



CITY OF DETROIT
OFFICE OF INSPECTOR GENERAL
REQUEST TO INITIATE ACTION MEMORANDUM

Kamau C. Marable, MA., CIG, CFE
Inspector General

Jennifer Bentley, Esq., CIG
Deputy Inspector General

DATE Nov 20, 2025

TO: Kamau C. Marable
 Inspector General

Approved *Kamau C. Marable*

FROM: April Page, M.A., CIG
 File Manager

RE: OIG FILE# 22-0016-INV

I. Summary

On October 20, 2022, the City of Detroit Office of Inspector General (OIG) received a complaint alleging that Detroit Fire Department (DFD) Lieutenant James Hill-Harris submitted fraudulent time records to receive payment for hours he did not work. Evidence reviewed by the OIG indicated a pattern of questionable/unsupported time submissions that suggest time fraud dating back as far as 2018. Specifically, the OIG found discrepancies between the time records for Lieutenant Hill-Harris and his card swipe records at his assigned work location, the Detroit Public Safety Headquarters (DSPH). In accordance with the 2012 Detroit City Charter, which requires the OIG to promptly refer potential criminal matters, the case was submitted to the appropriate prosecuting authority for further investigation.¹ On June 16, 2023, the OIG referred the investigation to the Wayne County Prosecutor's Office (WCPO). After some discussion with the WCPO, the OIG decided to refer the investigation to the Detroit Police Department (DPD) for further investigation.

On September 14, 2023, the DPD Internal Affairs launched an investigation into Lieutenant Hill-Harris following the OIG referral. As part of this investigation, Internal Affairs obtained his cellphone records and compared them to his payroll data, electronic activity logs, and DSPH key card usage. This analysis confirmed a consistent pattern of Lieutenant Hill-Harris being at home or outside the City during hours he had reported as worked. Because he served as a scene investigator, Internal Affairs granted him the benefit of the doubt by crediting hours whenever he was within city limits or when no activity data was available.²

¹ 2012 Charter for the City of Detroit, Section 7.5-308. Duty to Report Illegal Acts.

² Inter-Office Memorandum to Commander Michael L. McGinnis, Professional Standards Bureau (Through Channels) from Sergeant Kenneth Butler, Internal Affairs, Re: Internal Affairs Case# 23-083 Lieutenant James Hill-Harris (Fire Department) Time Fraud, November 24, 2024.

Based on a preponderance of the evidence and the reasons stated below, the OIG finds

- Lieutenant Hill-Harris fraudulently overstated his hours worked by more than 150 hours, and
- Chief Dennis Richardson and Captain Rance Dixon abused their authority by neglecting their supervisory responsibilities which contributed to a lack of accountability for the reported overtime hours reported by Lieutenant Hill-Harris.

As such, the OIG recommends the following:

- Lieutenant Hill-Harris be disciplined in accordance with DFD guidelines for fraudulently overstating his hours worked.
- Chief Richardson be disciplined in accordance with DFD guidelines for improperly approving Lieutenant Hill-Harris' time submissions without proper documentation.
- Captain Dixon be disciplined in accordance with DFD guidelines for improperly managing timekeeping which allowed Lieutenant Hill-Harris to submit fraudulent overtime without proper documentation.

Dennis Richardson's Response

On September 9, 2025, the OIG issued a draft memorandum of findings to Chief Richardson. His deadline to request an administrative hearing or to submit a written response instead of a hearing was September 23, 2025. On September 10, 2025, Chief Richardson acknowledged receipt of the draft memorandum and requested an administrative hearing on October 16, 2025. Chief Richardson submitted a written response. His written response is attached in its entirety.

Chief Richardson made several statements in his response, including

- The Arson unit's structure is hierarchical. Lieutenants report to captains, and captains report to him. He does not typically deal directly with lieutenants' time submissions, which he views as micromanaging. He only approves Captains' time sheets.
- A lieutenant needs prior authorization from a captain to work overtime. The relevant time sheet would then be forwarded to the Chief for final sign-off before being sent to the Commissioner. If he was not made aware of any issues, he would not have known about any issues.
- He generally trusted the captains' approval of activity logs. However, he did review lieutenants' activity logs for sufficient detail, especially for newer lieutenants or depending on the supervising captain, he would hone in and make sure that there was quality control.³
- Issues regarding Hill-Harris's attendance or overtime were never brought to his attention by the captains.

³ OIG Administrative Hearing interview of Chief Dennis Richardson on October 21, 2025.

Following his interview with Internal Affairs where he was questioned on issues related to this investigation, he did “a little digging” and found that several members of the unit, including captains and lieutenants were clocking in and out of work remotely outside of the City of Detroit network. For approximately 1 year he randomly checked payroll and sign-in data for members of the Arson Unit and found that failure to comply with sign-in policies was widespread across the unit, including amongst captains. In addition, he acknowledged his friendship with Mr. Hill-Harris but disputed showing any favoritism. He stated he was actually harder on Mr. Hill-Harris and had previously recommended his termination following a serious incident.

For the reasons stated below, the OIG maintains its findings regarding Chief Richardson’s abuse of authority. Although the Arson Unit chain of command requires captains to monitor members’ work and performance and maintain timekeeping and overtime reports, Chief Richardson is ultimately responsible for the division’s operational and administrative affairs. The unit’s general operational guidelines require him to monitor overtime and other issues that affect the office.⁴ In addition, he must evaluate the captains’ performance within the division.

Monitoring lieutenant overtime and evaluating the performance of the supervising captains reasonably includes reviewing timekeeping records and ensuring they are supported by required documentation. It is incumbent upon the chief to ensure that hours reported were actually worked. Further, it is his responsibility to ensure that captains are properly supervising lieutenants, and ensuring documentation is present and that it meets department standards.

Chief Richardson admitted that he does not review senior lieutenants’ activity logs in detail because, according to him, “They generally have their stuff together.”⁵ However, evidence shows that Mr. Hill-Harris, who is a senior investigator, submitted more than 150 hours of work not supported by the required documentation. Therefore, Chief Richardson neglected to perform even a cursory review of the time records and documentation that Mr. Hill-Harris submitted, and Captain Dixon failed to correct them.

Hill-Harris’ response, by way of Attorney Robert Burton-Harris

On September 9, 2025, the OIG issued a draft memorandum of findings to Mr. Hill-Harris. His deadline to request an administrative hearing or to submit a written response instead of a hearing was September 23, 2025. Mr. Hill-Harris acknowledged receipt of the draft memorandum and requested an administrative hearing. On October 21, 2025, Mr. Hill-Harris submitted a written response through counsel prior to the scheduled administrative hearing. His written response is attached in its entirety.

⁴ Detroit Fire Investigation Division General Operations Directive 100.1 dated January 3, 2019.

⁵ OIG Administrative hearing of Chief Dennis Richardson on October 21, 2025

Attorney Burton-Harris made several statements on Mr. Hill-Harris' behalf, including

- Working remotely, work stacking, and clocking in/out from outside the City of Detroit network were widespread, accepted, and sometimes mandated practices within the unit, and
- Mr. Hill-Harris is being singled out for engaging in practices that are common in the unit.

Through counsel, Mr. Hill-Harris also stated that leadership was dishonest about the unit's operations at the outset of this investigation, and had they been honest the OIG's investigation would have reached a different result. We note, however, that Mr. Hill-Harris did not offer any names for those whom he alleged were dishonest, and that allegations of dishonesty do not constitute factual information that would cause the OIG to change its findings.

In addition, we note that Mr. Hill-Harris did not provide any information or explanation as to why more than 150 hours he claims to have worked lacked required documentation. Based on the information provided, we find that Mr. Hill-Harris' response is not responsive to the OIG's findings in the draft report. Therefore, based on a preponderance of the evidence reviewed and discussed in this memorandum, the OIG maintains its findings, which are now final.

Captain Rance Dixon Did Not Respond

On September 9, 2025, the OIG issued a draft memorandum of findings to Captain Dixon. His deadline to request an administrative hearing or to submit a written response instead of a hearing was September 23, 2025. Captain Dixon acknowledged receipt of the draft memorandum but did not request an administrative hearing or submit a response in writing. Therefore, the OIG finds that Captain Dixon did not contest the findings detailed in the draft memorandum. As such, they are now final.

II. Background

On October 20, 2022, the OIG received a complaint alleging that DFD Lieutenant James Hill-Harris submitted fraudulent time records to obtain payment for hours he did not work. Evidence reviewed by the OIG indicated a pattern of questionable/unsupported time submissions that suggest time fraud dating back as far as 2018. In accordance with the 2012 Detroit City Charter, which requires the OIG to promptly refer potential criminal matters, the case was referred to the appropriate prosecuting authority for further review.⁶

On September 14, 2023, Internal Affairs initiated an investigation into Lieutenant Hill-Harris following the OIG referral. Internal Affairs administratively closed the case after the WCPO declined to file criminal charges citing insufficient evidence.⁷

⁶ 2012 Charter for the City of Detroit, Section 7.5-308. Duty to Report Illegal Acts.

⁷ Email from Commander Michael McGinnis to Inspector General Kamau C. Marable, Re: OIG Inquiry, August 28, 2025.

III. Analysis and Findings

A. OIG Investigation

The OIG sought to determine if Lieutenant James Hill-Harris committed time fraud by submitting time records to receive payment for hours he did not work. The evidence reviewed by the OIG included time records, payroll records, daily activity logs, garage entry/exit data, and relevant DFD policies, including the Detroit Fire Investigation Division General Operations (Standard Operating Procedure). Based on the documentation reviewed, the OIG found that Lieutenant Hill-Harris routinely left his assigned work location, Detroit Public Safety Headquarters (DPSH), before the end of his shift, reportedly to conduct field work.⁸ However, his activity logs did not reflect significant field work or other work performed after his departure.⁹

Lieutenant Hill-Harris also reported working 12-20 hours on certain days, but no activity logs exist to support these claims.¹⁰ Furthermore, a review of payroll records from a 6 month period in 2022 to 2023 shows that Lieutenant Hill-Harris claimed 622 hours of overtime, including instances of 43 hours of overtime in a single week.¹¹

A comparison of time records, payroll records, activity logs, and garage entry/exit data for 2022 and 2023 indicates that Lieutenant Hill-Harris continued to submit timesheets unsupported by required documentation. This raised the concern that he was compensated for hours not worked and he may have received more than \$120,800.00 in fraudulently obtained income in the past 4 years.¹²

B. DPD Internal Affairs Investigation

The OIG referred this matter to the appropriate prosecuting authorities and subsequently provided all collected evidence to Internal Affairs. As part of its investigation, Internal Affairs obtained Lieutenant Hill-Harris' cellphone records and compared them with his payroll records, electronic activity logs, and DPSH key card data. This analysis confirmed a recurring pattern of Lieutenant Hill-Harris being at home or outside the city during hours he reported as time worked. Because he served as a scene investigator, Internal Affairs credited him with hours whenever he was within city limits and extended the benefit of the doubt when no activity data was available.¹³

⁸ Detroit Police Public Safety Parking Garage Entry/ Exit Data from November 2022 through April 2023.

⁹ Detroit Police Department Daily Activity Detail dated November 14, 2022 through February 19, 2023.

¹⁰ UltiPro Time Records and Detail Payroll Register dated November 14, 2022 through April 30, 2023.

¹¹ *Id.*

¹² This figure was derived from combining Lt. Hill-Harris' total 2019 overtime income (\$86,640.04) with the overtime income he received from approximately October 31, 2022, to May 14, 2023 (\$37,214.58). This figure does not include any overtime income he may have received in 2020, 2021, or from January 1 to October 30 of 2022.

¹³ IA Memorandum.

Internal Affairs also conducted Garrity interviews with members of the Arson Unit, including Lieutenant Hill-Harris' supervisors Chief Dennis Richardson and Captain Rance Dixon. Neither supervisor reported authorizing him to work from home, except briefly during the COVID-19 pandemic. Other members interviewed consistently described longstanding attendance issues with Lieutenant Hill-Harris that had gone unaddressed by unit supervisors. Multiple interviewees attributed the lack of accountability to a personal friendship between Lieutenant Hill-Harris and Chief Richardson.¹⁴

The investigation concluded that Lieutenant Hill-Harris was absent from work during scheduled hours for more than 150 hours between 2022 and 2023. Internal Affairs found that these absences should have been apparent to unit supervisors, specifically Captain Dixon, who managed timekeeping, and Chief Richardson, who approved time submissions. Interviews indicated that his attendance issues were openly discussed within the unit, making it highly unlikely that both supervisors were unaware.¹⁵

Based on the evidence reviewed and interviews conducted, Internal Affairs concluded that supervisory neglect contributed to a lack of accountability for reported work hours. Internal Affairs further determined that, at a minimum, Lieutenant Hill-Harris claimed work hours while he was either at home or outside of the city. Specifically, the investigation findings indicate that Lieutenant Hill-Harris fraudulently overstated his hours worked by more than 150 hours. The case was administratively closed by Internal Affairs after the WCPO declined to pursue charges due to insufficient evidence.¹⁶

Following these findings, DPD sought to revoke Lieutenant Hill-Harris' Michigan Commission on Law Enforcement Standards (MCOLES) certification.¹⁷ Under Michigan law, MCOLES certification is required for employment as a law enforcement officer to ensure candidates meet minimum standards for selection, training, character, and fitness. By law, no one may serve as a law enforcement officer in Michigan without meeting these standards.¹⁸ On June 4, 2025, MCOLES permanently revoked Lieutenant Hill-Harris' certification for egregious misconduct involving his lack of accountability.¹⁹

¹⁴ *Id.*

¹⁵ *Id.*

¹⁶

Id. See also Email from Commander Michael McGinnis to Inspector General Kamau C. Marable, Re: OIG Inquiry, August 28, 2025.

¹⁷ Email from Commander Michael McGinnis to Inspector General Kamau C. Marable, Re: OIG Inquiry, August 28, 2025.

¹⁸ Michigan Compiled Laws. § 28.609 (1965). <https://www.legislature.mi.gov/Laws/MCL?objectName=mcl-28-609>. See also Public Safety Institute, Northern Michigan University. "Licensure." Accessed August 28, 2025. <https://nmu.edu/publicsafetyinstitute/licensure>.

