

**Office of the
Independent Police Auditor**
Judge LaDoris Cordell (Ret.), 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

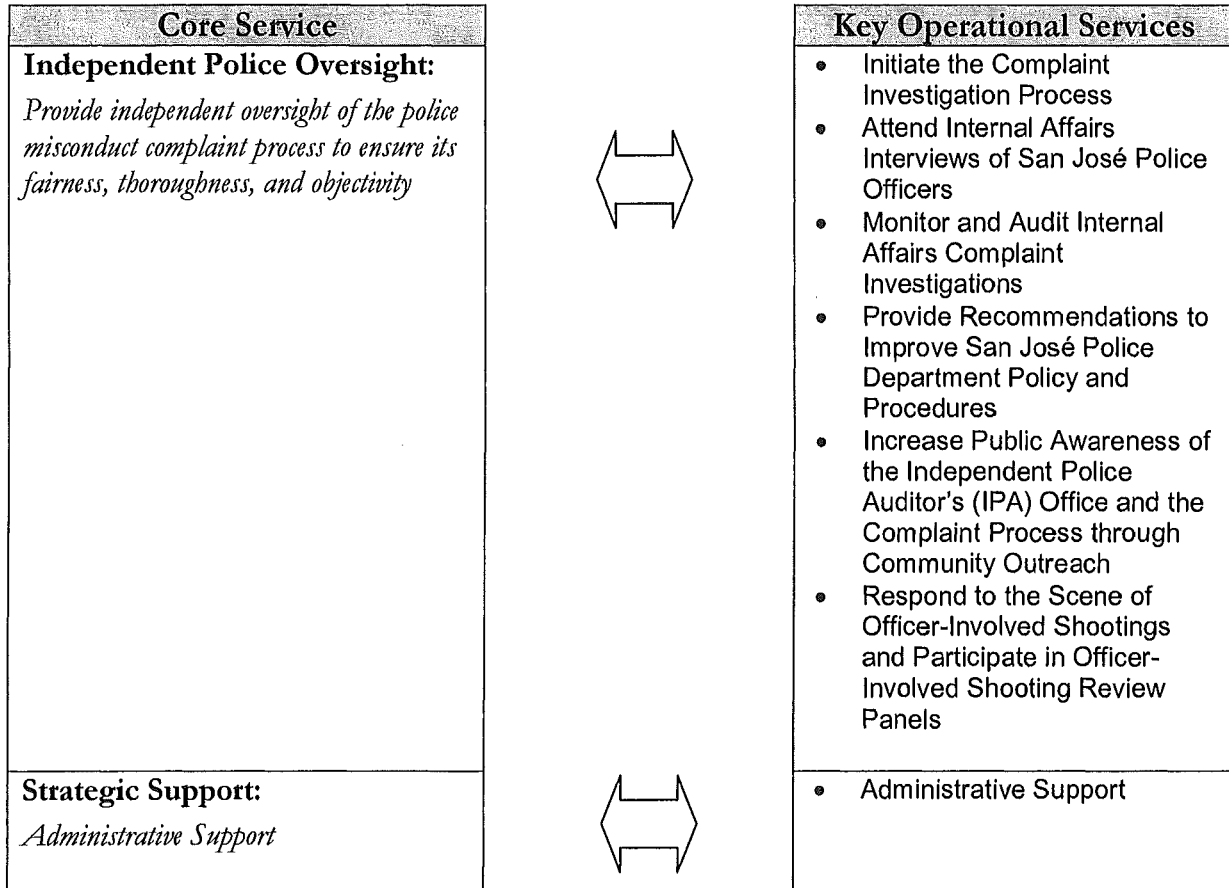
Independent Police Oversight

Provide independent oversight of the police misconduct complaint process to ensure its fairness, thoroughness, and objectivity

