

# Office of the Independent Police Auditor

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**T***o provide independent oversight of the citizen complaint process to ensure its fairness, thoroughness, and objectivity*

## *City Service Area*

Public Safety

## *Core Services*

### Independent Police Oversight

Independent civilian oversight of the San José Police by taking in complaints from members of the public about San José police officers, auditing misconduct investigations, preparing annual public reports, making recommendations to improve SJPD policies, participating in the Department's review of officer-involved shooting incidents, and conducting community outreach and engagement.

Strategic Support: Administrative Support

# Office of the Independent Police Auditor

## Service Delivery Framework

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PROGRAM	DESCRIPTION
<b><i>Independent Police Oversight Core Service</i></b>	
<b>Oversight of Police Misconduct Complaints and Public Outreach</b>	Independent civilian oversight of the San José Police by taking in complaints from members of the public about San José police officers, auditing misconduct investigations, preparing annual public reports, making recommendations to improve SJPD policies, participating in the Department's review of officer-involved shooting incidents, and conducting community outreach and engagement.
<b><i>Strategic Support Core Service</i></b>	
<b>IPA Management and Administration</b>	Provides administrative oversight for the department, including financial management, human resources, and analytical support.

# Office of the Independent Police Auditor

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## Department Budget Summary

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### Expected 2018-2019 Service Delivery

- Provide mandated oversight services: conduct community outreach, perform intake of complaints from the public, audit the San José Police Department's (SJPD) Internal Affairs complaint investigations, and make recommendations to improve SJPD policies and procedures.
- Identify opportunities for increased transparency in use of force investigation and police misconduct complaint processes.
- Resolve complaints, when appropriate, through the Independent Police Auditor (IPA)/SJPD mediation program.
- Identify new ways to inform San José residents about the IPA office and the services it provides.
- Distribute newly revised edition of the *Student's Guide to Police Practices*.

### 2018-2019 Key Budget Actions

- Rebudgets funding for WiFi maintenance service and printing expenses.

### Operating Funds Managed

N/A

# Independent Police Auditor's Office

## Department Budget Summary

	2016-2017 Actuals*	2017-2018 Adopted	2018-2019 Forecast	2018-2019 Adopted
<b>Dollars by Core Service</b>				
Independent Police Oversight	n/a	1,195,322	1,189,605	1,196,045
Strategic Support - Other - Public Safety	n/a	157,530	2,152	82,011
Strategic Support - Public Safety	n/a	151,090	158,143	158,143
<b>Total</b>	<b>n/a</b>	<b>\$1,503,942</b>	<b>\$1,349,900</b>	<b>\$1,436,199</b>
<b>Dollars by Category</b>				
<i>Personal Services and Non-Personal/Equipment</i>				
Salaries/Benefits	1,143,148	1,273,797	1,307,133	1,307,133
Overtime	260	1,000	1,000	1,000
<b>Subtotal Personal Services</b>	<b>\$1,143,408</b>	<b>\$1,274,797</b>	<b>\$1,308,133</b>	<b>\$1,308,133</b>
Non-Personal/Equipment	54,859	71,615	39,615	46,055
<b>Total Personal Services &amp; Non-Personal/Equipment</b>	<b>\$1,198,267</b>	<b>\$1,346,412</b>	<b>\$1,347,748</b>	<b>\$1,354,188</b>
<i>Other Costs**</i>				
City-Wide Expenses	n/a	155,378	0	79,833
Gifts	n/a	2,152	2,152	2,178
Overhead Costs	n/a	0	0	0
<b>Total Other Costs</b>	<b>n/a</b>	<b>\$157,530</b>	<b>\$2,152</b>	<b>\$82,011</b>
<b>Total</b>	<b>n/a</b>	<b>\$1,503,942</b>	<b>\$1,349,900</b>	<b>\$1,436,199</b>

\* Some data for the 2016-2017 Actual column are not available. With the change to a program-based budgeting model in 2017-2018, historical budget data by the new programs and core services is not available for prior periods.

\*\* Fund Balance, Transfers, and Reserves for funds that may be managed by this department have been excluded from this display. This information can be found in Source and Use of Funds Statements elsewhere in this document.

# Office of the Independent Police Auditor

## Department Budget Summary

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	<u>2016-2017</u> <u>Actuals*</u>	<u>2017-2018</u> <u>Adopted</u>	<u>2018-2019</u> <u>Forecast</u>	<u>2018-2019</u> <u>Adopted</u>
<b>Dollars by Fund</b>				
General Fund (001)	n/a	1,501,790	1,347,748	1,434,021
Gift Trust Fund (139)	n/a	2,152	2,152	2,178
<b>Total</b>	<b>n/a</b>	<b>\$1,503,942</b>	<b>\$1,349,900</b>	<b>\$1,436,199</b>
<b>Positions by Core Service</b>				
Independent Police Oversight	n/a	5.50	5.50	5.50
Strategic Support - Public Safety	n/a	0.50	0.50	0.50
<b>Total</b>	<b>n/a</b>	<b>6.00</b>	<b>6.00</b>	<b>6.00</b>