¹⁹ Email from Commander Michael L. McGinnis to Inspector General Kamau C. Marable, Re: OIG Inquiry, August 28, 2025.

IV. Conclusion

Based on the OIG's investigation, supported by the findings of Internal Affairs, a preponderance of the evidence shows that Lieutenant Hill-Harris fraudulently overstated his hours worked by more than 150 hours. In addition, Chief Dennis Richardson and Captain Rance Dixon abused their authority by failing to fulfill their supervisory responsibilities, thereby allowing a lack of accountability for the overtime hours reported by Lieutenant Hill-Harris.

The OIG found that Lieutenant Hill-Harris repeatedly submitted timesheets without the required documentation, raising concerns that he was paid for hours not worked. Internal Affairs substantiated this concern by confirming that Lieutenant Hill-Harris was absent for more than 150 scheduled hours between 2022 and 2023. Internal Affairs also concluded that these absences should have been apparent to his supervisors, particularly Captain Dixon, who managed timekeeping, and Chief Richardson, who approved the time submissions.²⁰

It should be noted that while WCPO declined to pursue criminal charges, which require proof beyond a reasonable doubt, the OIG applies the administrative standard of preponderance of the evidence. This standard requires showing that it is more likely than not that the alleged conduct occurred, a threshold that the OIG found was met through both its own investigation and the Internal Affairs investigation.

V. Recommendations

- Lieutenant Hill-Harris be disciplined in accordance with DFD guidelines for fraudulently overstating his hours worked by more than 150 hours.
- Chief Richardson be disciplined in accordance with DFD guidelines for improperly approving Lieutenant Hill-Harris' time submissions without proper documentation, and
- Captain Dixon be disciplined in accordance with DFD guidelines for improperly managing timekeeping which allowed Lieutenant Hill-Harris to submit fraudulent overtime without proper documentation.

VI. Evidence Reviewed

- a. Time Records
- b. Payroll Records
- c. Daily Activity Logs
- d. Garage Entry/ Exit Data
- e. DFD Policies
- f. Internal Affairs Memorandum

²⁰ *Id.*

1 CITY OF DETROIT
2 OFFICE OF THE INSPECTOR GENERAL

3 _____
4 In the Matter of:
5 OIG Case No. 22-0016-INV
6 _____

7
8 The proceedings had and testimony taken in
9 the above-entitled matter before me, Ann L. Bacon,
10 CSR-1297, notary public for the County of Macomb,
11 Michigan, acting in Wayne County, State of
12 Michigan, at 615 Griswold Street, Suite 1230,
13 Detroit, Michigan on Tuesday, October 21, 2025
14 at 10:04 a.m.

15

16 APPEARANCES:

17

18 Office of Inspector General
19 615 Griswold Street, Suite 1230
20 Detroit, Michigan 48226
21 Appearing on behalf of the OIG.

22 (Kamau C. Marable, Tiye Greene, Jennifer
23 Bentley and April Page)

24

25

1 APPEARANCES:

2

3 MR. ROBERT D. BURTON-HARRIS (P81843)

4 Burton-Harris Law, PLC

5 500 Griswold Street, Suite 2450

6 Detroit, Michigan 48226

7 (313) 572-4397

8 robert@burtonharrislaw.com

9 Appearing on behalf of James Hill-Harris only.

10 (Present for Lt. Hill-Harris's testimony only.)

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1 TABLE OF CONTENTS

2

3 WITNESS PAGE

4 DENNIS RICHARDSON 3

5 Questioning by Office of

6 General Counsel

7 JAMES HILL-HARRIS 48

8 Questioning by Office of

9 General Counsel

10

11

12

13

14 E X H I B I T S

15

16 NUMBER PAGE

17 None offered.

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1 Detroit, Michigan
2 Tuesday, October 28, 2025
3 10:04 a.m.

4 - - -

5 MR. MARABLE: Today is Tuesday,
6 October 21st, 2025. This is an administrative
7 hearing regarding the Office of Inspector
8 General investigation file number 22-0016. In
9 accordance with the administrative rules,
10 today's hearing is being transcribed by a court
11 reporter. We will now have appearances. I am
12 Kamau Marable. I'm the Inspector General for
13 the City of Detroit.

14 MS. BENTLEY: Jennifer Bentley, Deputy
15 Inspector General.

16 MS. PAGE: April Page, investigator for
17 the Inspector General.

18 MS. GREENE: Tiye Greene, attorney OIG.

19 MR. RICHARDSON: Dennis Richardson.

20 MR. MARABLE: Before any testimony is
21 presented, I have a couple of housekeeping
22 matters that I need to address for the record.
23 This hearing is being held at the request of
24 Chief Dennis Richardson in response to the OIG
25 draft report provided on September 9th, 2025.

1 The report stated that on October 20, 2022, the
2 OIG opened an investigation after receiving a
3 complaint that alleged that Detroit Fire Department
4 Lieutenant James Hill-Harris submitted fraudulent
5 time records to receive payment for hours he did
6 not work.

7 Evidence reviewed by the OIG indicated a
8 pattern of questionable/unsupported time
9 submissions that suggest time fraud dating back
10 as far as 2018. Therefore, on June 16, 2023 the
11 OIG initially referred the investigation to the
12 Wayne County Prosecutor's Office. After some
13 discussion, WCP0, the OIG decided to refer the
14 investigation to the Detroit Police Department
15 for further investigation.

16 DPD internal affairs' investigation
17 confirmed a consistent pattern of then
18 Lieutenant Hill-Harris being at home or outside
19 the city during the hours he had reported at
20 work.

21 After completing our investigation,
22 the OIG draft findings are as follows: Then
23 Lieutenant Hill-Harris fraudulently overstated
24 his hours worked by more than 150 hours and
25 Chief Dennis Richardson and Captain Rance Dixon

1 abused their authority by neglecting their
2 supervisory responsibilities which contributed
3 to a lack of accountability for the reported
4 overtime hours reported by then Lieutenant
5 Hill-Harris.

6 Procedural matters: I will now
7 outline the purpose and rules for this hearing.
8 This hearing is not for the OIG to present,
9 defend or discuss its findings contained in the
10 draft report. Also, it's not a legal or
11 adversarial proceeding, therefore, neither the
12 Michigan Court Rules nor the Rules of Evidence
13 apply in this proceeding. The only rules that
14 apply in this setting is the OIG's administrative
15 hearing rules, a copy of which was previously
16 sent to you.

17 The sole purpose of this hearing is to
18 provide Chief Dennis Richardson with an
19 opportunity to dispute the findings made by the
20 OIG's draft report by providing in this forum so
21 that they may present additional or new evidence
22 that would support a reversal in whole or in
23 part or corrections of the OIG's findings made
24 in the draft report, therefore, on what is
25 presented to us today, my staff and I may have

1 questions pertaining to the new information in
2 the written response or any information that may
3 be gained through this hearing.

4 After the hearing today, the OIG will
5 review and consider all the testimony and
6 evidence provided today and make any necessary
7 changes or adjustments. Based on our review, we
8 may finalize a draft report or seek additional
9 information or documentation from parties to
10 finalize the report.

11 After we do finalize the report, it
12 will be published with a copy of the written
13 response you provided, a copy of the transcript
14 of today's hearing, along with all exhibits
15 marked today. Do you have any questions?

16 MR. RICHARDSON: No.

17 MR. MARABLE: Can we swear in the
18 witness please?

19 D E N N I S R I C H A R D S O N
20 was thereupon called as a witness herein, after
21 having been first duly sworn to tell the truth,
22 the whole truth, and nothing but the truth, was
23 examined and testified as follows:

24 MR. MARABLE: Chief Richardson, like I
25 said, this is your show, so we'll start with any

1 presentation you would like to make.

2 MR. RICHARDSON: Considering I've never
3 been in this position before, I'm going to try
4 to address some things. Most of this stuff are
5 items of discussion I presented in the written
6 response.

7 MR. MARABLE: Which we appreciate.

8 MR. RICHARDSON: Several things I had
9 which I will firmly state is during this process
10 it was never asked the design of my unit and how
11 it operated. It was -- I don't know if that was
12 ever brought into this or anything like that and
13 I tried to provide some background information
14 in my written response here, and in my final
15 paragraph I brought up the allegation of time
16 fraud and I would like to say as far as time
17 fraud is concerned, when you looked at my unit
18 as a whole, the term questionable overtime and
19 submissions and things like that, hours worked
20 and things like that, was nothing unusual.

21 There is today as it stands now some
22 of these investigators clocked 80 hours of
23 overtime regularly every pay period. We were
24 just short-staffed with a wide variety of things
25 that we have to do, and if people volunteer to

1 work those hours, they work those hours. The
2 way our unit is structured is the lieutenants
3 answer to supervisors, which are captains, and
4 those captains answer to me. I don't dip down
5 and deal with lieutenants. That's not how my
6 unit is structured. I think that would be a
7 form of micromanaging. On occasion I've had to
8 do that. I've addressed that in my written
9 response as far as issues within my supervisory
10 unit. But to go back to the point of time
11 fraud, if there was any time fraud, it was never
12 brought to my attention.

13 The safeguards I put in place, supervisors
14 were supposed to submit reports. We had
15 bi-annual reviews, we had monthly meetings. No
16 discussion of that was brought up to my
17 attention. If something like that were to have
18 happened, a supervisor was empowered to handle
19 that on his level. When I was a captain, any of
20 my guys or any person that I found were to do
21 something, that was my responsibility to make
22 sure that if there is discipline needed to be
23 done, it got done. If there was some type of
24 documentation that needed to be done, that's
25 what happened, and then I would let my chief

1 know that this was going on. Oftentimes if
2 something like that happened, he would be
3 alerted by it because of some type of measure I
4 did. I carried that forth as when I became
5 chief and, like I said, this issue here was
6 never documented by a supervisor. We never had
7 conversations about that or anything like that,
8 so time sheet submissions, I don't approve
9 lieutenants' time sheet submissions. I don't
10 approve time sheets of lieutenants, period. I
11 only approve time sheets of captains, so what he
12 was submitting would have had to have gotten
13 approved by a captain and then it would have
14 came to me, which if a captain looked at it and
15 said it was fine, then it would have to have
16 been fine. That was the dynamic or how our unit
17 was structured. There had to have been an
18 explanation of something. He would have gotten
19 permission first beforehand, then he should have
20 worked whatever the amount of hours he was
21 granted to work. He would have submitted an
22 overtime slip stating that to the supervisor
23 that authorized it. That supervisor would have
24 had to okay it, and then it would have came to
25 me. So if there was no flag in that process, I

1 would have never known anything to be alerted
2 about anything.

3 There were instances when I checked
4 all my supervisors and found things to be not
5 kosher. I think I included that in these
6 examples of that, a few examples of that in my
7 written responses or in my written response
8 regarding a couple of my supervisors at the time
9 and the steps I did to correct that. Those
10 steps are the same as the captain would have
11 done for a lieutenant if they were alerted to
12 whatever the offense was, so in that regard, for
13 those two points is my main point of concern
14 here. Going back to just the actual IA
15 investigation portion --

16 MR. MARABLE: Before we get too far off
17 into that, I do have one question in regards to
18 the process, correct. So the information did
19 roll up to you, but your way of looking at it is
20 because it was approved by a captain, it was
21 just a mere sign-off on your part. There was no
22 further review done on your part?

23 MR. RICHARDSON: Correct. Basically
24 it's so in the fire department you have on a
25 chain of command. Things get passed up the

1 chain, right? The first line after an
2 investigator was his supervisor, so there used
3 to be a time when you could submit overtime
4 slips for whatever and it was just rubber
5 stamped from step one all the way forward. When
6 I became captain, I made it mandatory that you
7 just don't arbitrarily decide to work overtime.
8 You have to get permission first, and that
9 purpose had to be expressed, I'm going to do
10 this, either you're asking for it or your
11 supervisor is giving you the option. He's
12 telling you I need someone to work whatever the
13 detail was for X amount of hours. All right.
14 At the termination of that special detail, a
15 slip goes in to the person that authorized it,
16 not just any supervisor, so if Captain -- I have
17 three captains. If Captain 3 authorized it, you
18 can't send a slip to Captain 1 and he sign off
19 on it. That was not how it's supposed to work.
20 Captain 3 authorized your overtime and there is
21 a section where you say what you did, you know,
22 that might vary in detail, but the captain that
23 authorized it would have to say yes, I approved
24 that, then it would have come to me because I
25 have to send it to my commissioner, so at that

1 point if the slip looks sufficient for me, his
2 supervisor signed off on it, then I pass that
3 along.

4 MR. MARABLE: So that's what I'm trying
5 to get to. What is the analysis of the level of
6 sufficiency that you look at the lieutenants'
7 work. I understand that it seems like you had
8 more scrutiny of the captains because you saw
9 them as direct reports. What level of scrutiny
10 did you give the lieutenants' information that
11 was passed up to you?

12 MR. RICHARDSON: So for an example,
13 just off the top of my head, a person, you're
14 working a shift. Shift ends at five. This is
15 common kind of. By 4:55 there is a person that
16 got arrested for setting a fire someplace.
17 You're on duty. You would then be required to
18 contact the supervisor. You have an arrest and
19 I'm going to take care of the incident and they
20 go out and do whatever. When that slip comes
21 in, the incident like where the location was and
22 it might be some people were very graphic and
23 detailed about their description. Some people
24 just say, hey, I did a fire scene investigation
25 over at 1234 Main Street because this person was

1 arrested. That might have been sufficient. If
2 there was a special detail, like we have an
3 investigation called like assessments where it's
4 not a full-scale investigation for whatever
5 reason, a structure might not be safe or it
6 might be old. That might just be something you
7 do over the phone. You don't have to actually
8 physically go out there. Then they may say I
9 did six assessments and these are the incident
10 numbers or addresses. That might be sufficient.
11 What I found, and this is again supervisors, it
12 varied for supervisors. What I found were
13 things that I personally would not accept is a
14 slip that might say, "I did a fire scene
15 investigation at 1234 Anywhere Street." Well, I
16 don't know what that means. What does that
17 mean? I don't know. So I would bounce that
18 back and tell them to add more detail. That's
19 not detailed enough. Not that he would get
20 denied the overtime. It would just be your slip
21 I believe didn't have sufficient detail to it or
22 something like that.

23 MR. MARABLE: So it was more than a
24 cursory glance. You were looking for certain
25 information when these were passed up to you

1 from the captains?