Strategic Support: Administrative Support

Office of the Independent Police Auditor

Service Delivery Framework



Office of the Independent Police Auditor

Department Budget Summary

Expected 2013-2014 Service Delivery

- Continue providing mandated police oversight services: conducting community outreach, performing intake of complaints from the public, auditing San José Police Department's (SJPD) Internal Affairs complaint investigations, and making recommendations to improve SJPD policies and procedures.
- Continue to resolve complaints, when appropriate, through the IPA/SJPD mediation program.
- Complete the third year of IPA-TLC (Teen Leadership Council) program, and continue to assess participant satisfaction and effectiveness in increasing outreach to youth.
- Complete the third year of providing IPA staff hours at the Mexican Consulate and continue to assess effectiveness of this outreach.
- Integrate a new database tracking system to provide statistical and trend analysis more quickly and accurately. The database has been operational since July 2013.
- Print and release a Vietnamese translation of the fourth edition of the Student's Guide to Police Practices to distribute at youth outreach presentations and to high school students throughout San José.
- Identify new and cost-effective ways to inform San José residents about the IPA office and the services it provides. Work with City and community resources to identify "hot spots" in the City (locations of frequent interaction between SJPD and residents), focus outreach at those locations, and assess outreach effectiveness.

2013-2014 Budget Actions

N/A

Operating Funds Managed

N/A

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Department Budget Summary

	2011-2012 Actual 1	2012-2013 Adopted 4	2013-2014 Forecast 3	2013-2014 Adopted 4	% Change (2 to 4)
Dollars by Core Service					
Independent Police Oversight	\$ 932,903	\$ 973,174	\$ 959,192	\$ 970,392	(0.3%)
Strategic Support	1,476	92,587	106,514	106,514	15.0%
Total	\$ 934,379	\$ 1,065,761	\$ 1,065,706	\$ 1,076,906	1.0%
Dollars by Category					
Personal Services					
Salaries/Benefits	\$ 913,326	\$ 1,035,431	\$ 1,039,341	\$ 1,039,341	0.4%
Overtime	611	1,000	1,000	1,000	0.0%
Subtotal	\$ 913,937	\$ 1,036,431	\$ 1,040,341	\$ 1,040,341	0.4%
Non-Personal/Equipment					
Total	\$ 20,442	\$ 29,330	\$ 25,365	\$ 36,565	24.7%
Total	\$ 934,379	\$ 1,065,761	\$ 1,065,706	\$ 1,076,906	1.0%
Dollars by Fund					
General Fund	\$ 934,379	\$ 1,065,761	\$ 1,065,706	\$ 1,076,906	1.0%
Total	\$ 934,379	\$ 1,065,761	\$ 1,065,706	\$ 1,076,906	1.0%
Authorized Positions by Core Service					
Independent Police Oversight	5.50	6.50	5.50	5.50	(15.4%)
Strategic Support	0.50	0.50	0.50	0.50	0.0%
Total	6.00	7.00	6.00	6.00	(14.3%)

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Budget Reconciliation

(2012-2013 Adopted to 2013-2014 Adopted)

	Positions	All Funds (\$)	General Fund (\$)
Prior Year Budget (2012-2013):	7.00	1,065,761	1,065,761
<hr/> Base Adjustments <hr/>			
One-Time Prior Year Expenditures Deleted			
• Independent Police Auditor's Office Analytical Staffing	(1.00)	(107,200)	(107,200)
One-time Prior Year Expenditures Subtotal:	(1.00)	(107,200)	(107,200)
Technical Adjustments to Costs of Ongoing Activities			
• Salary/benefit changes and the following position reallocations: -1.0 Deputy Director to 1.0 Assistant Director		106,445	106,445
• Printing and copying services		700	700
Technical Adjustments Subtotal:	0.00	107,145	107,145
2013-2014 Forecast Base Budget:	6.00	1,065,706	1,065,706
<hr/> Budget Proposals Approved <hr/>			
1. Rebudget: Outreach Advertising		6,200	6,200
2. Rebudget: Student Guide to Police Practices Printing		5,000	5,000
Total Budget Proposals Approved	0.00	11,200	11,200
2013-2014 Adopted Budget Total	6.00	1,076,906	1,076,906

