



COLUMBUS CIVILIAN REVIEW BOARD

INVESTIGATION REVIEW TRAINING

November 3, 2022



Training Agenda

Introductions
Investigation Report
Overview
Investigation Review
Checklist
Mock Investigation Review
Discussion



Introductions

TRAINING AND EDUCATION SUBCOMMITTEE

CHENELLE JONES, PH.D.

MARK FLUHARTY

WILLARD MCCINTOSH

GAMBIT ARAGON

KYLE STRICKLAND, JD



Investigation Report Overview

Inspector General Jacqueline Hendricks



Components of an Investigation Report

- DIG COMPLAINT NUMBER
- SUMMARY
- COMPLAINT INFORMATION
- OFFICER(S) INFORMATION
- ANALYSIS & FINDINGS
- CONCLUSION
- EVIDENCE
- RECOMMENDATIONS



INVESTIGATION REVIEW

INVESTIGATION REVIEW



INVESTIGATION REVIEW IS NOT AN INVESTIGATION

CRB members should review the investigations that are completed by the DIG's office.



USE THE CHECKLIST

When conducting an investigation review, leverage the investigation review checklist.



BE THOROUGH AND DOCUMENT YOUR CONCLUSION

Carefully review the investigation report and indicate whether you agree or disagree with the findings.



Things to look for...

- What is the DIG Complaint Number?
- How was the complaint classified?
- What are the allegations?
 - Were they properly identified?
- Did the action violate policy?
- Are the policies referenced and reviewed?
- Where interviews conducted?
 - Who?
 - In person? Virtual? Phone?
 - Recorded?
 - Did the investigator document this information?
- Was evidence obtained and reviewed?
- Does the written summary include information from interviews and evidence?
- Does the evidence support the finding(s)?



INVESTIGATION REVIEW CHECKLIST

Investigation Review Worksheet

DIG Complaint Number: [Click or tap here to enter text.](#)

Date Complaint Filed: [Click or tap to enter a date.](#)

Date Complaint Closed: [Click or tap to enter a date.](#)

Date Submitted to CRB with Findings: [Click or tap to enter a date.](#)

Name of Investigator: [Click or tap here to enter text.](#)

CRB Reviewer: [Click or tap here to enter text.](#)

How is the complaint classified? [Choose an item.](#)

What is (are) the findings? [Choose an item.](#)

Were all allegations properly identified? ☐ Yes ☐ No

If no, describe: [Click or tap here to enter text.](#)

Was there a policy violation? ☐ Yes ☐ No

Were relevant policies reviewed and cited? ☐ Yes ☐ No

Were officers interviewed? ☐ Yes ☐ No

Were civilian witnesses interviewed? ☐ Yes ☐ No

Did the investigator interview all relevant persons [witnesses and officers] pertaining to the allegation? ☐ Yes ☐ No

If no, describe: [Click or tap here to enter text.](#)

Should additional witnesses have been interviewed? ☐ Yes ☐ No

If yes, describe: [Click or tap here to enter text.](#)

Should additional officers have been interviewed? ☐ Yes ☐ No

If yes, describe: [Click or tap here to enter text.](#)

Were interviews recorded (audio or video)? ☐ Yes ☐ No

Were listed records and evidence obtained and reviewed? ☐ Yes ☐ No

Evidence obtained (check all that apply):

- ☐ Photographs ☐ Video Footage ☐ Police Reports
☐ Site Examination ☐ Court Records ☐ Audio (e.g. 911, radio, dispatch)
☐ Medical Records ☐ Computer Aid Dispatch (CAD) Reports

Other (Describe): [Click or tap here to enter text.](#)

Are you satisfied that the investigator investigated the allegation, identified all issues, and asked reasonable and neutral questions? Please support your answer with specific examples.
[Click or tap here to enter text.](#)

Did written summaries accurately reflect information provided in the interviews?

[Click or tap here to enter text.](#)

Would further documentation of investigative steps be helpful for investigative review?

☐ Yes ☐ No If no, explain: [Click or tap here to enter text.](#)

Is there a summary of the investigation finding(s) and a justification for the finding(s)?

☐ Yes ☐ No If no, explain: [Click or tap here to enter text.](#)

Does the evidence in the file support the finding(s)?

☐ Yes ☐ No If no, explain: [Click or tap here to enter text.](#)

Do you agree with the conclusion of the investigation?

☐ Yes ☐ No If no, explain: [Click or tap here to enter text.](#)

Were there any other actions and/or behaviors in this situation that you think should be investigated? [Click or tap here to enter text.](#)

Any additional comments/recommendations based on this complaint?

[Click or tap here to enter text.](#)



Mock Investigation Review

Instructions

REVIEW THE CASE

Review the report
provided by the DIG's
office

COMPLETE THE CHECKLIST

As you are reviewing
the report, complete
the checklist and
indicate whether you
do or *do not* agree with
the finding(s)

LET'S DISCUSS IT

Be prepared to discuss
your conclusion with
the rest of the group



Let's Discuss It

- Do you agree with the finding(s)?
- Do you disagree with the finding(s)?
- What questions do you have?
- What other information did you need to conduct your review?

THE OUTCOME FOR REPORT # 1



Agree with the
finding(s)!



Why Agree?

Let's Discuss it



Thorough
investigation
conducted and
documented



BWC footage was
reviewed, interview
was conducted and
appropriate
evidence obtained



Actions of officers
pertaining to the
allegations were
within policy

THE OUTCOME FOR REPORT # 2



Disagree with the
finding(s)!



Why Disagree?

Let's Discuss it



Thorough
investigation not
conducted



All evidence not
obtained and
reviewed



Policy Issues



Key Takeaways

REMEMBER THIS IS AN
INVESTIGATION REVIEW

FOCUS ON POLICY VIOLATIONS

DECIDE WHETHER OR NOT YOU
AGREE WITH THE FINDINGS OF
THE INVESTIGATION

NOTE ADDITIONAL
ACTIONS/BEHAVIORS THAT ARE
CONCERNING

MAKE RECOMMENDATIONS FOR
POLICY CHANGES



Steps Following Individual Investigation Review

1. Meet with assigned CRB investigation review group
2. Review assigned investigation reports
3. Note agreements and disagreements in review outcomes
4. Discuss any suggestions and/or policy recommendations
5. Submit investigation review worksheet to IG



Questions
