



THE CITY OF
COLUMBUS

ANDREW J. GINTHER, MAYOR

DEPARTMENT OF THE
INSPECTOR GENERAL

By Inspector General Jacqueline Hendricks



Agenda

- ❑ Introduction of New Staff
- ❑ Department Updates
- ❑ Department Goals for June
- ❑ Questions



Introduction

- HR Manager
 - Tammy Bethea
- New Staff - IG Investigators
 - Alicia Pyfrom
 - Scott Hurler
 - Logon Contos
 - Enoch White
 - AL Crawford



Department Updates

- ❑ Staff Positions
 - Executive Secretary
 - Community Relations Coordinator
- ❑ Staff Training
 - Intro & Charter Review
 - Victim Engagement & Trauma
 - Criminal Investigations & 4th Amendment Search & Seizure
 - FOP Contract - Article 8
 - CPD Ride Along
 - ABC's of Policing
 - Implicit Bias & Cultural Competency
 - C.R.A.S.E



Continued Department Updates

- ❑ DIG Office Locations
 - Renovations - 50 W. Town Street, Suite 100
 - Temporary Space - 150 S. Front Street
- ❑ Mainline, Hotline and Email
- ❑ Website
 - <https://www.columbus.gov/inspector-general/Inspector-General-Home/>
- ❑ Case Management System - Matrix Investigator
 - The DIG will use the case management tracking software application to record documentations and information related to complaints and investigations
 - Installation Process - June 16
 - Staff Training - July 8 & 9



Continued Department Updates

□ Engagement Plan

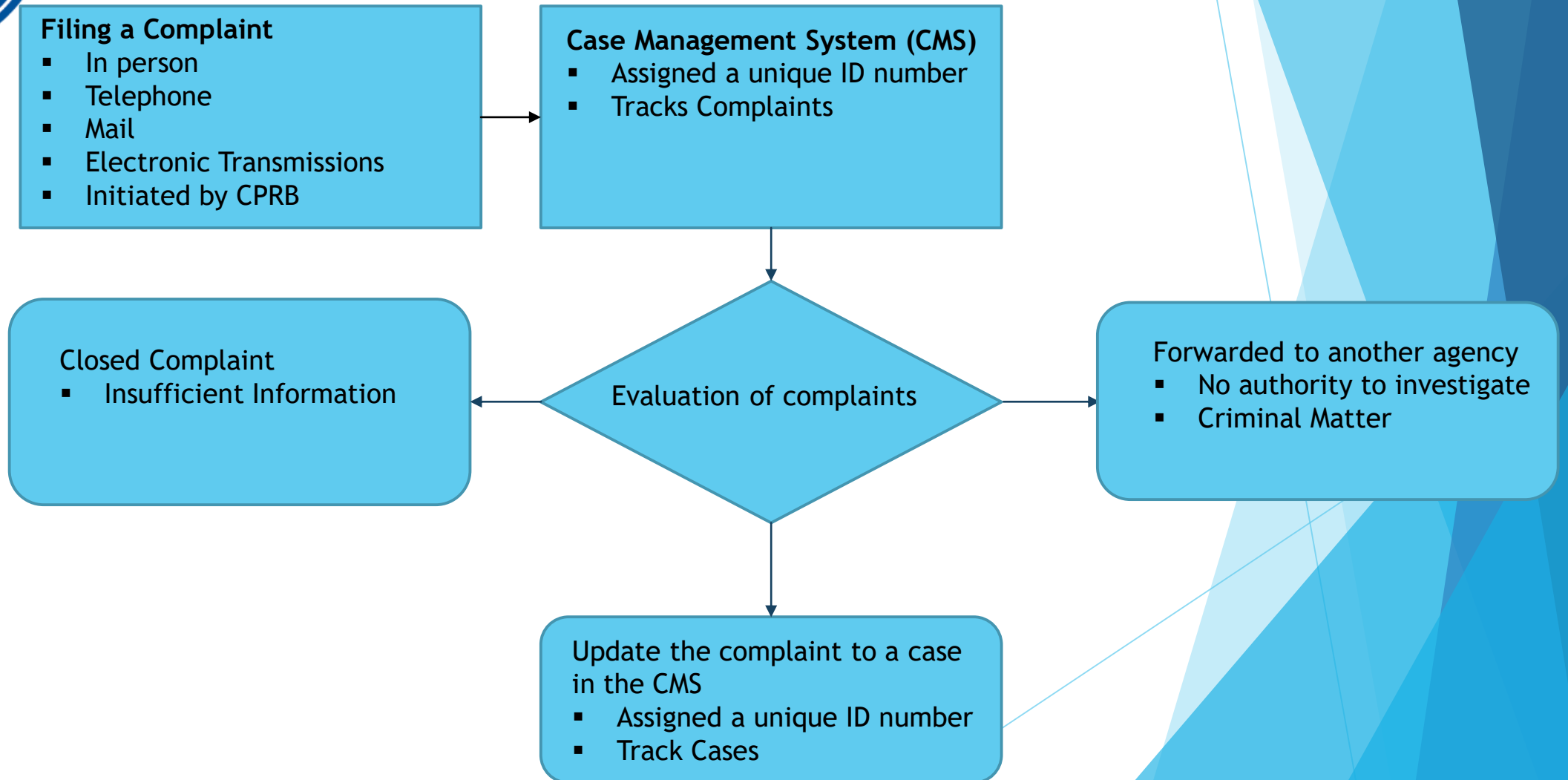
- Mothers of Murdered Columbus Children
- Chief Advisory Panel
- Columbus Partnership
- Department of Neighborhoods
- Franklin County Board Commissioner
 - Kevin Boyce and Erica Crawley
- Human Service Chamber
- OSU Public Safety Police Chief