2 MR. RICHARDSON: In general. So older
3 experienced investigators, I really wasn't
4 focused on those guys too much because they
5 generally had their stuff together. The newer
6 ones I was keen on, and then depending on who
7 the supervisor was, I might hone in and make
8 sure that quality control as far as what the
9 supervisor is allowing or what he was approving.

10 MR. MARABLE: Okay. I didn't want to
11 get too far off. You can continue.

12 MR. RICHARDSON: As far as the internal
13 affairs investigation is concerned, I'm trying
14 to figure out how to say this in a manner that
15 conveys the idea. I was brought down there
16 under the impression I was to address one issue.
17 When I got down there, I was addressing multiple
18 issues and when Sergeant Butler contacted me, it
19 was, "Hey, I know we talked. You've probably
20 talked to someone about this before. We've just
21 got a couple questions to ask you." When I came
22 down there, I'm being asked questions about a
23 personal relationship with Lieutenant Hill-Harris,
24 whether we own property together, and then he
25 accused me of allowing Lieutenant Hill-Harris to

1 do -- and at that time I didn't even know exactly
2 what he was accusing him of, but whatever the
3 time issues were, and I just feel that that
4 process or that method was counter-productive
5 insofar as getting to the actual picture. What
6 he really relied on was talking to investigators
7 solely and whatever their opinion was is what he
8 brought forth to me.

9 Like I said in my written response,
10 most things I do, I don't do verbally. I do in
11 writing. If I say this is how something is
12 going to go in this unit, I may say it, but then
13 I'm going to follow it up in writing, so a lot
14 of these things you see here are policies I
15 authored from 2019 up until I want to say last
16 year. Normally we review them every year, the
17 structure of my division, who is responsible for
18 what in my division, things of that nature.

19 Also in here, in the written response,
20 I included exhibits where when I saw something
21 was wrong supervision-wise or if I might have
22 walked through the office and I think there was
23 a document in there when I saw guys had sleeping
24 cots under their desks, so I just happened to
25 see that as I was walking in the office, and I

1 addressed supervisors on those things, but that
2 wasn't verbal. That was in writing. The purpose
3 of that is because I don't have a problem
4 dealing discipline out to whoever. That was the
5 biggest issue. I have two union officials in my
6 unit. One is the director of all divisions and
7 the other is on the executive board of our unit,
8 so oftentimes we clash because they felt my
9 rules or how I handled things were just I was
10 too harsh, I wasn't flexible enough, and that's
11 why I put things in writing because if I ever
12 had to levy discipline on someone, I have a
13 paper trail showcasing a pattern of behavior.

14 That was the first thing I learned
15 when I tried to take one of my captains down on
16 charges. I had to show that I had utilized
17 progressive discipline, so then I started
18 actually documenting things whenever there was
19 an issue, so then I could pursue disciplinary
20 measures, so he never asked for anything in
21 writing from me, and if he had mentioned this
22 before, I would have come down there ready to
23 give it to him. I came down there thinking this
24 was something I had discussed before, so it was
25 just a cursory conversation and I got time

1 sheets put in front of me from years prior. He
2 said I authorized time sheets and I told him no,
3 I don't do that. That was the captain that did
4 that. It was things like that, so there was a
5 lot of I was confused at first and then he
6 switched to say that, hey, we were looking at
7 you, too. Like why didn't you say this to me?
8 I would have came down here ready to talk about
9 any subject, but I felt that it was kind of, for
10 lack of a better term, I was ambushed.

11 When I got the breadth of what he was
12 talking about and then I came back and I did a
13 little digging myself, I found there was a bigger
14 issue other than just merely Lieutenant Hill-Harris,
15 and then I included one of the exhibits in my
16 written response where this pattern was observed
17 between multiple investigators and two
18 supervisors. I tried to discipline both of
19 them. Both of them nothing happened, to make a
20 long story short, and that was that, but I sent
21 an e-mail following that after all of that
22 terminated, basically giving them a little bit
23 more information. In his final document he
24 never made mention of any of this. That was not
25 included. When I tried to address it in the

1 interview, he was not interested. He wanted to
2 keep it strictly on Lieutenant Hill-Harris and
3 to my point of activity being looked at as
4 normal, when you look at the breadth of what was
5 going on, it was not abnormal because it was
6 happening with supervisors, multiple investigators,
7 so it's not something that would have been like
8 this guy is going rogue and he's the only person
9 doing this. I don't know what else to say as
10 far as that's concerned.

11 MR. MARABLE: So we're not in a position
12 to defend the internal affairs report. We were
13 just consumers of it, so I can't speak to the
14 methods in the interview used by any IA personnel.

15 MS. BENTLEY: You mentioned you noticed
16 an abnormal pattern that spanned a couple
17 supervisors and some other investigators. Could
18 you expand on that a little bit more? What was
19 the pattern? What were you seen?

20 MR. RICHARDSON: So prior to any of
21 this, we switched from one payroll system to
22 another payroll system, which is UltiPro, which
23 is current. UltiPro when we got it, I don't
24 think when it was implemented was kind of shaped
25 for the fire department. We just had to figure

1 out how to navigate within it, right, so there
2 was -- you can sign in from anywhere, sign in
3 and work from anymore. I can pull my phone out,
4 sign in right here at that time and say I was at
5 work, which would have been public safety
6 headquarters or at home or out of state. I can
7 do any of that. When I became a captain, I
8 think I want to say it was two years afterwards
9 is when we transitioned. When I took the
10 training it was cursory, basically how to log
11 in, log out, correct time sheets and things like
12 that. Once I became chief, and that was a
13 couple years after that, in talking to other
14 supervisors, I realized that there was other
15 stuff out there where you can run audits and
16 things like that, so one of my supervisors,
17 Captain Farrow, it was commonly stated that he
18 would not be at work, but when I talked to the
19 people in shift, they were oh, yeah, he was
20 here, blah, blah, blah. His shift started in
21 the afternoon after I got off, so I would never
22 see him and he got off before I even came to
23 work like at 2:00 in the morning, so I would
24 never actually physically see him, so I made an
25 inquiry about how do you find out when a person

1 clocked in and clocked out, things like that,
2 and the supervisor at that time of UltiPro
3 showed me where you can pick up people's IP
4 addresses when they sign in and out, which I
5 never you could even do. So randomly I would
6 just, if he signed in at 4:00 on the dot all
7 week, which I know is not possible, where did he
8 sign in at, checked his IP address, and it's not
9 a City of Detroit network IP address. It's
10 outside of the City of Detroit network, which
11 means he was not punching in and punching out at
12 his desk. He was somewhere else. So that's
13 when I started noticing how often does this
14 happen? If it happened on occasion, I'd be all
15 right with it, but if it happens like repeatedly,
16 then that's an issue, so over I want to say a
17 year, I would randomly check his payroll for a
18 week to see like is he signing in, like where is
19 he actually signing in and out at, so that's
20 when I started noticing the issue with him, and
21 then I brought it up to my boss, the commissioner,
22 but then it kind of like broadened. Is this
23 just him? What about the people he works with
24 on that shift, what are they doing? Some of
25 those investigators also were not signing in and

1 out from work. Now, it was allowed if they
2 notified a supervisor and they gave a reason,
3 but if it was a pattern, then I was like no, you
4 just can't come into work whenever you want to
5 come in to work. If this person actually had
6 something, might have been he got times where we
7 may have activated them on recall and they're
8 actually still out on the scene when a shift
9 starts, then yeah, you can't come in and sign in
10 because you're still out whatever. Things like
11 that were allowable, or if someone said I'm
12 running late, I had to pick up my kids or
13 something of that nature, that was fine, but
14 what I was seeing was just whole-heartedly at
15 some points some investigators just were not
16 signing in and out and were signing in and out
17 and they weren't at work, and a supervisor --
18 I'm sorry.

19 MR. MARABLE: So, Chief, on that point,
20 so was there a policy to that regard?

21 MR. RICHARDSON: Correct, yes.

22 MR. MARABLE: The policy gave latitude,
23 but did that end up being a supervisor's
24 discretion.

25 MR. RICHARDSON: Correct.

1 MR. MARABLE: So the policy spoke to that?

2 MR. RICHARDSON: Correct. So what I
3 said was --

4 MR. MARABLE: Do we have that policy?

5 MR. RICHARDSON: There was a couple
6 e-mails where I sent out a reference that policy
7 was sign in and out. If you're not able to,
8 you're supposed to contact your supervisor or
9 provide a written explanation as to why. That
10 was another thing, I think I'm sure I put that
11 in here, where one captain in particular was not
12 doing that. That was after I spoke to Sergeant
13 Butler when all this started becoming apparent.
14 So yes, that was some of the irregularities
15 where it wasn't so much the overtime. It was
16 whether this person was here, whether they were
17 not here, when the supervisors would sign their
18 guys in and out sometimes without any
19 explanation or an investigator would say sign me
20 in and out and they did it. That was some of
21 their regular issues I had.

22 MS. BENTLEY: So in those instances
23 when you noticed that they were signing in at
24 home, did you check to see if they had done any
25 work during that time?

1 MR. RICHARDSON: Yes. So they had
2 submitted activity logs. I'm not saying you can
3 never work from home. I never said that. I was
4 not saying that. Depending on the nature of the
5 tasks you were assigned like in a regular work
6 day, generally you cannot just not come into
7 work. There would have to have been someone
8 would have had to have been called. My
9 supervisors have to give a shift report at the
10 beginning of their shift saying I saw these
11 people were supposed to work today. I saw them,
12 I gave people these assignments. That was every
13 day within an hour after the start of the shift,
14 so if the shift started at eight, by nine I'm
15 expecting an e-mail saying that for all shifts.
16 So if I were to review an activity log, it would
17 have had to be something else I'm looking for.
18 As an investigator, I'm not looking at
19 investigators' activity logs generally. When I
20 started noticing this and trying to cross-reference
21 stuff, some of them would put in they came in
22 late. Some of them would put in that they spoke
23 to a supervisor or something like that, but it
24 wasn't something that was done unilaterally. It
25 was sporadic, and that's kind of what I gathered

1 like, listen, your supervisors are allowing this
2 to become like a normal thing and I'm not cool
3 with that being a normal thing. If you're not
4 coming into work like you're supposed to come
5 into work, your supervisor needs to understand
6 why and I need to understand that as well. So
7 there was a point where I said if you're going
8 to be late or can't sign in, can't sign out,
9 you're to say something to your supervisor and
10 that is supposed to be forwarded to me, which
11 happened for a minute and then it died off. I
12 got thought the problem got rectified and got
13 fixed or was addressed, and then I found out it
14 wasn't, so that's how that happened.

15 MS. PAGE: So in your written statement
16 you stated that the department believes you may
17 be showing favoritism to Lieutenant Hill-Harris.
18 Why do you think that is?

19 MR. RICHARDSON: There is no disputing
20 me and him are friends, but as far as allowing
21 him to do whatever, what he was allowed to do,
22 there was no rule or nothing that only he could
23 do whatever. Oftentimes I needed stuff done
24 immediately off hours or things like that, so
25 like I said before, special details come up, I

1 would ask who is available. There was I have 17
2 people or 16 people underneath me, three captains
3 and the rest are lieutenants. Out of those
4 lieutenants or investigators, four guys would
5 consistently be the people that were always -- I
6 can call them 1:00 in the morning I need somebody
7 to go over here and look at this. I would send
8 out a text. There would be a response. He was
9 normally the one that responded and if it was
10 based on overtime basis or if there was
11 something done that he was like, "I actually
12 need Thursday off. Today is Wednesday. Can I
13 work today instead of tomorrow? Okay. If it
14 will save me overtime, yeah, I'll let you do
15 that. If there was training that needed to be
16 done, which he was the training officer, he
17 would get removed out of the day-to-day
18 operation and that his was his sole task,
19 training. Now that brought up a big issue
20 because some guys felt that that's not fair or
21 whatever, but he was the most qualified person.
22 He has a certification in training, fire
23 investigation training specifically, so he
24 designed a training program, presented it.
25 Myself and at least one other captain, two other

1 captains were fine with that and that's what he
2 did for our training program, and the probationary
3 period for lieutenant is a year, but they go
4 through the police academy for six months out of
5 that 12-month period, so it might have gotten
6 broken up, but they have a regimen that they
7 have to complete. They had tests, lessons. He
8 has to submit lesson plans, all this stuff, a
9 syllabus, all in a weekly basis, so when he did
10 training, that's what he did. You can't call
11 him and say I need you to go look at a fire
12 scene because he was assigned to training for
13 that day or that period. A lot of people
14 thought that was me being favored to him, but,
15 no, that's not it. He was the most qualified
16 person. I asked for volunteers. He stepped up
17 and he was the most qualified in that regard,
18 but for me, I'm saying I was actually harder on
19 him than anyone else because when I first became
20 captain, he did something kind of -- it was very
21 serious and the discipline I recommended was he
22 be terminated. Our union got involved and got
23 it reduced to a 29-day offense. My friend
24 outside of work and my friend in work is two
25 different things. I had to struggle to get this

1 job. The chief's position is appointed. I had
2 to compete for this. I hold that tightly, very
3 tightly. I'm not going to allow someone to
4 jeopardize my job because we're friends. If
5 you're violating something, I said you're not my
6 friend, that's the way I look at it. So if he
7 was doing something I didn't approve of as a
8 captain, me and him would have shouting matches.
9 I pulled him in a room and often it was in
10 public. I would go off on him about something
11 he did that I know he knew better than to do,
12 but that was him because we were friends. Other
13 guys I wouldn't do that. I'd be silent and take
14 you down on charges or whatever. It wasn't no
15 through like -- I don't know how to say it. I
16 let him slide on some things. No, if he did
17 something, he got talked to. He did it again,
18 I'm going to start documenting that, right?
19 Often with him it never got to the documentation
20 part. Other people it got past that part, but
21 there was no favoritism as far as that's
22 concerned, no.

23 MS. PAGE: Okay. You said that if he
24 wanted to switch his days, that he would come to
25 you and you would okay it, so is that something

1 that you would approve or is that something that
2 happens frequently.