# Office of the Independent Police Auditor

## Department Budget Summary

	2016-2017 Actuals*	2017-2018 Adopted	2018-2019 Forecast	2018-2019 Adopted	2018-2019 Adopted Positions
<b>Dollars by Program**</b>					
<b>Independent Police Oversight</b>					
Oversight of Police Misconduct Complaints and Public Outreach	n/a	1,195,322	1,189,605	1,196,045	5.50
<b>Sub-Total</b>	<b>n/a</b>	<b>1,195,322</b>	<b>1,189,605</b>	<b>1,196,045</b>	<b>5.50</b>
<b>Strategic Support - Public Safety</b>					
Independent Police Auditor Management and Administration	n/a	151,090	158,143	158,143	0.50
<b>Sub-Total</b>	<b>n/a</b>	<b>151,090</b>	<b>158,143</b>	<b>158,143</b>	<b>0.50</b>
<b>Strategic Support - Other - Public Safety</b>					
Independent Police Auditor Gifts	n/a	2,152	2,152	2,178	0.00
Independent Police Auditor Other Departmental - City-Wide	n/a	155,378	0	79,833	0.00
<b>Sub-Total</b>	<b>n/a</b>	<b>157,530</b>	<b>2,152</b>	<b>82,011</b>	<b>0.00</b>
<b>Total</b>	<b>n/a</b>	<b>\$1,503,942</b>	<b>\$1,349,900</b>	<b>\$1,436,199</b>	<b>6.00</b>

\* Data for the 2016-2017 Actual column are not available. With the change to a program-based budgeting model in 2017-2018, historical budget data by the new programs and core services is not available for prior periods.

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# Office of the Independent Police Auditor

## Budget Reconciliation

Personal Services and Non-Personal/Equipment  
(2017-2018 Adopted to 2018-2019 Adopted)

	Positions	All Funds (\$)	General Fund (\$)
<b>Prior Year Budget (2017-2018):</b>	<b>6.00</b>	<b>1,346,412</b>	<b>1,346,412</b>
<b>Base Adjustments</b>			
<b>One-Time Prior Year Expenditures Deleted</b>			
• Rebudget: Independent Police Auditor Recruitment		(32,000)	(32,000)
<b>One-time Prior Year Expenditures Subtotal:</b>	<b>0.00</b>	<b>(32,000)</b>	<b>(32,000)</b>
<b>Technical Adjustments to Costs of Ongoing Activities</b>			
• Salary/benefit changes:		33,336	33,336
- 1.0 Assistant Director to 1.0 Assistant Independent Police Auditor			
<b>Technical Adjustments Subtotal:</b>	<b>0.00</b>	<b>33,336</b>	<b>33,336</b>
<b>2018-2019 Forecast Base Budget:</b>	<b>6.00</b>	<b>1,347,748</b>	<b>1,347,748</b>
<b>Budget Proposals Approved</b>			
1. Rebudget: WiFi Maintenance and Printing		6,440	6,440
<b>Total Budget Proposals Approved</b>	<b>0.00</b>	<b>6,440</b>	<b>6,440</b>
<b>2018-2019 Adopted Budget Total</b>	<b>6.00</b>	<b>1,354,188</b>	<b>1,354,188</b>

# Office of the Independent Police Auditor

## Budget Changes By Department Personal Services and Non-Personal/Equipment

<b>2018-2019 Adopted Budget Changes</b>	<b>Positions</b>	<b>All Funds (\$)</b>	<b>General Fund (\$)</b>
<b>1. Rebudget: WiFi Maintenance and Printing</b>		<b>6,440</b>	<b>6,440</b>
<i>Public Safety CSA</i>			
<i>Independent Police Oversight Core Service</i>			
<i>Oversight of Police Misconduct Complaints and Public Outreach Program</i>			
This action rebudgets unexpended 2017-2018 non-personal/equipment funding of \$6,440 for WiFi maintenance and printing costs. (Ongoing costs: \$0)			
<b>2018-2019 Adopted Budget Changes Total</b>	<b>0.00</b>	<b>6,440</b>	<b>6,440</b>





# Office of the Independent Police Auditor

## Performance Summary

### Independent Police Oversight

#### *Performance Measures*

	2016-2017 Actual	2017-2018 Target	2017-2018 Estimated	2018-2019 Target
 # of IPA recommendations to change policy or procedure made to the Internal Affairs Commander/Police Chief/City Council	7	8	10	10
 % of community members responding to evaluations at outreach presentations or events who report an increased knowledge of IPA and the citizen complaint process	99%	96%	96%	96%

#### *Activity and Workload Highlights*

	2016-2017 Actual	2017-2018 Forecast	2017-2018 Estimated	2018-2019 Forecast
% of complainants filing their complaint at the IPA office rather than at Internal Affairs	55%	51%	57%	58%
# of classified complaints	199	182	210	220
# of total cases	225	200	235	245
# of outreach presentations/events <sup>1</sup> :				
- Total <sup>2</sup>	118	101	145	125
- To youth	44	36	40	40
- To immigrant and minority communities	71	68	50	58
# of persons receiving community outreach services	5,976	5,043	5,200	5,198
# of agencies/community organizations that received outreach materials from the IPA:				
- Total <sup>2</sup>	84	60	70	72
- To youth	43	28	34	36
- To immigrant and minority communities	65	32	44	51

<sup>1</sup> An outreach presentation/event may involve youth and immigrant and minority communities concurrently.

<sup>2</sup> The total represents City-Wide presentation/events and agencies/community organizations, which includes youth and immigrant and minority communities.

# Office of the Independent Police Auditor

## Departmental Position Detail

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<b>Position</b>	<b>2017-2018 Adopted</b>	<b>2018-2019 Adopted</b>	<b>Change</b>
Analyst II, Independent Police Auditor	1.00	1.00	-
Assistant Director	1.00	0.00	(1.00)
Assistant Independent Police Auditor	0.00	1.00	1.00
Independent Police Auditor	1.00	1.00	-
Office Specialist II	1.00	1.00	-
Senior Analyst, Independent Police Auditor	2.00	2.00	-
<b>Total Positions</b>	<b>6.00</b>	<b>6.00</b>	<b>0.00</b>

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