are held every 2<sup>nd</sup> Tuesday of each month, unless noted otherwise. Meetings are held at Dallas City Hall, 1500 Marilla, City Council Chambers, 6EN or virtually. Meetings normally begin at 5:30p.m. unless noted otherwise.

January 12, 2021 – Video Conference at 5:30 p.m.

February 9, 2021 – City Council Chambers, 6EN

March 9, 2021 – City Council Chambers, 6EN

April 13, 2021 – City Council Chambers, 6EN

May 11, 2021 – City Council Chambers, 6EN

June 8, 2021 – City Council Chambers, 6EN

July 13, 2021 – City Council Chambers, 6EN

August 10, 2021 – City Council Chambers, 6EN

September 14, 2021 – City Council Chambers, 6EN

October 12, 2021 – City Council Chambers, 6EN

November 9, 2021 – City Council Chambers, 6EN

December 14, 2021 – City Council Chambers, 6EN