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Budget Changes By Department




Adopted Budget Changes	Positions	All Funds (\$)	General Fund (\$)
1. Rebudget: Outreach Advertising		6,200	6,200
<i>Public Safety CSA</i> <i>Independent Police Oversight</i>			
This action rebudgets unexpended 2012-2013 funds for outreach advertising on local public transportation to provide the community with information about the Independent Police Auditor's Office and the services it administers. (Ongoing costs: \$0)			
Performance Results: N/A (Final Budget Modification)			
2. Rebudget: Student Guide to Police Practices Printing		5,000	5,000
<i>Public Safety CSA</i> <i>Independent Police Oversight</i>			
This action rebudgets unexpended 2012-2013 funds for the Office to print the fourth edition of the Student Guide to Police Practices to distribute at youth outreach presentations and to high school students throughout San José. (Ongoing costs: \$0)			
Performance Results: N/A (Final Budget Modification)			
2013-2014 Adopted Budget Changes Total	0.00	11,200	11,200

Office of the Independent Police Auditor

Performance Summary

Independent Police Oversight

Performance Measures

	2011-2012 Actual	2012-2013 Target	2012-2013 Estimated	2013-2014 Target
 # of IPA recommendations to change policy or procedure made to the Internal Affairs Commander/Police Chief/City Council	30	15	18	15
 % of residents rating confidence with the independent police review/oversight process as good or excellent *	N/A*	60%	51%*	60%
 % of community members responding to evaluations at outreach presentations or events who report an increased knowledge of IPA and the citizen complaint process	99%	99%	99%	99%

Changes to Performance Measures from 2012-2013 Adopted Budget: Yes¹

* Data for this measure is collected through the biennial City-Wide Survey, which was temporarily suspended in 2011-2012. However, the survey was completed in September 2013, and the results are incorporated into the 2012-2013 Estimated calculation for the 2013-2014 Adopted Budget, which will in turn be the 2012-2013 actual data for the 2014-2015 Proposed Budget.

¹ Changes to Performance Measures from 2012-2013 Adopted Budget:

- × “% of complainants rating the professionalism and responsiveness of the IPA as good or excellent” was deleted, because the low return rate of the survey to capture the data for this measure did not justify the mailing cost and staff time to conduct the survey.
- × “% of complainants filing their complaint at the IPA Office rather than at Internal Affairs” was deleted from the Performance Measures section and added to the Activities and Workload Highlights section.

Activity and Workload Highlights

	2011-2012 Actual	2012-2013 Forecast	2012-2013 Estimated	2013-2014 Forecast
% of complainants filing their complaint at the IPA office rather than at Internal Affairs	47%	47%	50%	50%
# of classified complaints	256	250	270	240
# of total cases	335	320	320	320
# of outreach presentations/events:				
- Total	188	180	170	175
- To youth	57	50	45	50
- To immigrant and minority communities	92	80	75	85
# of persons receiving community outreach services	12,367	10,000	9,500	9,750
# of agencies/community organizations that received outreach materials from the IPA:				
- Total	88	70	65	75
- To youth	40	25	20	30
- To immigrant and minority communities	42	30	25	30

Changes to Activity & Workload Highlights from 2012-2013 Adopted Budget: Yes¹

¹ Changes to Activity and Workload Highlights from 2012-2013 Adopted Budget:

- + “% of complainants filing their complaint at the IPA Office rather than at Internal Affairs” was added to the Activities and Workload Highlights section and deleted from the Performance Measures section.

Office of the Independent Police Auditor

Departmental Position Detail

Position	2012-2013 Adopted	2013-2014 Adopted	Change
Analyst II, Independent Police Auditor	2.00	1.00	(1.00)
Assistant Director	0.00	1.00	1.00
Deputy Director	1.00	0.00	(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	7.00	6.00	(1.00)