

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, Pandemic Response

Office of the Independent Police Auditor

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.
Independent Police Auditor Pandemic Response	Provides for the coordination and delivery of emergency services and recovery activities in response to the COVID-19 pandemic.

Office of the Independent Police Auditor

Department Budget Summary

Expected 2021-2022 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.
- Complete key elements of the Police Reforms Work Plan.
- 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 José, while adhering to social distance policies.

2021-2022 Key Budget Actions

- Adds 1.0 Analyst II position to provide analytical support to the Independent Police Auditor through the review of data related to use of force, police reports, and body worn camera footage, and other relevant information to form recommendations regarding Police Department policies and procedures, consistent with the expanded duties of the Office as amended by Measure G, approved in November 2020.

Operating Funds Managed

N/A

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Department Budget Summary

	2019-2020 Actuals ***	2020-2021 Adopted	2021-2022 Forecast	2021-2022 Adopted
Dollars by Core Service				
Independent Police Oversight	1,253,898	1,368,191	1,261,118	1,411,799
Strategic Support - Other - Public Safety	634	152,366	0	2,204
Strategic Support - Public Safety	360	113,481	118,704	118,704
Total	\$1,254,892	\$1,634,038	\$1,379,822	\$1,532,707
Dollars by Category				
<i>Personal Services and Non-Personal/Equipment</i>				
Salaries/Benefits	1,236,138	1,279,057	1,342,265	1,494,077
Overtime	166	1,000	1,000	1,000
Subtotal Personal Services	\$1,236,304	\$1,280,057	\$1,343,265	\$1,495,077
Non-Personal/Equipment	17,954	201,615	36,557	35,426
Total Personal Services & Non-Personal/Equipment	\$1,254,258	\$1,481,672	\$1,379,822	\$1,530,503
<i>Other Costs*</i>				
City-Wide Expenses	634	152,366	0	2,204
General Fund Capital	0	0	0	0
Gifts	0	0	0	0
Housing Loans and Grants	0	0	0	0
Other	0	0	0	0
Overhead Costs	0	0	0	0
Total Other Costs	\$634	\$152,366	\$0	\$2,204
Total	\$1,254,892	\$1,634,038	\$1,379,822	\$1,532,707

* 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 2020-2021 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 2019-2020 Actuals column reflect those included in the 2019-2020 Adopted Budget.

*** 2019-2020 Actuals may not subtotal due to rounding.

Office of the Independent Police Auditor

Department Budget Summary

	2019-2020 Actuals ***	2020-2021 Adopted	2021-2022 Forecast	2021-2022 Adopted
Dollars by Fund				
General Fund (001)	1,254,892	1,634,038	1,379,822	1,532,707
Gift Trust Fund (139)	0	0	0	0
Total	\$1,254,892	\$1,634,038	\$1,379,822	\$1,532,707
Positions by Core Service**				
Independent Police Oversight	5.50	5.50	5.50	6.50
Strategic Support - Public Safety	0.50	0.50	0.50	0.50
Total	6.00	6.00	6.00	7.00

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** The positions displayed in the 2019-2020 Actuals column reflect those included in the 2019-2020 Adopted Budget.

*** 2019-2020 Actuals may not subtotal due to rounding.

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Department Budget Summary

	2019-2020 Actuals**	2020-2021 Adopted	2021-2022 Forecast	2021-2022 Adopted	2021-2022 Adopted Positions
Dollars by Program*					
Independent Police Oversight					
Oversight of Police Misconduct Complaints and Public Outreach	1,253,898	1,368,191	1,261,118	1,411,799	6.50
Sub-Total	1,253,898	1,368,191	1,261,118	1,411,799	6.50
Strategic Support - Other - Public Safety					
Independent Police Auditor Other Departmental - City-Wide	634	152,366	0	2,204	0.00
Sub-Total	634	152,366	0	2,204	0.00
Strategic Support - Public Safety					
Independent Police Auditor Management and Administration	360	113,481	118,704	118,704	0.50
Sub-Total	360	113,481	118,704	118,704	0.50
Total	\$1,254,892	\$1,634,038	\$1,379,822	\$1,532,707	7.00

* 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.

