

Office of the Independent Police Auditor

Shivaun Nurre, Independent Police Auditor

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To 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 Department (SJPD) 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

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Service Delivery Framework

PROGRAM	DESCRIPTION
<i>Independent Police Oversight Core Service</i>	
Oversight of Police Misconduct Complaints and Public Outreach	Independent civilian oversight of the San José Police Department (SJPD) 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.
<i>Strategic Support Core Service</i>	
IPA Management and Administration	Provides administrative oversight for the department, including financial management, human resources, and analytical support.

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Department Budget Summary

Expected 2020-2021 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.
- Coordinate with SJPD on implementing any agreements reached on expansion of Independent Police Auditor (IPA) authority.
- Update IPA dashboard incorporating text-based surveys, data visualizations, and the IPA Year End Report.
- Leverage a mix of traditional and technological community engagement tools (i.e., social media, informational flyers/updates) in order to connect and reach residents of San Jose, while adhering to social distance policies.

2020-2021 Key Budget Actions

- Adds \$150,000 of one-time non-personal/equipment funding to establish a process to review "police use of force" policies, conduct community engagement, and reform policies consistent with best practices.
- Adds \$15,000 of one-time non-personal/equipment funding for software to support the Independent Police Auditor's Online Complaint form, enabling receipt of multiple large format media files.

Operating Funds Managed

N/A

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Department Budget Summary

	2018-2019 Actuals ***	2019-2020 Adopted	2020-2021 Forecast	2020-2021 Adopted
Dollars by Core Service				
Independent Police Oversight	1,196,335	1,317,667	1,215,395	1,368,191
Strategic Support - Other - Public Safety	94,774	3,000	2,178	152,366
Strategic Support - Public Safety	37,876	136,375	114,461	113,481
Total	\$1,328,985	\$1,457,042	\$1,332,034	\$1,634,038
Dollars by Category				
<i>Personal Services and Non-Personal/Equipment</i>				
Salaries/Benefits	1,209,747	1,397,427	1,289,241	1,279,057
Overtime	0	1,000	1,000	1,000
Subtotal Personal Services	\$1,209,747	\$1,398,427	\$1,290,241	\$1,280,057
Non-Personal/Equipment	24,464	55,615	39,615	201,615
Total Personal Services & Non-Personal/Equipment	\$1,234,211	\$1,454,042	\$1,329,856	\$1,481,672
<i>Other Costs*</i>				
City-Wide Expenses	94,774	3,000	0	152,366
Gifts	0	0	2,178	0
Other	0	0	0	0
Other - Capital	0	0	0	0
Overhead Costs	0	0	0	0
Total Other Costs	\$94,774	\$3,000	\$2,178	\$152,366
Total	\$1,328,985	\$1,457,042	\$1,332,034	\$1,634,038

* 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. The amounts in the 2019-2020 Adopted Budget column may vary from the published Adopted Budget due to the realignment of Other Costs (primarily City-Wide Expenses and General Fund Capital) between Departments.

** The positions displayed in the 2018-2019 Actuals column reflect those included in the 2018-2019 Adopted Budget.

*** 2018-2019 Actuals may not subtotal due to rounding.

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Department Budget Summary

	2018-2019 Actuals ***	2019-2020 Adopted	2020-2021 Forecast	2020-2021 Adopted
Dollars by Fund				
General Fund (001)	1,328,985	1,457,042	1,329,856	1,634,038
Gift Trust Fund (139)	0	0	2,178	0
Total	\$1,328,985	\$1,457,042	\$1,332,034	\$1,634,038
Positions by Core Service**				
Independent Police Oversight	5.50	5.50	5.50	5.50
Strategic Support - Public Safety	0.50	0.50	0.50	0.50
Total	6.00	6.00	6.00	6.00

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** The positions displayed in the 2018-2019 Actuals column reflect those included in the 2018-2019 Adopted Budget.

*** 2018-2019 Actuals may not subtotal due to rounding.

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Department Budget Summary

	2018-2019 Actuals**	2019-2020 Adopted	2020-2021 Forecast	2020-2021 Adopted	2020-2021 Adopted Positions
Dollars by Program*					
Independent Police Oversight					
Oversight of Police Misconduct Complaints and Public Outreach	1,196,335	1,317,667	1,215,395	1,368,191	5.50
Sub-Total	1,196,335	1,317,667	1,215,395	1,368,191	5.50
Strategic Support - Public Safety					
Independent Police Auditor Management and Administration	37,876	136,375	114,461	113,481	0.50
Sub-Total	37,876	136,375	114,461	113,481	0.50
Strategic Support - Other - Public Safety					
Independent Police Auditor Gifts	0	0	2,178	0	0.00
Independent Police Auditor Other Departmental - City-Wide	94,774	3,000	0	152,366	0.00
Sub-Total	94,774	3,000	2,178	152,366	0.00
Total	\$1,328,985	\$1,457,042	\$1,332,034	\$1,634,038	6.00

* 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.