3 MR RICHARDSON: There is three
4 captains. Any one of those, if they needed
5 something done, that's on them to figure that
6 out. If there's a day to be switched, they were
7 to go in the schedule, switch a day, okay it,
8 that's how it was. As a captain, yes, because I
9 was a captain, but as a chief, I don't do that
10 anymore, so he wouldn't be calling me and asking
11 me to switch a day for something. He would be
12 calling a captain for that, like for recalls.
13 That's a good example, so we have supervisors
14 that are on duty. If there is no one able to
15 work a shift, there is a supervisor always on
16 duty. If something occurred and a supervisor
17 felt they need, I need someone to go over here
18 and address whatever issue, we would have a team
19 of people that's on recall. They would get
20 contacted and asked to go wherever and do
21 whatever. If that person says they opted to,
22 hey, I don't want the overtime, I just want the
23 time off or I want to switch these hours for
24 another day, the supervisor had the flexibility
25 to do that. That would only come to me if it

1 was something like there was no one that took up
2 that volunteered for that or someone was
3 supposed to be on recall, tried to contact them
4 and they couldn't get in contact with them.
5 Then I'd get a phone call on that, but how they
6 worked that out between them, I wasn't involved
7 in it.

8 MR. MARABLE: I want to get a bit of
9 clarity because I think we morphed between you
10 as captain and you as chief, so I want to be
11 clear, on some of the things you spoke about in
12 the interactions with the lieutenant, it seems
13 like it was direct so are you saying is that
14 when you were captain?

15 MR. RICHARDSON: Correct.

16 MR. MARABLE: And as chief you don't
17 play a role in directly supervising any of his
18 actions?

19 MR. RICHARDSON: Generally, yes, so
20 that's a good point. Let me make a clarification.
21 Our entire office, we're all in a group text
22 chat, if something comes up, I would post
23 something in a group chat. I need this to take
24 place. A captain may chime in and say I'm going
25 to assign that to whoever, where an investigator

1 may say, hey, I'll do that. Then him and his
2 supervisor would address how they are to be
3 compensated or what methods they use or
4 something like that. I just wanted the task
5 done. How they got it done was not really my
6 concern. I just needed this done.

7 MR. MARABLE: Okay. But you never had
8 the opportunity to say I want this lieutenant on
9 this work?

10 MR. RICHARDSON: No, other than the
11 training piece.

12 MR. MARABLE: That was my next question.

13 MR. RICHARDSON: Yes, other than the
14 training piece and we have a youth fire program.
15 Those are the two things that specifically he
16 was the person that was like at the forefront
17 of, and that was because, like I said, for the
18 training piece he had certification, youth fire
19 program, went and got certified for that and
20 that's how that happened.

21 MR. MARABLE: Were you captain or chief
22 when he got assigned to that?

23 MR. RICHARDSON: I might have been
24 captain. I might have been a lieutenant. There
25 was discussions of that, so officially I was a

1 captain. He had taken on that role prior to me
2 becoming, getting promoted to captain unofficially,
3 but he was going to get the certification and
4 things like that and our chief at that time
5 allowed him to handle youth fire certifications,
6 but it was not formalized, it was informal, and
7 when I became captain, I kind of made that
8 formal through our department because as a
9 whole, we wanted that program to stay alive.

10 MR. MARABLE: I'm sorry.

11 MS. PAGE: Okay. And then to go back
12 to your relationship with former Lieutenant
13 Hill-Harris, you stated that if he did something
14 that you knew that he should not have done, you
15 may pull him to the side or you may yell at him,
16 whereas somebody else you would put them on
17 charges, so why is it that you would pull him to
18 the side and yell at him, but for someone else
19 they would have charges?

20 MR. RICHARDSON: So let me kind of
21 clarify how I was meaning this. If he did
22 something, I'm not saying something that
23 required discipline. It was something I just
24 knew he was better on. Came in to work, sloppy
25 uniform, something I'm not going to take a

1 person down on charges for coming in wearing a
2 sloppy uniform, but I'm going to say you're in
3 training, you're training these new guys and
4 you're coming in out of uniform and there would
5 be a harsh discussion over that, right? If he
6 was to do that maybe two times after we seen
7 that, then it would be I'm not talking anymore,
8 right. Another individual, something like that,
9 I wouldn't even talk to them. I'd talk to the
10 supervisor and tell him, hey, this guy is out of
11 uniform. Have him fix his uniform. If that
12 supervisor didn't do that, I'm using that as an
13 example, not that it happened. If that
14 supervisor didn't do that, then I'm talking to
15 the supervisor about that, so as far as saying
16 like I talked to Hill-Harris only, no, I would
17 talk to him about something I saw directly, but
18 his supervisor still had control over him, so it
19 would be something I'm saying out of like, I
20 know you know better than that, but it wouldn't
21 be anything of the level I need to discipline
22 you on that, right, so that is what I'm saying
23 as far as that goes. If another investigator,
24 and you're saying Lieutenant Hill-Harris, but
25 there are multiple investigators that I may have

1 said that to over little things. Come into
2 work, I said the uniform, but if I see a person
3 reports, that's another one, so I might have to
4 for a FOIA request send some information out,
5 and I see an investigator wrote a report that I
6 think is substandard, and I know this person
7 knows better, you know, rewrite this report. I
8 know you know better. I trained you or whatever
9 the case may be, blah, blah, blah. If that
10 continues, I'm not talking to him anymore. I'm
11 talking to his supervisor now. He's writing
12 these crappy reports. Monitor his reports.
13 Next time I see a report like that, you're going
14 to have to answer why is he authoring reports
15 like this. It was like that, that was just
16 across the office, but it was not a you're not
17 coming into work on time regularly. I'm going
18 to talk to you. You don't come to work on time,
19 I'm taking you down on charges. No, something
20 like that, no, that's a different level or
21 different arena of non-acceptable behavior.

22 MS. PAGE: Okay. Thank you. Do you
23 recall having a meeting with members in March
24 2024 when you made a comment that members were
25 not sticking together and that there were times

1 in the past that you stayed with your kids
2 instead of being at work?

3 MR. RICHARDSON: No, no. What I
4 specifically said in that meeting, and I
5 remember that, was I talked about it was already
6 known that amongst even the investigators, that
7 this investigation was going on. What I said
8 specifically was I put rules in place. If you
9 haven't been following the rules and it comes
10 out, don't expect me to cover anything up. I'm
11 going to produce what I have in writing. If you
12 say something otherwise, then that's going to be
13 that. That's what I said. It was no let's
14 stick together. I wouldn't say anything like
15 that. I said what I put in writing is what I
16 stand by. I would never say stick together.
17 For what purpose?

18 MS. PAGE: Okay. What about you stayed
19 with your kids instead of being at work? Did
20 you ever say that?

21 MR. RICHARDSON: My kids are good and
22 grown, good and grown. My daughter is 26 and my
23 son is 23. At what point they're referring to I
24 stayed with my kids, that would have to have
25 been well over 15 years ago.

1 MS. PAGE: It says in the past, just in
2 the past.

3 MR. RICHARDSON: If I had stayed home,
4 and I'm not saying I never did that, I may have
5 stayed home, came home for my kids, I had my
6 daughter only on weekends, so I made comments to
7 say at times back then, hey, I got to go grab my
8 daughter from here and take her over here while
9 I'm at work, yes, I have done that and I have
10 said that. I made that perfectly clear, I'm
11 going to pick my daughter up or my son. I got
12 to take them over to their mother's house or my
13 mother's house or something like that while I'm
14 at work, yeah, I did that.

15 MS. PAGE: Okay. Thank you.

16 MR. RICHARDSON: But just to say I
17 summarily stayed with my kids for a whole day
18 instead of coming to work, no, that's just not,
19 that's just not possible. As a lieutenant, I
20 had a supervisor. There is no way I can come to
21 work and just, poof, disappear and no one not
22 know about it. There is no way that could happen,
23 just at any time you can get a phone call and
24 you got to go over here to do something, you're
25 expected to show up over there, and if you don't,

1 you got to answer some questions, so for me to
2 say or anyone to say they just disappeared and
3 no one saw them, only way that can happen is if
4 a supervisor knew about it. There's too much of
5 a risk. I don't see how someone would do that
6 and not think their phone or we're on radio. We
7 have radios where we get dispatched or called by
8 central office and we have phones. Phones are
9 not mandatory, but radios are, so if someone
10 tried to call you on your phone and you weren't
11 able to be reached and you had to go someplace
12 or call you on a radio you have to answer. If
13 you don't answer, I'm going to get a phone call
14 where we're trying to reach so-and-so and we
15 cannot reach them, then I'm going to be asking
16 questions. The captain on duty could get a
17 phone call saying the same thing. We're trying
18 to reach so-and-so, we can't get him on the
19 radio for whatever reason, and then that sparks
20 a whole other line of questions from us. So to
21 say someone just disappeared and no one knew
22 where they were at on a regular basis, only way
23 that can happen is if a supervisor knew where
24 this person was, and if a lieutenant said that,
25 they might have the known, but a supervisor

1 should have known.

2 MS. GREENE: I see from your written
3 response that in the past you had some issues or
4 troubles with Captain Dixon's performance.
5 After documenting those issues and speaking to
6 him about it, what measures did you employ to
7 build that trust in his performance again?

8 MR. RICHARDSON: So that's a good point.
9 There was an issue with him and how he did
10 payroll. So prior to becoming a captain when
11 I -- so back up. Our promotional system up to
12 chief is strictly seniority. There is no
13 performance, you don't have to be a stellar
14 employee. You just have to keep coming to work.
15 You get promoted to captain. Above captain you
16 have to be appointed. I was a captain and when
17 it became clear that our chief was retiring, the
18 other two captains, it was inevitable then
19 Lieutenant Dixon was going to be the next person
20 promoted to captain. As a captain, I started
21 sending him to supervisor classes, supervisor
22 training for UltiPro, things like that, because
23 at that time that was my task to do payroll and
24 stuff like that. So if I became chief, he would
25 have to fill that spot and I didn't want him to

1 step into there, because there is no training at
2 all mandated by our department when you take
3 over as supervisor. You just figure it out I
4 guess. I don't know. Anyway, so I sent him to
5 these classes, and so when I became chief and he
6 took over that role, then I knew you were
7 trained to do payroll, you were trained in these
8 other matters, so I know I can expect what to
9 expect out of you. When he didn't perform to
10 that standard, it was I would write him a letter
11 to see like do you know that this is what you're
12 supposed to be doing, right? And if he
13 acknowledged yes, it was why didn't you do it,
14 and if he didn't have a good explanation, a lot
15 of times he said he wasn't aware of whatever
16 issues. If it revolved around training, like in
17 this case it was specifically I'm talking about,
18 he acknowledged that he didn't know how to do
19 payroll accurately, so then I had him go back to
20 retraining for UltiPro for supervisors. They
21 have training at that time I want to say it was
22 once a month or something they have a calendar
23 that they put out. So I mandated that he go
24 back and get retrained and then come back and do
25 things the correct way. Oftentimes he did

1 acknowledge that he knew, I know I should have
2 did this, I just thought, and for whatever
3 reason. Signing in and out was one of the big
4 things because if their hours didn't match, I
5 just wanted their hours to match, so I would put
6 their hours down whatever, just so they would
7 get their 80 hours in a pay period. That's not,
8 I can't re train that. There's no fixing that I
9 guess, and with our system I can't replace him.
10 Even with discipline, it's subject to someone
11 else like and in one of the exhibits I clearly
12 outlined, I told them this multiple times here
13 are the e-mails. What I found out was he had
14 did this with these people and on these dates
15 and he was doing it himself and he still got
16 found not guilty. Like at that level in the
17 fire department, it's kind of known if you're
18 not appointed, you're pretty much it's next to
19 impossible to get rid of someone, regardless of
20 their performance. Like I say, it's strictly
21 seniority. You could have been horrible, but
22 when it's time for you to take a sergeant,
23 lieutenant or captain's position, if you make it
24 to that day where the last person in front of
25 you gets promoted and you make it to that day,

1 you're promoted. It doesn't matter what you've
2 done. That only applies to appointed positions.

3 MR. MARABLE: So I want to go back a
4 little bit to the conversation about Captain
5 Farrow and you indicated that, or Farrow, it was
6 commonly stated that he was absent a lot.
7 Explain to me like commonly stated like who was
8 talking about it? Was it the supervisory ranks?
9 Was it the lieutenants? Was it all throughout
10 the division.

11 MR. RICHARDSON: Yes, at some point, so
12 before, just to give you background Captain Farrow
13 was the most senior captain when I became --
14 well, he was the most senior captain, it was
15 Captain Davidson and I was the junior captain.
16 Chief at that time placed him on a permanent
17 afternoon shift because there was some issues
18 with him. When I became chief, there was a big
19 blow-up because basically I leap-frogged over
20 everyone and he felt slighted because he was the
21 most senior and thought he was the one that was
22 supposed to be in the position, and that's when
23 because I was pulling him off of midnights or
24 off the night shift and saying you got to work a
25 regular shift like everyone else does. There

1 was push-back on that and he ended up going to
2 the union, talked to the commissioner. I was
3 told leave him on the afternoon shift. Okay.
4 Then it became I guess like I said earlier, it
5 was talk of it, but it wasn't like every day
6 he's never here, he's never here. It was just
7 talk. I came into work and I didn't even see
8 him, and then after a while it was that became
9 like one of the notable things and that's what
10 prompted me to look but when I did find it, like
11 I said, I would bring that to the attention of
12 our commissioner and our union would step in and
13 I was not part of that conversation. I was just
14 getting told how to handle that.

15 MR. MARABLE: So the reason why I
16 raised that is the commonly stated part because
17 it seems to me both IA and I think our own
18 investigation indicated that it was kind of
19 commonly stated some of the same issues about
20 Lieutenant Hill-Harris and you said that never
21 got back to you. Now, assuming that everybody
22 else was talking about it, do you think the only
23 reason that may not have gotten back to you is
24 because of your perceived relationship with him?

25 MR. RICHARDSON: No, because I held the

1 supervisors to that standard, so if there was
2 any problems, any issues, they were supposed to
3 bring that to me. The stuff I'm talking about
4 as far as Captain Farrow was stuff that was
5 brought to me. That's what I acted on, so the
6 discussion of it was commonly discussed, no,
7 there was no more and -- there was discussion
8 amongst the investigators about all types of
9 stuff. A lot of that was kept amongst them. It
10 was never something that they would openly voice,
11 whether it was to me or any other supervisor. I
12 would guess you would call it like discussion
13 amongst in the office, co-workers, but it's not,
14 I'm taking it as you're not going to say, hey,
15 this is a serious problem because if it was a
16 serious problem, you would say, hey, this is a
17 serious problem. I would imagine you would put
18 that in writing, at our monthly meetings bring
19 that up, but that was not the case.