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Budget Reconciliation

**Personal Services and Non-Personal/Equipment
(2020-2021 Adopted to 2021-2022 Adopted)**

	Positions	All Funds (\$)	General Fund (\$)
Prior Year Budget (2020-2021):	6.00	1,481,672	1,481,672
Base Adjustments			
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One-Time Prior Year Expenditures Deleted			
• Police Use of Force Review		(150,000)	(150,000)
• IPA Online Complaint Form		(15,000)	(15,000)
One-time Prior Year Expenditures Subtotal:	0.00	(165,000)	(165,000)
Technical Adjustments to Costs of Ongoing Activities			
• Salary/benefit changes		63,208	63,208
• Budget Realignment: FirstNet Support		(58)	(58)
Technical Adjustments Subtotal:	0.00	63,150	63,150
2021-2022 Forecast Base Budget:	6.00	1,379,822	1,379,822
Budget Proposals Approved			
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1. Independent Investigation of Police Misconduct Work Plan	1.00	151,812	151,812
2. Reprographics Contractual Services Savings		(1,131)	(1,131)
Total Budget Proposals Approved	1.00	150,681	150,681
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2021-2022 Adopted Budget Total	7.00	1,530,503	1,530,503

Office of the Independent Police Auditor

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



2021-2022 Adopted Budget Changes	Positions	All Funds (\$)	General Fund (\$)
1. Independent Investigation of Police Misconduct Work Plan <i>Public Safety CSA Independent Police Oversight Core Service Oversight of Police Misconduct Complaints and Public Outreach Program</i> This action adds 1.0 Analyst II position to provide additional analytical support to the Independent Police Auditor to effectively perform the duties of the Office as amended by Measure G, a charter amendment ballot measure approved by the voters in November 2020 that, in part, expanded the roles and responsibilities of the Office of the Independent Police Auditor. The Analyst II position will review data related to use of force, police reports, and body worn camera footage, and other relevant information to form recommendations regarding Police Department policies and procedures. (Ongoing costs: \$151,812)	1.00	151,812	151,812
2. Reprographics Contractual Services Savings <i>Public Safety CSA Independent Police Oversight Core Service Oversight of Police Misconduct Complaints and Public Outreach Program</i> This action reduces the Office's non-personal/equipment budget by \$1,131 on an ongoing basis to reflect savings in the reprographics (printing) contract. The Finance and Information Technology Departments jointly worked to re-procure the City's reprographics contract for copier, scanner, fax devices support, and administration software and tools. Savings in the amount of \$363,000 will be generated in the General Fund, \$462,000 in all funds, across all departments from lower rental costs for the multi-function devices and significantly lower cost per copy and consumption rates. Savings can be realized with new green-print options and central administration of devices. (Ongoing savings: \$1,131)		(1,131)	(1,131)
2021-2022 Adopted Budget Changes Total	1.00	150,681	150,681

Office of the Independent Police Auditor

Performance Summary

Independent Police Oversight

Performance Measures

	2019-2020 Actual	2020-2021 Target	2020-2021 Estimated	2021-2022 Target
 # of IPA recommendations to change policy or procedure made to the Internal Affairs Commander/Police Chief/City Council	6	6	8	7
 % of community members responding to evaluations at outreach presentations or events who report an increased knowledge of IPA and the citizen complaint process	95%	93%	N/A ¹	95%

¹ Evaluations were not distributed and collected as anticipated, as in-person outreach presentations and events were not held during 2020-2021 due to the continued impacts of COVID-19.

Activity and Workload Highlights

	2019-2020 Actual	2020-2021 Forecast	2020-2021 Estimated	2021-2022 Forecast
% of complainants filing their complaint at the IPA office rather than at Internal Affairs	69%	65%	70%	69%
# of classified complaints	230	204	210	204
# of total cases	255	233	240	233
# of outreach presentations/events ¹ :				
- Total ^{2, 3}	86	42	35	35
- To youth	14	14	10	5
- To immigrant and minority communities	38	25	10	20
# of persons receiving community outreach services	3,987	3,000 ⁴	800	1,500
# of agencies/community organizations that received outreach materials from the IPA.				
- Total ⁵	36	1	1	1
- To youth	13	1	1	1
- To immigrant and minority communities	26	1	1	1

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

² This total represents city-wide presentations and events, as well as those for specific agencies/community organizations.

³ The continued impacts of COVID-19 and corresponding public health restrictions greatly limited the number of outreach presentations and events performed in the latter half of 2019-2020 and in 2020-2021. The IPA is adjusting its outreach model in response to these challenges to include new resources such as social media contacts, email updates, and smaller online group presentations and trainings.

⁴ The 2020-2021 Forecast anticipated participation in Viva CalleSJ events, which historically have facilitated connections with many community members; however, Viva CalleSJ was not held in 2020-2021.

⁵ This measure has historically captured physical outreach materials distributed by the IPA at in-person meetings. Due to public health restrictions, all presentations/events have been conducted online.

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Departmental Position Detail

Position	2020-2021 Adopted	2021-2022 Adopted	Change
Analyst I/II, Independent Police Auditor	1.00	2.00	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	7.00	1.00