** 2018-2019 Actuals may not subtotal due to rounding.

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Budget Reconciliation

Personal Services and Non-Personal/Equipment (2019-2020 Adopted to 2020-2021 Adopted)

	Positions	All Funds (\$)	General Fund (\$)
Prior Year Budget (2019-2020):	6.00	1,454,042	1,454,042
<hr/> Base Adjustments <hr/>			
One-Time Prior Year Expenditures Deleted			
• Rebudget: WiFi Maintenance and Printing		(16,000)	(16,000)
One-time Prior Year Expenditures Subtotal:	0.00	(16,000)	(16,000)
Technical Adjustments to Costs of Ongoing Activities			
• Salary/benefit changes		(108,186)	(108,186)
Technical Adjustments Subtotal:	0.00	(108,186)	(108,186)
2020-2021 Forecast Base Budget:	6.00	1,329,856	1,329,856
<hr/> Budget Proposals Approved <hr/>			
1. Police Use of Force Review		150,000	150,000
2. IPA Online Complaint Form		15,000	15,000
3. City Retirement Contributions Pre-Funding		(10,184)	(10,184)
4. Printing/Advertising Contractual Services Savings		(3,000)	(3,000)
Total Budget Proposals Approved		151,816	151,816
2020-2021 Adopted Budget Total	6.00	1,481,672	1,481,672

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

2020-2021 Adopted Budget Changes	Positions	All Funds (\$)	General Fund (\$)
1. Police Use of Force Review <i>Public Safety CSA</i> <i>Independent Police Oversight Core Service</i> <i>Oversight of Police Misconduct Complaints and Public Outreach Program</i> As directed in the Mayor's June Budget Message for Fiscal Year 2020-2021, as approved by City Council, this action adds one-time non-personal/equipment funding of \$150,000, reallocated from the San José Police Department's overtime allocation, to establish a process to review "use of force" policies, engage the community to seek feedback on findings and recommended changes, and implement policy reforms consistent with national best practices. The process will engage the entire community, including faith leaders, social justice advocates, community leaders, criminal justice experts, the Police Officers' Association, and the San José Police Department. (Ongoing costs: \$0)		150,000	150,000
2. IPA Online Complaint Form <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 adds one-time non-personal/equipment funding of \$15,000 for software to support the Independent Police Auditor's (IPA) Online Complaint form in response to concerns received during recent periods of civil unrest and demonstrations in May and June 2020. The current online filing process cannot accommodate multiple, or large media files (photos, video, etc.). With the assistance of staff from the Information Technology Department and the City Manager's Office, a software provider has been identified whose platform will allow the public to file complaints easily through the IPA's website, with media attachments. (Ongoing costs: \$0)		15,000	15,000
3. City Retirement Contributions Pre-Funding <i>Public Safety CSA</i> <i>Core Service: Department-Wide</i> <i>Program: Department-Wide</i> This action reduces the Office of the Independent Police Auditor's (IPA) Personal Services appropriation by \$10,184, all in the General Fund, to reflect the anticipated expenditure savings associated with lower retirement contributions from the prepayment of the City's retirement costs for both the Tier 1 pension costs and the Unfunded Actuarial Liability in the Federated City Employees' Retirement System Plan and the Police and Fire Department Retirement Plan. By the City making annual prepayments of its employer contributions to the Retirement Plans in lieu of biweekly contributions, this will generate approximately \$13.9 million in savings in all funds, \$11.4 million in the General Fund. In the General Fund, these savings will be offset by an estimated loss in interest earnings of \$2.6 million and costs in TRANs debt service of \$1.4 million, giving a total net savings of \$7.4 million. (Ongoing savings: \$10,184)		(10,184)	(10,184)

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



2020-2021 Adopted Budget Changes	Positions	All Funds (\$)	General Fund (\$)
4. Printing/Advertising Services		(3,000)	(3,000)
<i>Public Safety CSA</i>			
<i>Independent Police Oversight Core Service</i>			
<i>Oversight of Police Misconduct Complaints and Public Outreach Program</i>			
<p>This action reduces non-personal/equipment funding by \$3,000 to reflect cost savings from the development of an on-line digital platform for publications using internal staff, and reduced contractual services for the layout of the annual report. City staff and civilian oversight professionals comprise the majority of the readership for the printed report, which is now available online. Minimal service impact is expected as a result of this action. (Ongoing savings: \$3,000)</p>			
2020-2021 Adopted Budget Changes Total	0.00	151,816	151,816

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Performance Summary

Independent Police Oversight

Performance Measures

	2018-2019 Actual	2019-2020 Target	2019-2020 Estimated	2020-2021 Target
 # of IPA recommendations to change policy or procedure made to the Internal Affairs Commander/Police Chief/City Council	5	7	6	6
 % of community members responding to evaluations at outreach presentations or events who report an increased knowledge of IPA and the citizen complaint process	92%	96%	90%	93%

Activity and Workload Highlights

	2018-2019 Actual	2019-2020 Forecast	2019-2020 Estimated	2020-2021 Forecast
% of complainants filing their complaint at the IPA office rather than at Internal Affairs	59%	57%	70%	65%
# of classified complaints	185	203	223	204
# of total cases	221	232	246	233
# of outreach presentations/events ¹ :				
- Total ^{2, 3}	84	130	42	42
- To youth	28	37	14	14
- To immigrant and minority communities	53	52	25	25
# of persons receiving community outreach services	3,423	4,500	3,781	3,000
# of agencies/community organizations that received outreach materials from the IPA. ²				
- Total ^{2, 3}	51	53	38	1
- To youth	28	32	18	1
- To immigrant and minority communities	46	41	24	1

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

² This measure has historically captured physical outreach materials distributed by the IPA at in-person meetings. Due to the Santa Clara County shelter-in-place orders, which began in March 2020 and were subsequently modified and continued, fewer presentations/events were conducted. Outreach efforts in 2020-2021 will focus on distributing and capturing data on social media and other avenues.

³ The total represents city-wide presentation/events and agencies/community organizations, which includes youth and immigrant and minority communities.

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Departmental Position Detail

Position	2019-2020 Adopted	2020-2021 Adopted	Change
Analyst I/II, Independent Police Auditor	1.00	1.00	-
Assistant Independent Police Auditor	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	-
Total Positions	6.00	6.00	0.00

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