20 MR. MARABLE: So I just want to bring
21 to your attention that folks were so serious
22 about it that they came to us and that a
23 complaint was lodged even outside of the chain
24 of command. That's why I kind of drew your
25 attention to the conversations that was going on

1 about Captain Farrow and that got to you, but
2 this didn't get to you, so I'm just kind of
3 laying that out as a baseline. The last thing
4 that I have just in terms of your understanding
5 or the perception that there may be a perceived
6 issue of unfairness with your relationship with
7 Hill-Harris. Even though I'm crystal clear that
8 you did not intentionally or think you were
9 intentionally giving any favor there, but that
10 there was a clear -- do you understand that that
11 was the perception that kind of pervaded.

12 **THE WITNESS: I understand to some**
13 **people that was the case, yes.**

14 MR. MARABLE: Okay. Do you guys have
15 anything else?

16 MS. PAGE: No.

17 MR. MARABLE: Do you have anything else?

18 MR. RICHARDSON: No.

19 MR. MARABLE: I want to thank you for
20 your time this morning. If there is nothing
21 else, we will conclude this hearing at what time
22 do we have?

23 MS. BENTLEY: At 10:56.

24 MR. MARABLE: At 10:56 a.m.

25

1 (Hearing adjourned at 10:56 a.m. and
2 reconvened at 12:42 p.m.)
3

4 MR. MARABLE: Today is Tuesday,
5 October 21st, 2025. This is an administrative
6 hearing regarding the Office of Inspector
7 General for OIG investigative file number
8 22-0016. In accordance with the administrative
9 hearing rules, today's hearing is being
10 transcribed by a court reporter. We will not
11 have the appearances. I am Kamau Marable
12 Inspector General for the City of Detroit.

13 MS. BENTLEY: Jennifer Bentley, Deputy
14 Inspector General.

15 MS. PAGE: April Page, investigator for
16 the OIG.

17 MS. GREENE: Tiye Greene, Office of
18 Inspector General attorney.

19 MR. HILL-HARRIS: James Hill-Harris,
20 fire department.

21 MR. BURTON-HARRIS: Robert Burton
22 Harris. I represent Mr. Harris for today's
23 purposes.

24 MR. MARABLE: Thank you, gentlemen.
25 Before any testimonies are presented, I have a

1 couple of housekeeping matters I need to address
2 for the record.

3 The hearing is being held at the request
4 of firefighter Hill-Harris in response to the
5 OIG draft report provided on September 9th, 2025.
6 The report stated that on October 20, 2022 the
7 OIG opened an investigation after receiving a
8 complaint that alleged that Detroit Fire Department
9 Lieutenant James Hill-Harris submitted fraudulent
10 time records to receive payment for hours he did
11 not work. Evidence reviewed by the OIG indicated a
12 pattern of questionable/unsupported time
13 submissions that suggest time fraud dating back
14 as far as 2018. Therefore, on June 16th, 2023
15 the OIG initially referred the investigation to
16 the Wayne County Prosecutor's Office. After
17 some discussion with the WCPD the OIG decided to
18 refer the investigation to the Detroit Police
19 Department for further investigation.

20 DPD internal affairs investigation
21 confirmed a consistent pattern of then Lieutenant
22 Harris being at home or outside the city during
23 hours he had reported at work. After completing
24 our investigation, the OIG's draft findings are
25 as follows: Then Lieutenant Hill-Harris

1 fraudulently overstated his hours worked by more
2 than 150 hours and Chief Dennis Richardson and
3 Captain Rance Dixon abused their authority by
4 neglecting their supervisory responsibilities,
5 which contributed to a lack of accountability
6 for the reported overtime hours by then
7 Lieutenant Hill-Harris.

8 Some procedural matters: I will now
9 outline the purpose and the rules for this
10 hearing. This hearing is not for the OIG to
11 present, defend or discuss its findings
12 contained in the draft report. Also, it's not a
13 legal or adversarial proceeding, therefore,
14 neither the Michigan Court Rules nor the Rules
15 of Evidence apply in this proceeding. The only
16 rules that apply in this setting is the OIG's
17 administrative hearing rules, a copy of which
18 was previously sent to all parties.

19 The sole purpose of this hearing is to
20 provide Firefighter Hill-Harris with an
21 opportunity to dispute the findings made in the
22 OIG's draft report by providing in this forum so
23 that they may present additional and/or new
24 evidence that would support a reversal in whole
25 or in part or corrections of the OIG's findings

1 made in the draft report. Therefore, based on
2 what is presented today, my staff and I may have
3 questions pertaining to the new information in
4 the written response or any information that may
5 be gained through this hearing.

6 After the hearing today, the OIG will
7 review and consider all the testimony in
8 evidence provided today and make any necessary
9 changes or adjustments, if any. Based on our
10 review, we may finalize the draft report or seek
11 additional information or documentation from the
12 parties to finalize the report.

13 Once we finalize the report, it will
14 be published with a copy of the written response
15 a copy of the transcript of today's hearing
16 along with all exhibits marked today. Are there
17 any questions? Madam Court Reporter, could you
18 swear in the witness?

19 J A M E S H I L L - H A R R I S
20 was thereupon called as a witness herein, after
21 having been first duly sworn to tell the truth,
22 the whole truth, and nothing but the truth, was
23 examined and testified as follows:

24 MR. MARABLE: Do you want to proceed, sir?

25 MR. BURTON-HARRIS: I have no intention

1 of calling Mr. Hill-Harris as a witness. I know
2 we had some discussion off the record about the
3 written response that Mr. Hill-Harris has provided,
4 including the exhibits. I think that will suffice
5 for any kind of additional statements he would
6 have made on the record. I guess the only thing
7 that I would just add in terms of that if it's
8 appropriate is just maybe kind of not even a
9 written summary that I think you all can read
10 yourself, but just what I kind of think about
11 this situation and why I think it was important
12 for Mr. Hill-Harris to give this body this
13 information that he did.

14 I think really this, at least for me,
15 the way I look at this situation is just a
16 question about leadership and I think that
17 leadership means being honest and truthful even
18 when it makes a leader look, bad and I think
19 that if leadership, once some questions were
20 asked about this entire situation even back in
21 2022, I think if leadership was honest about the
22 way that the arson division unit was operating,
23 I don't think that we would necessarily be here,
24 so at the behest of my client, I won't go into
25 specifics of identifying who I think the problems

1 with leadership are. I was prepared to name
2 names, but I want to do what my client has asked
3 me to do, so with that being said, I think based
4 on the supplemental evidence, and as an aside,
5 we're just not really sure what evidence you all
6 have looked at. We know that per our draft
7 report, there has been some specific identified
8 things, but we don't know everything that you
9 all have had or been privy to. So based on what
10 we have and what we provided I think it is
11 relatively clear that no fraud or anything like
12 that was transpiring on Mr. Hill-Harris's part.

13 Working remotely, for better or worse,
14 work stacking or widespread, acknowledged
15 publicly discussed things in the arson unit and
16 everyone in leadership knew about that, and when
17 I say everyone, I mean even all the way up to
18 the top of who was running the arson unit and
19 ultimately in charge of the fire department, and
20 I'll leave it at that. So, again, I think that
21 if this body and even IA would have had honest
22 information in the beginning, we wouldn't be
23 here, and I think the last thing that I wanted
24 to say, because I think that one thing that got
25 lost in this per at least IA's report, is that I

1 think that a lot of these remote working kinds
2 of policies and procedures came about obviously
3 during COVID, but will continue because they
4 were frankly just more efficient, and I think
5 that if -- I don't think that it is a good
6 policy and a good idea to drag members --
7 obviously I care and I'm representing my client,
8 but really any member of a 20-person, I think
9 less than 20-person arson unit whose task was
10 investigating all the fires in the City of
11 Detroit, I think the third highest arson rate
12 out of all the states, and they are doing things
13 in the most efficient way possible because
14 they're overworked because they have all these
15 different tasks and responsibilities and now
16 it's a question of, well, somebody didn't
17 officially or put in writing what was actually
18 operating or happening on a day-to-day basis,
19 now people are in trouble, and I think that's
20 unfair and inconsistent, and like I said, I
21 think if people were honest at the very
22 beginning of this, I don't think we would have
23 been here. So that's really all I have to add
24 to what you all have kind of already perceived.

25 MR. MARABLE: Do you have any questions?

1 MS. PAGE: I don't.

2 MS. GREENE: So one thing I've noticed
3 in the written summary that I briefly looked at,
4 or really what you just stated, is that there is
5 widespread use of working remotely and we've
6 heard clocking in and out while not on city
7 grounds or perhaps not at a site. In a way, it
8 does contradict what other information and
9 testimony is being received saying that when
10 those practices were noticed, they were immediately
11 identified as a problem. How is it that they
12 were both widespread and accepted, but also a
13 problem?

14 MR. BURTON-HARRIS: Well, I think
15 that's a good summary of what the problem is and
16 what I've kind of said at the very beginning was
17 I don't think it's accurate and true that these
18 things were noted as a problem and then told to
19 cease. Now, I think now it's a totally different
20 situation. I don't think anybody is really
21 doing any kind of remote work like it was during
22 this period that we're kind of interested in,
23 but at the time, even though people have come to
24 this body and other bodies and have said
25 differently, the truth of the matter is they

1 were just not being honest and that's the
2 mildest way of putting it, and I think that's
3 evidenced by some of the things that we have
4 provided this body and I think that it may be
5 because I don't want to speculate about what
6 this body has reviewed and received and what
7 even internal affairs has perceived. I do know
8 that it is not difficult to get people -- it's
9 not difficult to determine that there is probable
10 cause to believe that a crime was committed and
11 that somebody was charged, so the fact that the
12 prosecutor's office in this county has reviewed,
13 at least similar evidence and information that
14 you all have reviewed and I have reviewed and
15 determined that we don't need to actually charge
16 anyone with anything, I think that speaks to the
17 strength to the contrary evidence, if that's how
18 you want to characterize it, but frankly, I just
19 think that people were not being honest about
20 how the day-to-day operations of the arson
21 division actually work, for whatever reason. I
22 know there was an investigative reporter who had
23 questions and an appointed official that was in
24 charge of the operation of the fire department
25 and sometimes if a person says that they don't

1 change their behavior when a camera is in front
2 of them, they've never been in front of a
3 camera, so I don't know to what extent that
4 person was prepared to be questioned the way
5 that this investigative reporter questioned him,
6 and that response I think was kind of a
7 foot-to-mouth response so that we had to go back
8 and kind of cover ourselves if we did allow what
9 was actually being allowed to happen, so I can't
10 really tell you why other people have not been
11 as forthcoming I think as Mr. Hill-Harris has
12 been. I think, and I don't know this for sure,
13 but to my knowledge he is the only member who
14 voluntarily did the Miranda interview where they
15 explicitly explained to him anything that he was
16 the focus of the investigation, and still he
17 came. I can't say that I advised a lot of
18 clients to go and talk to the police, but this
19 was something that Mr. Hill-Harris wanted to do
20 because I think he had nothing to hide and I'm
21 not sure if I would say the same thing for other
22 people involved in this.

23 MR. MARABLE: So what do you think the
24 motivation is, because if I hear you correctly,
25 it seems that Mr. Harris has been singled out.

1 MR. BURTON-HARRIS: Mm-hmm.

2 MR. MARABLE: Can you speculate or give
3 us an idea what the motivation is behind that?

4 MR. BURTON-HARRIS: Sure. My client
5 may be angry with me if I do too much speculating,
6 but I mean, once again, I think that some people
7 in leadership, especially given the fact that we
8 are going to have a new mayor very soon, people
9 who are appointed, they want to stay appointed,
10 and when a new administration of any government
11 agency comes in, they want to generally bring
12 their own people, so it's a matter of people who
13 are already there trying to figure out their
14 place and how they're going to stay there and
15 their values, so if during this period where
16 everybody is kind of on their P's and Q's you
17 got an investigative reporter asking some very
18 pointed questions and the answers don't make you
19 look the best, that may be a reason to try to
20 push the questions and the focus to someone
21 else. Outside of that, I mean I really can't
22 give a whole bunch of -- there are other things
23 that have transpired and I have been told about
24 in terms of different character disputes within
25 the office and things like that and maybe

1 somebody, because I think this body understands
2 and knows that my client is friends with one of
3 the supervisors in the unit, very good friends,
4 and so I think that when people see that
5 relationship, if they are not used to seeing
6 that kind of relationship between people, people
7 makeup and add all kinds of things that may or
8 may not be true in terms of the reasons why they
9 have this relationship, and so that could have
10 been some of the motivation, but frankly, I
11 don't have anything definitive to explain in any
12 rational objective way to this body or really
13 any other body why we're actually at this point,
14 where as I see it, this could have been nipped
15 in the bud. Maybe somebody looks a little bad
16 for a news article, but it certainly wouldn't
17 have involved multi professionals' time, energy,
18 effort to investigate something that turns out
19 actually didn't need to be investigated, or if
20 it did need to be investigated, it certainly
21 needed to be approached in a different way if
22 you all would have received honest and forthcoming
23 information, so the short answer to your question
24 is I can't -- I don't know. I can give some
25 kind of guesses, but frankly, I don't know. It

1 was unreasonable to me and saying that
2 Mr. Hill-Harris has been singled out is putting
3 it mildly. There's a lot of things that have
4 gone on since this investigation started that I
5 think is just not necessarily appropriate for
6 this particular record and just becomes kind of
7 this monster with a lot of different tentacles
8 going in different directions, but I do agree
9 that Mr. Hill-Harris has been singled out in a
10 way that may or may not be actionable.

11 MR. MARABLE: Anything else?

12 MS. BENTLEY: There were witnesses in
13 the IA report that stated that your client didn't
14 show up to various sites when he was called and
15 he was supposed to because he was on duty, so
16 what is your response to those allegations?