□ Community Outreach Campaign

- CPRB, Saunders PR Group and Department of Neighborhoods



Citizens Complaint Intake Process





DEPARTMENT OF THE INSPECTOR GENERAL

CITIZEN COMPLAINT FORM

Date of Incident:	Time of Incident:	Date Reported:	Time Reported:
Location of Incident:			
Complaint Received:			
<input type="checkbox"/> In Person	<input type="checkbox"/> Mail	<input type="checkbox"/> Phone	<input type="checkbox"/> Hotline
Are there any photos, videos, recordings, and/or medical records, available? <input type="checkbox"/> (Yes)			
COMPLAINANT'S INFORMATION: <input type="checkbox"/> Anonymous			
Name:	Street Address:	Phone:	Email:
DOB:	City: State:	Zip:	
ON BEHALF OF (If different than Complainant)			
Name:	Street Address:	Phone:	Email:
DOB:	City: State:	Zip:	Relation to Complainant:
WITNESS(S) INFORMATION:			
Name: DOB:	Street Address:	Phone:	Email:
Name: DOB:	Street Address:	Phone:	Email:
Name: DOB:	Street Address:	Phone:	Email:
OFFICER(S) INFORMATION:			
Name: Badge No:	Physical Description of Officer		
Name: Badge No:	Physical Description of Officer		

(This form may be mailed to: 50 W. Town St. Suite 100 Columbus OH 43215)

Give a brief description of the events that led to this complaint on the back of this form:

 Signature of Complainant Complaint Received By: _____ DIG Complaint # _____



Investigation Process

Case Assigned to an Investigator

- Investigation Steps
1. Notify Complainant
 2. Draft Action Plan Memorandum
 3. Conduct Investigation
 4. Write Investigation Report
 5. Submitted for review and approval

Evaluation of the investigation

Approved Reports Submitted to the CPRB for the final review & approval



Approved by IG



Jacqueline M. Hendricks
Inspector General

Richard S. Blunt II
Deputy Inspector General

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ACTION PLAN MEMORANDUM

To: Jacqueline M. Hendricks, Inspector General
From: (Case Manager)
Date: (Date)
DIG Case No#: (Case No#)
Complainant's Information: (Name, address and contact number)

I. Summary of initial Allegation

II. Overall Objective

III. Plan of Action

IV. Estimated Days to Complete



**City of Columbus
Department of the Inspector General**

Garrity Advisement

Pursuant to the City of Columbus Charter and City Code, the Department of the Inspector General (DIG) has the authority to conduct investigations into complaints of misconduct and/or excessive use of force by sworn personnel in the Columbus Division of Police filed by citizens.¹ In accordance with the Fraternal Order of Police Capital City Lodge No. 9 Collective Bargaining Agreement with the City of Columbus, when the DIG conducts an internal administrative investigation the DIG shall have the authority to compel attendance and participation at an interview under threat of insubordination or like offense.²

This interview concerns an administrative investigation being conducted by the DIG. You will be asked questions that are specifically and narrowly related to the performance of your official duties. Statements made during any interviews conducted as part of this investigation may be used as evidence of misconduct or as the basis for recommending disciplinary action against you. You are required to answer all relevant questions fully and truthfully as a condition of your employment. Should you refuse to respond to any questions asked of you during this administrative investigation and relating to the performance of your official duties you may be subject to disciplinary action for insubordination or like offense. During the course of this investigation, should you provide information that indicates that you may be guilty of criminal conduct, neither your self-incriminating statements nor the fruits of any self-incriminating statements you make will be used against you in any criminal legal proceedings. You are entitled to all the rights and privileges guaranteed by the Constitution and the laws of the State of Ohio and the Constitution and the laws of the United States.

The protections discussed above are commonly referred to as a *Garrity Advisement* as described in *Garrity v New Jersey* 385 US 493 (1967) and its progeny.

By signing below I affirm that I have been presented with the Garrity Advisement and have had its meaning explained to me.

