



COLUMBUS POLICE CIVILIAN REVIEW BOARD RULES AND REGULATIONS

Governing Authority: pursuant to Sec. 216 of the City Charter and §235.02 of the City Code, the Civilian Police Review Board (the Board) shall make rules providing for the procedure of the Board and for the review of complaints filed with it. Rules of the Board and amendments thereto shall take effect fifteen (15) days after their publication in the City Bulletin.

Adoption of Policies and Procedures: the Board hereby adopts and incorporates by reference herein, the Policies and Procedures of the Department of the Inspector General (DIG), in whole. The following Rules and Regulations govern the delegation of power to the DIG and outline the Board's duties in response to receipt of DIG reports and investigations.

I. Powers Delegated to the Inspector General

The Board hereby delegates to the DIG the following powers:

To receive, initiate, and review all complaints of misconduct and excessive use of force by sworn personnel of the Columbus Division of Police ("CPD" or "Division") or initiated by the Board.

To request appearance of witnesses and the production of all Division records and any other documents, photographs, audio recordings, electronic files, or tangible evidence concerning a complaint or any matter under review, subject to the restrictions of applicable federal and state law.

To request that a subpoena issue to compel the attendance of a key witness or the production of any documents, photographs, audio recordings, electronic files, or other tangible evidence concerning a complaint or matter under review.

II. Powers Retained by the Board

Notwithstanding the delegation of power to the DIG, the Board shall retain the following powers:

To receive, initiate, and review all complaints of misconduct and excessive use of force by sworn personnel of the Columbus Division of Police ("CPD" or "Division") or initiated by the Board.

To request appearance of witnesses and the production of all Division records and any other documents, photographs, audio recordings, electronic files, or tangible evidence concerning a complaint or any matter under review, subject to the restrictions of applicable federal and state law.

To request that a subpoena issue to compel the attendance of a key witness or the production of any documents, photographs, audio recordings, electronic files, or other tangible evidence concerning a complaint or matter under review.



III. Procedure Upon Receipt of Complaint

If a complaint is submitted to the Board by a member of the public, at a regularly scheduled meeting of the Board, the Board shall immediately deliver the complaint to the IG.

Board members are not authorized to receive complaints individually. If a member of the public attempts to give a complaint to an individual board member, the board member shall immediately direct the community member to submit their complaint on the appropriate form through the manner provided for in the policies and procedures of the IG.

The Board may file a complaint to the IG provided it is initiated by motion, duly seconded, and voted in the affirmative by a majority of the Board. Complaints initiated by the Board shall immediately be delivered to the IG.

An individual member of the Board may file a complaint on their own behalf or on behalf of someone for whom they have standing; but, such complaints are not attributed to the Board absent a motion, second, and affirmative vote of the majority.

IV. Procedure Upon Receipt of Report from the Inspector General

The Board may create subcommittee groups made up of three or five members to conduct initial review of reports and recommendations from the DIG. Multiple subcommittees may exist at any given time to alleviate the burden of report review on the full Board.

Reviewing subcommittees will report out to the full Board on the recommendations contained in the IG's reports at regularly scheduled Board meetings and indicate whether the subcommittee agrees with the recommendation drafted by the DIG or requests a hearing on the contents of the report.

- A) Any Board member may motion for a hearing following review of a DIG report and/or upon hearing the recommendation of a reviewing subcommittee of the Board. A hearing may be held following the affirmative vote of a simple majority of the Board.
- B) If a majority of the Board agrees with the DIG's recommendation, the Chair shall forward the DIG's recommendation to the Chief of Police and/or Director of Public Safety.

V. Public Hearing and Public Comment

Pursuant to Section 235.02 of the City Code, all hearings of the Board shall be public meetings in accordance with the general laws of the state of Ohio pertaining to the requirements of open meetings of public bodies.



A good faith effort shall be made to hold public hearings within 30-45 days after the Board's request for hearing on a report. Notice of public hearings shall be made no less than one week prior to the hearing date.

Pursuant to municipal code, community members may submit a public comment at a public hearing. Community members seeking to comment at a public hearing must complete a public comment form no less than three days prior to the public hearing. Public comments will be limited to three minutes.

VI. Annual Reporting to City Council

With the assistance of the DIG, the Board shall prepare and submit an annual report to City Council on the disposition of complaints, the outcome of investigations reviewed by the Board, as well as the Board's actions and recommendations which may include division operations, discipline recommendations, trends and patterns, officer-involved shootings, and any issues pertaining to instances of racial profiling or bias.