17 MR. BURTON-HARRIS: Well, so I don't
18 know if you all, I'm assuming because I was at
19 the IA investigative interview, and I believe it
20 was Detective Sergeant Butler, I know he recorded
21 it, so I don't know if he shared that recording
22 with you all. I think that question was addressed
23 specifically during that conversation, so you
24 may want to talk to Mr. Butler or Sergeant Butler
25 to see if he can provide that, but in terms of a

1 specific date, I mean it's difficult to years
2 later after the fact where were you on this day
3 at this time. I mean like most of us would have
4 to try to do what we can to figure that out to
5 be even remotely precise, and I do think if I
6 recall correctly, there were some pointed
7 answers specifically about specific days, but
8 the fact of the matter is that any day that
9 Mr. Hill-Harris was supposed to be on duty, he,
10 in fact, was, so if there was somebody who
11 didn't reach him, I don't know if that was an
12 assumption that he just wasn't around or any
13 type of statements about we called him for
14 something and he was supposed to show up and he
15 never showed up, I just don't think that's true
16 and that's really all I can do in terms of
17 speaking to that.

18 MS. PAGE: So may I ask why is it
19 you're no longer a lieutenant?

20 MR. BURTON-HARRIS: That's a complicated
21 question and it's complicated because it relates
22 to this investigation, but this investigation
23 spurred some other questions, so the short
24 answer is that after IA released their findings
25 and, you know, sent everything to the Prosecutor's

1 Office, the Prosecutor's Office denied the
2 warrant I believe either the same day or the
3 following day, but of course, IA didn't
4 necessarily tell us that. McGinnis is I believe
5 the detective in charge of the IA unit, so I
6 don't think that he was happy about the
7 prosecutor's determination that there was
8 nothing to be charged here, and so McGinnis sent
9 an e-mail to other members and higher-ups in the
10 fire department flat out saying, oh, we did this
11 investigation and we're sure he did this. We're
12 sure Mr. Hill-Harris did this, so we're taking
13 his MCOLES certification. I'm sure you all know
14 more about MCOLES certification than I do, but
15 my understanding is that you have to have an
16 agency that basically sponsors a person after
17 they go through the police academy and get the
18 state certification through MCOLES, so without
19 the agency, the agency being Detroit Police
20 Department being willing to sponsor Mr. Hill-Harris,
21 he had to be removed from the unit and without
22 him being a part of the unit, he was demoted
23 immediately. I have a whole bunch of problems
24 and opinions about going from a lieutenant in a
25 fire department to a firefighter just because

1 some person did an investigation and said these
2 things, but that was why the demotion happened,
3 and then there was a question of, okay, we're
4 doing an audit and we never got a real
5 understanding of how widespread this "audit" is
6 or was because Mr. Hill-Harris, like a lot of
7 different fire department members, does EMS work
8 because the city was struggling to fill those
9 positions, so they said we're going to look at
10 all of your EMS basically scheduling and log for
11 the entire times you worked and out of a couple
12 hundred days, they came up with something like
13 three days where there was --

14 (Mr. Hill-Harris holding up four fingers.)

15 MR. BURTON-HARRIS: -- four days where
16 there was a form that should have been filled
17 out, not even by Mr. Hill-Harris, but a form
18 that would indicate when somebody was working
19 and they had their ah-hah, look it, you can't
20 explain these four days. Well, the union got
21 involved. They had the equivalent I guess of
22 some type of contested hearing about this where
23 not only was affidavits obtained from the people
24 that Mr. Hill-Harris worked with on those
25 specific days obtained, but other records that

1 were provided from Detroit Fire Department
2 leadership that showed that he was working for
3 all of these "missing days," and going back to
4 my point about people's motivation for doing
5 these kind of investigations and making findings
6 that are just not rooted in reality, I think
7 they still found him guilty on one of the days
8 and disciplined him with a one-day suspension,
9 which of course, as you all know, is unappealable,
10 so there was no way for Mr. Hill-Harris to
11 really challenge that finding even though it
12 was, I'm looking for a nice word here, it was
13 not rooted in reality, so that's the reason why
14 he got demoted.

15 MS. PAGE: Thank you.

16 MR. MARABLE: You mentioned earlier
17 about the prosecutor. I just wanted Attorney
18 Greene to kind of highlight our standard versus
19 the standard that the prosecutor would look at
20 and that us being an administrative agency is a
21 little different.

22 MS. GREENE: There is a little bit of a
23 difference. Just for your understanding, the
24 Prosecutor's Office, we understand they did
25 decline to bring charges due to not enough

1 evidence from their perspective and they do
2 operate on a reasonable doubt standard, the
3 commonly understood reasonable doubt standard,
4 beyond all reasonable doubt whether or not you
5 engaged in time fraud or did those kinds of
6 actions. Our standard here is the preponderance
7 of the evidence, which means that based on a
8 review of the evidence, it's more likely than
9 not that you engaged in time fraud or that you
10 submitted fraudulent documentation related to
11 time worked and those things. It's a lower
12 threshold and so just not as hard to meet as
13 that prosecutor standard, which in a way explains
14 why we have continued in an administrative
15 review and administrative investigation, even
16 after the Wayne County prosecutor declined to
17 bring charges.

18 MR. BURTON-HARRIS: Sure, and I do
19 understand that. I do appellate work as well,
20 so I get the different standards of proof and
21 review and I understand that, you know, even in
22 other situations outside of this, just because a
23 prosecutor can't prove something beyond
24 reasonable doubt doesn't mean that they can't
25 prove it or somebody can't prove the same thing

1 in a civil context. Those are different
2 standards, I totally understand that. I think
3 here though, I don't know if you, I think that
4 all of this is premised on if you believe the IA
5 report and if you accept that IA did a thorough
6 enough investigation and incorporated all of the
7 contrary evidence that would suggest that
8 Mr. Hill-Harris was not involved in any kind of
9 fraud. So that's why I think at the end we were
10 requesting that respectfully that you all just
11 reconsider or at least, I can't remember the
12 exact words that you used at the very beginning,
13 but re-evaluate whether or not the draft
14 conclusion as written right now is the most
15 appropriate way of kind of concluding this
16 investigation.

17 MR. MARABLE: Well, that's definitely
18 our process and that's what we'll do. That's
19 what we'll engage in now, so we'll definitely
20 take the written document that you provided and
21 the statements today because we have a court
22 reporter and that's the evaluation that will
23 take place and we'll make that decision in good
24 order and you will be notified.

25 MR. BURTON-HARRIS: Sure. You said the

1 document. We're talking about the document with
2 the attachments, is that correct?

3 MR. MARABLE: Yes, yes.

4 MR. BURTON-HARRIS: I just wanted to
5 make sure.

6 MR. MARABLE: We did receive it all.
7 Anybody else have anything?

8 MS. GREENE: No.

9 MS. PAGE: No.

10 MS. BENTLEY: No.

11 MR. MARABLE: Do you guys have anything
12 else?

13 MR. BURTON-HARRIS: No.

14 MR. MARABLE: So we will call it as of?

15 MS. BENTLEY: 1:03.

16 MR. MARABLE: 1:03.

17 (Hearing concluded at 1:03 p.m.)

18

19

20

21

22

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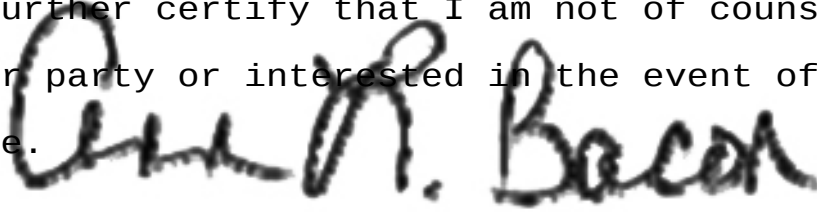
24

25

1 STATE OF MICHIGAN)
2 COUNTY OF MACOMB)

3 I, Ann L. Bacon, a Notary Public in and for
4 the above county and state, do hereby certify
5 that the attached hearing was taken before me in
6 the entitled cause on the date, time and place
7 hereinbefore set forth, that the witness was
8 first duly sworn to testify to the truth, and
9 nothing but the truth; that the testimony
10 contained in said hearing was reduced to writing
11 in the presence of said witness by means of
12 stenography; that said testimony was thereafter
13 reduced to written form by mechanical means; and
14 that the transcript is, to the best of my
15 knowledge and belief, a true and correct
16 transcript of my stenographic notes so taken.

17 I further certify that I am not of counsel
18 to either party or interested in the event of
19 this case.



20

21 Ann L. Bacon, Notary Public, Macomb County
22 Acting in Wayne County

23 My commission expires: 6/29/29

24

25

Index: 1..assigned

1	3		
1 12:18	3 12:17,20	activated 22:7	allowed 22:1 25:21 32:5 54:9
10:04 4:3		activity 19:3 24:2,16,19	allowing 15:9,25 25:1, 20
10:56 44:23,24 45:1	4	actual 11:14 16:5	ambushed 18:10
12-month 27:5	4:00 21:6	add 14:18 49:7 51:23 56:7	amount 10:20 12:13
1234 13:25 14:15	4:55 13:15	additional 6:21 7:8 47:23 48:11 49:5	analysis 13:5
12:42 45:2		address 4:22 8:4 15:16 18:25 21:8,9 29:18 31:2 46:1	and/or 47:23
15 35:25	8	addressed 9:8 17:1 25:13 57:22	angry 55:5
150 5:24 47:2	80 8:22 40:7	addresses 14:10 21:4	answers 55:18 58:7
16 5:10 26:2	9	addressing 15:17	anymore 20:3 29:10 33:7 34:10
16th 46:14	9th 4:25 46:5	adjourned 45:1	apparent 23:13
17 26:1		adjustments 7:7 48:9	appearances 4:11 45:11
1:00 26:6	A	administration 55:10	appellate 62:19
1:03 64:15,16,17	a.m. 4:3 44:24 45:1	administrative 4:6,9 6:14 45:5,8 47:17 61:20 62:14,15	applies 41:2
2	abnormal 19:5,16	adversarial 6:11 47:13	apply 6:13,14 47:15,16
20 5:1 46:6	absent 41:6	advised 54:17	appointed 28:1 38:16 40:18 41:2 53:23 55:9
20-person 51:8,9	abused 6:1 47:3	affairs 15:13 19:12 46:20 53:7	approached 56:21
2018 5:10 46:14	academy 27:4 59:17	affairs' 5:16	approve 10:8,10,11 28:7 29:1
2019 16:15	accept 14:13 63:5	affidavits 60:23	approved 10:13 11:20 12:23
2022 5:1 46:6 49:21	accepted 52:12	afternoon 20:21 41:17 42:3	approving 15:9
2023 5:10 46:14	accordance 4:9 45:8	agency 55:11 59:16,19 61:20	April 4:16 45:15
2024 34:24	accountability 6:3 47:5	agree 57:8	arbitrarily 12:7
2025 4:2,6,25 45:5 46:5	accurate 52:17	ah-hah 60:19	arena 34:21
21st 4:6 45:5	accurately 39:19	alerted 10:3 11:1,11	arrest 13:18
22-0016 4:8 45:8	accused 15:25	alive 32:9	arrested 13:16 14:1
23 35:23	accusing 16:2	allegation 8:15	arson 49:22 50:15,18 51:9,11 53:20
26 35:22	acknowledge 40:1	allegations 57:16	article 56:16
28 4:2	acknowledged 39:13, 18 50:14	alleged 5:3 46:8	assessments 14:3,9
29-day 27:23	acted 43:5	allowable 22:11	assign 30:25
2:00 20:23	actionable 57:10		assigned 24:5 27:12 31:22
	actions 30:18 62:6		

Index: assignments..common

assignments 24:12
assuming 42:21 57:18
assumption 58:12
attachments 64:2
attention 9:12,17 42:11 43:21,25
attorney 4:18 45:18 61:17
audit 60:4,5
audits 20:15
authored 16:15
authoring 34:14
authority 6:1 47:3
authorized 10:23 12:15, 17,20,23 18:2
aware 39:15

B

back 5:9 9:10 11:14 14:18 18:12 32:11 36:7 38:11 39:19,24 41:3 42:21,23 46:13 49:20 54:7 61:3
background 8:13 41:12
bad 49:18 56:15
based 7:7 26:10 48:1,9 50:3,9 62:7
baseline 44:3
basically 11:23 18:22 20:10 41:19 59:16 60:10
basis 26:10 27:9 37:22 51:18
beginning 24:10 50:22 51:22 52:16 63:12
behavior 17:13 34:21 54:1
behest 49:24
believes 25:16

Bentley 4:14 19:15 23:22 44:23 45:13 57:12 64:10,15
bi-annual 9:15
big 26:19 40:3 41:18
bigger 18:13
biggest 17:5
bit 18:22 19:18 30:8 41:4 61:22
blah 20:20 34:9
blow-up 41:19
board 17:7
bodies 52:24
body 49:12 50:21 52:24 53:4,6 56:1,12,13
boss 21:21
bounce 14:17
breadth 18:11 19:4
briefly 52:3
bring 42:11 43:3,18,20 55:11 61:25 62:17
broadened 21:22
broken 27:6
brought 8:12,15 9:12,16 15:15 16:8 21:21 26:19 43:5
bud 56:15
build 38:7
bunch 55:22 59:23
Burton 45:21
BURTON-HARRIS 45:21 48:25 52:14 55:1,4 57:17 58:20 60:15 62:18 63:25 64:4,13
Butler 15:18 23:13 57:20,24