Print Name, Rank, Badge No. & Date

Print Name of Investigator & Date

Sworn Members' Signature

Investigator's Signature

¹ 2020 Columbus City Charter Sec. 217 and City Code Sec. 235.05

² 2020-2023 FOP CBA Sec. 8.1

COLUMBUS DEPARTMENT OF INSPECTOR GENERAL

INVESTIGATION MEMORANDUM

DATE:

TO: Columbus Civilian Police Review Board

FROM: Columbus Inspector General

DIG COMPLIANT NO #:

I. Summary

(An overview of the complaint, investigation findings and brief description of recommendation(s)).

II. Complaint Information

Date of Incident: (Date the incident occurred)

Date of Complaint: (Date complaint was received by the DIG)

Type of Complaint: (Misconduct or Excessive Use of Force)

Complainant: (Complainant's contact information)

Case Manager: (Investigator assigned to conduct the investigation)

Due Date: (Assigned)

Allegations 1:

(Describe allegation(s) and areas of concerns to be investigated by the DIG.)

III. Officer(s) Information

(Name, rank, badge No#, division, or unit assigned, years of service, disciplinary history (if applicable) and any other information pertinent to the investigation.)

IV. Analysis and Findings

(Details of the investigation and analysis of evidence, etc.)

Evidence Reviewed

a) Interviews

b) Documents (CPD policies and procedures, laws, police records, body cameras, patrol cars video footage, officer's activity logs, etc.)

V. Conclusion

(Summary of allegations' findings and any additional finding identified.)

VI. Recommendation(s)

(To the Civilian Police Review Board for the Columbus Division of Police based on the findings of the investigation)

Inspector General Signature and Date

Civilian Review Board – Complaint Review Committee Chairperson Signature and Date

Civilian Review Board Chairperson Signature and Date

Disposition of Citizen Complaint Allegations' Findings

- **Administration Closure:** The complaint was closed for reasons such as a noninvolved CPD Officer, a duplicate complaint, or insufficient information to investigate the complaint, etc.
- **Exonerated:** The investigation found evidence that the alleged incident(s) happened, and the incident(s) are supported by CPD policies, procedures and/or laws.
- **Not Sustained / Inconclusive:** The investigation revealed insufficient evidence to determine that the alleged incident occurred.
- **Sustained:** The investigation found evidence that substantiated the complainant's allegation and the alleged incident violated CPD policies, procedures and/or law.
- **Unfounded:** The investigation found no evidence that substantiated the complainant's allegation.
- **Withdrawn:** The complainant withdrew their complaint.

Jacqueline M. Hendricks
Inspector General

Richard S. Blunt II
Deputy Inspector General

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CONFIDENTIALITY AGREEMENT

Pursuant to Sec. 235.05 of the City Code the Department of the Inspector General (DIG) shall investigate complaints of misconduct and/or excessive use of force by sworn personnel in the Columbus Division of Police filed by citizens or initiated by the Civilian Police Review Board (CPRB). For this reason, the Inspector General will acquire certain information that they must protect and keep confidential ("Confidential Information").

I understand that Confidential Information includes but is not limited to:

1. The names and identifying information of sworn personnel and/or a witness who is the subject of a DIG investigation.
2. The names and identifying information of individuals who make complaints.
3. Information derived through a DIG investigation and the status of a DIG investigation.

I understand that Confidential Information includes information that may not fall into any of the categories listed above but is information or material acquired by the DIG that is not generally available to or used by others outside of the DIG.

In consideration of my employment and the confidential relationship between myself and DIG, I agree that

1. I will hold in trust and confidence, both during and following my employment with the DIG, all Confidential Information, whether or not conceived, originated, discovered, or developed in whole or in part by me.
2. I will not use or disclose any Confidential Information to any person except as required in performance of my employment duties, or as required by the applicable Ohio Sunshine Law.
3. If in the future I seek or accept employment with any department or agency, whether within the City of Columbus or not, private company, firm, entity, or person I will disclose the existence of this agreement to that department, agency, company, firm, entity, or person and will continue to adhere to the agreement's requirements.
4. I will deliver to the DIG promptly upon request or on the date of termination of my employment, all documents, copies of documents, and other materials in my possession pertaining to Company's business, including but not limited to Confidential Information, and thereafter promptly return documents and copies of documents pertaining to Company's business and originating with Company that come into my possession.
5. I understand that violation of the terms of this Confidential Information Agreement is grounds for immediate termination or sanction at the discretion of the Inspector General.

I have read, understood, agreed to, and signed this Confidential Information Agreement.

Dated:

[Print Name]





Continued Department Updates

- ❑ Goals for June
 - Hire Staff
 - Training Staff
 - Website
 - Materials for Outreach Campaign
 - Outreach Campaign
- ❑ Goals for July
 - Be Ready!



Questions!!