C

calendar 39:22
call 26:6 27:10 30:5 36:23 37:10,12,13,17 43:12 64:14
called 7:20 14:3 24:8 37:7 48:20 57:14 58:13
calling 29:10,12 49:1
camera 54:1,3
captain 5:25 9:19 10:13, 14 11:10,20 12:6,16,17, 18,20,22 18:3 20:7,17 23:11 26:25 27:20 28:8 29:8,9,12 30:10,14,24 31:21,24 32:1,2,7 37:16 38:4,10,15,16,20 41:4, 12,13,14,15 43:4 44:1 47:3
captain's 40:23
captains 9:3,4 10:11 12:17 13:8 15:1 17:15 26:2 27:1 29:4 38:18
care 13:19 51:7
carried 10:4
case 34:9 39:17 43:19 44:13
cease 52:19
central 37:8
certification 26:22 31:18 32:3 59:13,14,18
certifications 32:5
certified 31:19
chain 11:25 12:1 43:23
challenge 61:11
change 54:1
character 55:24
characterize 53:18
charge 50:19 53:15,24 59:5

charged 53:11 59:8
charges 17:16 28:14 32:17,19 33:1 34:19 61:25 62:17
chat 30:22,23
check 21:17 23:24
checked 11:3 21:8
chief 4:24 5:25 6:18 7:24 9:25 10:5 20:12 22:19 29:9 30:10,16 31:21 32:4 38:12,17,24 39:5 41:16, 18 47:2
chief's 28:1
chime 30:24
city 4:13 5:19 21:9,10 45:12 46:22 51:10 52:6 60:8
civil 63:1
clarification 30:20
clarify 32:21
clarity 30:9
clash 17:8
classes 38:21 39:5
clear 30:11 36:10 38:17 44:7,10 50:11
client 49:24 50:2 51:7 55:4 56:2 57:13
clients 54:18
clocked 8:22 21:1
clocking 52:6
co-workers 43:13
command 11:25 43:24
comment 34:24
comments 36:6
commissioner 12:25 21:21 42:2,12
committed 53:10
common 13:15

Index: commonly..division

commonly 20:17 41:6,7 42:16,19 43:6 62:3	conversations 10:7 43:25	day 24:6,13 27:13 29:6, 7,11,24 36:17 40:24,25 42:5 58:2,8 59:2,3	determination 59:7
compensated 31:3	conveys 15:15	day-to-day 26:17 51:18 53:20	determine 53:9
compete 28:2	cool 25:2	days 28:24 58:7 60:12, 13,15,20,25 61:3,7	determined 53:15
complaint 5:3 43:23 46:8	copy 6:15 7:12,13 47:17 48:14,15	deal 9:5	Detroit 4:1,13 5:3,14 21:9,10 45:12 46:8,18 51:11 59:19 61:1
complete 27:7	correct 11:9,18,23 20:11 22:21,25 23:2 30:15 39:25 64:2	dealing 17:4	died 25:11
completing 5:21 46:23	corrections 6:23 47:25	decide 12:7	difference 61:23
complicated 58:20,21	correctly 54:24 58:6	decided 5:13 46:17	differently 52:25
concern 11:13 31:6	cots 16:24	decision 63:23	difficult 53:8,9 58:1
concerned 8:17 15:13 19:10 28:22	counter-productive 16:4	decline 61:25	digging 18:13
conclude 44:21	county 5:12 46:16 53:12 62:16	declined 62:16	dip 9:4
concluded 64:17	couple 4:21 11:8 15:21 19:16 20:13 23:5 46:1 60:11	defend 6:9 19:12 47:11	direct 13:9 30:13
concluding 63:15	court 4:10 6:12 45:10 47:14 48:17 63:21	definitive 56:11	directions 57:8
conclusion 63:14	cover 35:10 54:8	demoted 59:22 61:14	directly 30:17 33:17
confirmed 5:17 46:21	COVID 51:3	demotion 60:2	director 17:6
confused 18:5	crappy 34:12	denied 14:20 59:1	disappear 36:21
consistent 5:17 46:21	crime 53:10	Dennis 4:19,24 5:25 6:18 47:2	disappeared 37:2,21
consistently 26:5	cross-reference 24:20	department 5:3,14 11:24 19:25 25:16 32:8 39:2 40:17 45:20 46:8,19 50:19 53:24 59:10,20,25 60:7 61:1	disciplinary 17:19
consumers 19:13	crystal 44:7	depending 15:6 24:4	discipline 9:22 17:4,12, 17 18:18 27:21 32:23 33:21 40:10
contact 13:18 23:8 30:3, 4	current 19:23	Deputy 4:14 45:13	disciplined 61:8
contacted 15:18 29:20	cursor 14:24 17:25 20:10	description 13:23	discretion 22:24
contained 6:9 47:12		design 8:10	discuss 6:9 47:11
contested 60:22		designed 26:24	discussed 17:24 43:6 50:15
context 63:1		desk 21:12	discussion 5:13 8:5 9:16 33:5 43:6,7,12 46:17 49:2
continue 15:11 51:3		desks 16:24	discussions 31:25
continued 62:14		detail 12:13,14,22 14:2, 18,21	dispatched 37:7
continues 34:10		detailed 13:23 14:19	dispute 6:19 47:21
contradict 52:8		details 25:25	disputes 55:24
contrary 53:17 63:7		detective 57:20 59:5	disputing 25:19
contributed 6:2 47:5			division 16:17,18 41:10 49:22 53:21
control 15:8 33:18			
conversation 17:25 41:4 42:13 57:23			

D

Index: divisions..gave

divisions 17:6
Dixon 5:25 38:19 47:3
Dixon's 38:4
document 16:23 18:23
 63:20 64:1
documentation 7:9
 9:24 28:19 48:11 62:10
documented 10:6
documenting 17:18
 28:18 38:5
dot 21:6
doubt 62:2,3,4,24
DPD 5:16 46:20
draft 4:25 5:22 6:10,20,
 24 7:8 46:5,24 47:12,22
 48:1,10 50:6 63:13
drag 51:6
drew 43:24
due 61:25
duly 7:21 48:21
duty 13:17 29:14,16
 37:16 57:15 58:9
dynamic 10:16

E

e-mail 18:21 24:15 59:9
e-mails 23:6 40:13
earlier 42:4 61:16
efficient 51:4,13
effort 56:18
employ 38:6
employee 38:14
empowered 9:18
EMS 60:7,10
end 22:23 63:9
ended 42:1

ends 13:14
energy 56:17
engage 63:19
engaged 62:5,9
entire 30:21 49:20 60:11
equivalent 60:21
evaluation 63:22
evidence 5:7 6:12,21
 7:6 46:11 47:15,24 48:8
 50:4,5 53:13,17 62:1,7,8
 63:7
evidenced 53:3
exact 63:12
examined 7:23 48:23
examples 11:6
executive 17:7
exhibits 7:14 16:20
 18:15 40:11 48:16 49:4
expand 19:18
expect 35:10 39:8,9
expected 36:25
expecting 24:15
experienced 15:3
explain 41:7 56:11
 60:20
explained 54:15
explains 62:13
explanation 10:18 23:9,
 19 39:14
explicitly 54:15
expressed 12:9
extent 54:3

F

fact 53:11 55:7 58:2,8,10
fair 26:20

Farrow 20:17 41:5,12
 43:4 44:1
favor 44:9
favored 27:14
favoritism 25:17 28:21
feel 16:3
felt 17:8 18:9 26:20
 29:17 41:20
figure 15:14 19:25 29:5
 39:3 55:13 58:4
file 4:8 45:7
fill 38:25 60:8
filled 60:16
final 8:14 18:23
finalize 7:8,10,11 48:10,
 12,13
find 20:25 42:10
finding 61:11
findings 5:22 6:9,19,23
 46:24 47:11,21,25 58:24
 61:5
fine 10:15,16 22:13 27:1
fingers 60:14
fire 5:3 11:24 13:16,24
 14:14 19:25 26:22 27:11
 31:14,18 32:5 40:17
 45:20 46:8 50:19 53:24
 59:10,25 60:7 61:1
firefighter 46:4 47:20
 59:25
fires 51:10
firmly 8:9
fix 33:11
fixed 25:13
fixing 40:8
flag 10:25
flat 59:10
flexibility 29:24

flexible 17:10
focus 54:16 55:20
focused 15:4
FOIA 34:4
folks 43:21
follow 16:13
foot-to-mouth 54:7
forefront 31:16
form 9:7 60:16,17
formal 32:8
formalized 32:6
forthcoming 54:11
 56:22
forum 6:20 47:22
forward 12:5
forwarded 25:10
found 9:20 11:4 14:11,
 12 18:13 25:13 40:13,16
 61:7
frankly 51:4 53:18
 56:10,25
fraud 5:9 8:16,17 9:11
 46:13 50:11 62:5,9 63:9
fraudulent 5:4 46:9
 62:10
fraudulently 5:23 47:1
frequently 29:2
friend 27:23,24 28:6
friends 25:20 28:4,12
 56:2,3
front 18:1 40:24 54:1,2
full-scale 14:4

G

gained 7:3 48:5
gathered 24:25
gave 22:2,22 24:12

Index: general..issue

general 4:8,12,15,17
15:2 45:7,12,14,18

generally 15:5 24:6,19
30:19 55:11

gentlemen 45:24

give 13:10 17:23 24:9
41:12 49:12 55:2,22
56:24

giving 12:11 18:22 44:9

glance 14:24

good 29:13 30:20 35:21,
22 38:8 39:14 51:5,6
52:15 56:3 63:23

government 55:10

grab 36:7

granted 10:21

graphic 13:22

Greene 4:18 38:2 45:17
52:2 61:18,22 64:8

grounds 52:7

group 30:21,23

grown 35:22

guess 39:4 40:9 42:4
43:12 49:6 60:21

guesses 56:25

guilty 40:16 61:7

guy 19:8 33:10

guys 9:20 15:4 16:23
23:18 26:4,20 28:13 33:3
44:14 64:11

H

handle 9:18 32:5 42:14

handled 17:9

happen 21:14 36:22
37:3,23 54:9

happened 9:18,25 10:2
16:24 18:19 21:14 25:11,
14 31:20 33:13 60:2

happening 19:6 51:18

happy 59:6

hard 62:12

harder 27:18

Harris 45:22 46:22 54:25

harsh 17:10 33:5

head 13:13

headquarters 20:6

hear 54:24

heard 52:6

hearing 4:7,10,23 6:7,8,
15,17 7:3,4,14 44:21
45:1,6,9 46:3 47:10,17,
19 48:5,6,15 60:22 64:17

held 4:23 42:25 46:3

hey 13:24 15:19 18:6
29:22 31:1 33:10 36:7
43:14,16

hide 54:20

higher-ups 59:9

highest 51:11

highlight 61:18

Hill-harris 5:4,18,23 6:5
15:23,25 18:14 19:2
25:17 32:13 33:16,24
42:20 44:7 45:19 46:4,9,
25 47:7,20 49:1,3,12
54:11,19 57:2,9 58:9
59:12,20 60:6,14,17,24
61:10 63:8

Hill-harris's 50:12

hold 28:2

holding 60:14

home 5:18 20:6 23:24
24:3 36:3,5 46:22

hone 15:7

honest 49:17,21 50:21
51:21 53:1,19 56:22

horrible 40:21

hour 24:13

hours 5:5,19,24 6:4
8:19,22 9:1 10:20 12:13
25:24 29:23 40:4,5,6,7
46:10,23 47:1,2,6

house 36:12,13

housekeeping 4:21
46:1

hundred 60:12

I

IA 11:14 19:14 42:17
50:21 57:13,19 58:24
59:3,5 63:4,5

IA's 50:25

idea 15:15 51:6 55:3

identified 50:7 52:11

identifying 49:25

imagine 43:17

immediately 25:24
52:10 59:23

implemented 19:24

important 49:11

impossible 40:19

impression 15:16

incident 13:19,21 14:9

included 11:5 16:20
18:15,25

including 49:4

inconsistent 51:20

incorporated 63:6

individual 33:8

inevitable 38:18

informal 32:6

information 7:1,2,9
8:13 11:18 13:10 14:25
18:23 34:4 48:3,4,11
49:13 50:22 52:8 53:13
56:23

initially 5:11 46:15

inquiry 20:25

Inspector 4:7,12,15,17
45:6,12,14,18

instances 11:3 23:22

intention 48:25

intentionally 44:8,9

interactions 30:12

interested 19:1 52:22

internal 5:16 15:12
19:12 46:20 53:7

interview 19:1,14 54:14
57:19

investigate 56:18

investigated 56:19,20

investigating 51:10

investigation 4:8 5:2,
11,14,15,16,21 11:15
13:24 14:3,4,15 15:13
26:23 35:7 42:18 46:7,
15,18,19,20,24 54:16
57:4 58:22 59:11 60:1
62:15 63:6,16

investigations 61:5

investigative 45:7
53:22 54:5 55:17 57:19

investigator 4:16 12:2
23:19 24:18 30:25 33:23
34:5 45:15

investigators 8:22 15:3
16:6 18:17 19:6,17 21:25
22:15 26:4 33:25 35:6
43:8

investigators' 24:19

involved 27:22 30:6
54:22 56:17 60:21 63:8

IP 21:3,8,9

irregularities 23:14

issue 10:5 15:16 17:5,19
18:14 21:16,20 26:19
29:18 38:9 44:6

Index: issues..multiple

issues 9:9 15:18 16:3
23:21 38:3,5 39:16 41:17
42:19 43:2

items 8:5

J

James 5:4 45:19 46:9

Jennifer 4:14 45:13

jeopardize 28:4

job 28:1,4

June 5:10 46:14

junior 41:15

K

Kamau 4:12 45:11

keen 15:6

kids 22:12 35:1,19,21,24
36:5,17

kind 13:15 18:9 19:24
21:22 24:25 27:20 32:7,
20 40:17 42:18 43:24
44:2,11 49:5,8,10 51:24
52:16,21,22 54:6,8 55:16
56:6,25 57:6 61:5,18
63:8,15

kinds 51:1 56:7 62:5

knew 28:11 32:14,24
37:4,21,23 39:6 40:1
50:16

knowledge 54:13

kosher 11:5

L

lack 6:3 18:10 47:5

late 22:12 24:22 25:8

latitude 22:22

laying 44:3

leader 49:18

leadership 49:16,17,19,
21 50:1,16 55:7 61:2

leap-frogged 41:19

learned 17:14

leave 42:3 50:20

legal 6:10 47:13

lesson 27:8

lessons 27:7

letter 39:10

level 9:19 13:5,9 33:21
34:20 40:16

levy 17:12

lieutenant 5:4,18,23 6:4
11:11 15:23,25 18:14
19:2 25:17 27:3 30:12
31:8,24 32:12 33:24
36:19 37:24 38:19 40:23
42:20 46:9,21,25 47:7
58:19 59:24

lieutenants 9:2,5 10:10
26:3,4 41:9

lieutenants' 10:9 13:6,
10

listen 25:1

location 13:21

lodged 43:23

log 20:10,11 24:16 60:10

logs 24:2,19

long 18:20

longer 58:19

looked 8:17 10:14 19:3
50:6 52:3

lost 50:25

lot 16:13 18:5 27:13
39:14 41:6 43:9 51:1
54:17 57:3,7 60:6

lower 62:11

M

Madam 48:17

made 6:19,23 12:6 18:24
20:24 32:7 34:24 36:6,10
47:21 48:1 49:6

main 11:13 13:25

make 7:6 8:1 9:21 15:7
18:19 30:20 40:23,25
48:8 55:18 63:23 64:5

makes 49:18

makeup 56:7

making 61:5

mandated 39:2,23

mandatory 12:6 37:9

manner 15:14

Marable 4:5,12,20 7:17,
24 8:7 11:16 13:4 14:23
15:10 19:11 22:19,22
23:1,4 30:8,16 31:7,12,
21 32:10 41:3 42:15
43:20 44:14,17,19,24
45:4,11,24 48:24 51:25
54:23 55:2 57:11 61:16
63:17 64:3,6,11,14,16

March 34:23

marked 7:15 48:16

match 40:4,5

matches 28:8

matter 41:1 52:25 55:12
58:8

matters 4:22 6:6 39:8
46:1 47:8

mayor 55:8

McGinnis 59:4,8

MCOLCS 59:13,14,18

meaning 32:21

means 14:16 21:11
49:17 62:7

measure 10:3

measures 17:20 38:6

meet 62:12

meeting 34:23 35:4

meetings 9:15 43:18

member 51:8 54:13

members 34:23,24 51:6
59:9 60:7

mention 18:24

mentioned 17:21 19:15
61:16

mere 11:21

method 16:4

methods 19:14 31:3

Michigan 4:1 6:12 47:14

micromanaging 9:7

midnights 41:23

mildest 53:2

mildly 57:3

minute 25:11

Miranda 54:14

missing 61:3

Mm-hmm 55:1

Monitor 34:12

monster 57:7

month 39:22

monthly 9:15 43:18

months 27:4

morning 20:23 26:6
44:20

morphed 30:9

mother's 36:12,13

motivation 54:24 55:3
56:10 61:4

multi 56:17

multiple 15:17 18:17

Index: names..portion

19:6 33:25 40:12	offense 11:12 27:23	47:6	permanent 41:16
	office 4:7 5:12 16:22,25 30:21 34:16 37:8 43:13 45:6,17 46:16 53:12 55:25 59:1 61:24	overworked 51:14	permission 10:19 12:8
N		P	
names 50:2	officer 26:16	P's 55:16	person 9:20 12:15 13:13,15,25 19:8 20:25 22:5 23:16 26:21 27:16 29:21 31:16 33:1 34:2,6 37:24 38:19 40:24 53:25 54:4 59:16 60:1
nature 16:18 22:13 24:4	official 53:23	p.m. 45:2 64:17	personal 15:23
navigate 20:1	officially 31:25 51:17	paper 17:13	personally 14:13
necessarily 49:23 57:5 59:4	officials 17:5	paragraph 8:15	personnel 19:14
needed 9:22,24 25:23 26:15 29:4 31:6 56:21	oftentimes 10:1 17:8 25:23 39:25	part 6:23 11:21,22 28:20 42:13,16 47:25 50:12 59:22	perspective 62:1
neglecting 6:1 47:4	OIG 4:18,24 5:2,7,11,13, 22 6:8 7:4 45:7,16 46:5, 7,11,15,17 47:10 48:6	parties 7:9 47:18 48:12	pertaining 7:1 48:3
network 21:9,10	OIG's 6:14,20,23 46:24 47:16,22,25	pass 13:2	pervaded 44:11
newer 15:5	older 15:2	passed 11:25 13:11 14:25	phone 14:7 20:3 30:5 36:23 37:6,10,13,17
news 56:16	one-day 61:8	past 28:20 35:1 36:1,2 38:3	phones 37:8
nice 61:12	opened 5:2 46:7	pattern 5:8,17 17:13 18:16 19:16,19 22:3 46:12,21	physically 14:8 20:24
night 41:24	openly 43:10	pay 8:23 40:7	pick 21:3 22:12 36:11
nipped 56:14	operate 62:2	payment 5:5 46:10	picture 16:5
non-acceptable 34:21	operated 8:11	payroll 19:21,22 21:17 38:10,23 39:7,19	piece 31:11,14,18
normal 19:4 25:2,3	operating 49:22 51:18	people 8:25 13:22,23 20:19 21:23 24:11,12 26:2,5 27:13 28:20 29:19 40:14 44:13 51:19,21 52:23 53:8,19 54:10,22 55:6,8,12 56:4,6 60:23	place 9:13 30:24 35:8 55:14 63:23
notable 42:9	operation 26:18 53:24	people's 21:3 61:4	plans 27:8
noted 52:18	operations 53:20	perceived 42:24 44:5 51:24 53:7	play 30:17
noticed 19:15 23:23 52:2,10	opinion 16:7	perception 44:5,11	point 9:10 11:13 13:1 19:3 22:19 25:7 30:20 35:23 38:8 41:11 56:13 61:4
noticing 21:13,20 24:20	opinions 59:24	perfectly 36:10	pointed 55:18 58:6
notified 22:2 63:24	opportunity 6:19 31:8 47:21	perform 39:9	points 11:13 22:15
number 4:8 45:7	opted 29:21	performance 38:4,7,13 40:20	police 5:14 27:4 46:18 54:18 59:17,19
numbers 14:10	option 12:11	period 8:23 10:10 27:3, 5,13 40:7 52:22 55:15	policies 16:14 51:2
	order 63:24		policy 22:20,22 23:1,4,6 51:6
O	outline 6:7 47:9		poof 36:21
	outlined 40:12		portion 11:15
objective 56:12	overstated 5:23 47:1		
observed 18:16	overtime 6:4 8:18,23 10:22 12:3,7,20 14:20 23:15 26:10,14 29:22		
obtained 60:23,25			
occasion 9:7 21:14			
occurred 29:16			
October 4:2,6 5:1 45:5 46:6			

Index: position..remember

position 8:3 19:11 28:1 40:23 41:22	promoted 32:2 38:15,20 40:25 41:1	Q	reasonable 62:2,3,4,24
positions 41:2 60:9	promotional 38:11	Q's 55:16	reasons 56:8
post 30:22	prompted 42:10	qualified 26:21 27:15,17	recall 22:7 29:19 30:3 34:23 58:6
practices 52:10	proof 62:20	quality 15:8	recalls 29:12
precise 58:5	property 15:24	question 11:17 31:12 49:16 51:16 56:23 57:22 58:21 60:3	receive 5:5 46:10 64:6
premised 63:4	prosecutor 61:17,19 62:13,16,23	questionable 8:18	received 52:9 53:6 56:22
prepared 50:1 54:4	prosecutor's 5:12 46:16 53:12 58:25 59:1,7 61:24	questionable/ unsupported 5:8 46:12	receiving 5:2 46:7
preponderance 62:6	prove 62:23,25	questioned 54:4,5	recommended 27:21
present 6:8,21 47:11,23	provide 6:18 8:13 23:9 47:20 57:25	questions 7:1,15 15:21, 22 37:1,16,20 48:3,17 49:19 51:25 53:23 55:18, 20 58:23	reconsider 63:11
presentation 8:1	provided 4:25 7:6,13 46:5 48:8 49:3 50:10 53:4 61:1 63:20	R	reconvened 45:2
presented 4:21 6:25 8:5 26:24 45:25 48:2	providing 6:20 47:22	radio 37:6,12,19	record 4:22 46:2 49:2,6 57:6
pretty 40:18	public 20:5 28:10	radios 37:7,9	recorded 57:20
previously 6:15 47:18	publicly 50:15	raised 42:16	recording 57:21
prior 18:1 19:20 32:1 38:10	published 7:12 48:14	Rance 5:25 47:3	records 5:5 46:10 60:25
privy 50:9	pull 20:3 32:15,17	randomly 21:5,17	rectified 25:12
probable 53:9	pulled 28:9	ranks 41:8	reduced 27:23
probationary 27:2	pulling 41:23	rate 51:11	refer 5:13 46:18
problem 17:3 25:12 43:15,16,17 52:11,13,15, 18	punching 21:11	rational 56:12	reference 23:6
problems 43:2 49:25 59:23	purpose 6:7,17 12:9 17:2 35:17 47:9,19	re-evaluate 63:13	referred 5:11 46:15
procedural 6:6 47:8	purposes 45:23	reach 37:14,15,18 58:11	referring 35:23
procedures 51:2	pursue 17:19	reached 37:11	regard 11:12 22:20 27:17
proceed 48:24	push 55:20	read 49:9	regimen 27:6
proceeding 6:11,13 47:13,15	push-back 42:1	ready 17:22 18:8	regular 23:21 24:5 37:22 41:25
process 8:9 10:25 11:18 16:4 63:18	put 9:13 17:11 18:1 23:10 24:21,22 32:16 35:8,15 39:23 40:5 43:17 51:17	real 60:4	regularly 8:23 34:17
produce 35:11	putting 53:2 57:2	reality 61:6,13	related 62:10
professionals' 56:17		realized 20:14	relates 58:21
program 26:24 27:2 31:14,19 32:9		reason 14:5 22:2 37:19 40:3 42:15,23 53:21 55:19 61:13	relationship 15:23 32:12 42:24 44:6 56:5,6, 9
progressive 17:17			released 58:24
			relied 16:6
			remember 35:5 63:11

Index: remote...spoke

remote 51:1 52:21	reversal 6:22 47:24	schedule 29:7	silent 28:13
remotely 50:13 52:5 58:5	review 7:5,7 11:22 16:16 24:16 48:7,10 62:8,15,21	scheduling 60:10	similar 53:13
removed 26:17 59:21	reviewed 5:7 46:11 53:6,12,14	scrutiny 13:8,9	singled 54:25 57:2,9
repeatedly 21:15	reviews 9:15	section 12:21	sir 48:24
replace 40:9	revolved 39:16	seek 7:8 48:10	site 52:7
report 4:25 5:1 6:10,20, 24 7:8,10,11 19:12 24:9 34:5,7,13 46:5,6 47:12, 22 48:1,10,12,13 50:7,25 57:13 63:5	rewrite 34:7	send 12:18,25 26:7 34:4	sites 57:14
reported 5:19 6:3,4 46:23 47:6	Richardson 4:19,24 5:25 6:18 7:16,24 8:2,8 11:23 13:12 15:2,12 19:20 22:21,25 23:2,5 24:1 25:19 29:3 30:15,19 31:10,13,23 32:20 35:3, 21 36:3,16 38:8 41:11 42:25 44:18 47:2	sending 38:21	situation 49:11,15,20 52:20
reporter 4:11 45:10 48:17 53:22 54:5 55:17 63:22	rid 40:19	senior 41:13,14,21	situations 62:22
reports 9:14 13:9 34:3, 12,14	risk 37:5	seniority 38:12 40:21	sleeping 16:23
represent 45:22	Robert 45:21	September 4:25 46:5	slide 28:16
representing 51:7	rogue 19:8	sergeant 15:18 23:12 40:22 57:20,24	slighted 41:20
request 4:23 34:4 46:3	role 30:17 32:1 39:6	setting 6:14 13:16 47:16	slip 10:22 12:15,18 13:1, 20 14:14,20
requesting 63:10	roll 11:19	shaped 19:24	slips 12:4
required 13:17 32:23	room 28:9	shared 57:21	sloppy 32:24 33:2
respectfully 63:10	rooted 61:6,13	sheet 10:8,9	so-and-so 37:14,18
responded 26:9	rubber 12:4	sheets 10:10,11 18:1,2 20:11	sole 6:17 26:18 47:19
response 4:24 7:2,13 8:6,14 9:9 11:7 16:9,19 18:16 26:8 38:3 46:4 48:4,14 49:3 54:6,7 57:16	rule 25:22	shift 13:14 20:19,20 21:24 22:8 24:9,10,13,14 29:15 41:17,24,25 42:3	solely 16:7
responses 11:7	rules 4:9 6:7,12,13,15 17:9 35:8,9 45:9 47:9,14, 16,17	shifts 24:15	someplace 13:16 37:11
responsibilities 6:2 47:4 51:15	run 20:15	short 18:20 56:23 58:23	son 35:23 36:11
responsibility 9:21	running 22:12 50:18	short-staffed 8:24	spanned 19:16
responsible 16:17	S	shorting 28:8	sparks 37:19
rest 26:3	safe 14:5	show 7:25 17:16 36:25 57:14 58:14	speak 19:13
retiring 38:17	safeguards 9:13	showcasing 17:13	speaking 38:5 58:17
retrained 39:24	safety 20:5	showed 21:3 58:15 61:2	speaks 53:16
retraining 39:20	save 26:14	showing 25:17	special 12:14 14:2 25:25
	scene 13:24 14:14 22:8 27:12	side 32:15,18	specific 50:7 58:1,7 60:25
		sign 12:18 20:2,4 21:4,8 22:9 23:7,17,19 25:8	specifically 26:23 31:15 35:4,8 39:17 57:23 58:7
		sign-off 11:21	specifics 49:25
		signed 13:2 21:6	speculate 53:5 55:2
		signing 21:18,19,25 22:16 23:23 40:3	speculating 55:5
			spoke 23:1,12 24:22 30:11

Index: sponsor...today's

sponsor 59:20	Street 13:25 14:15	39:20 43:1 56:3	terms 44:4 49:7 55:24 56:8 57:25 58:16
sponsors 59:16	strength 53:17	supervisory 6:2 9:9 41:8 47:4	testified 7:23 48:23
sporadic 24:25	strictly 19:2 38:12 40:20	supplemental 50:4	testimonies 45:25
spot 38:25	structure 14:5 16:17	support 6:22 47:24	testimony 4:20 7:5 48:7 52:9
spurred 58:23	structured 9:2,6 10:17	supposed 9:14 12:19 23:8 24:11 25:4,10 30:3 39:12 41:22 43:2 57:15 58:9,14	tests 27:7
stacking 50:14	struggle 27:25	suspension 61:8	text 26:8 30:21
staff 6:25 48:2	struggling 60:8	swear 7:17 48:18	thing 17:14 23:10 25:2,3 37:17 44:3 49:6 50:23,24 52:2 54:21 62:25
stamped 12:5	stuff 8:4 15:5 20:15 24:21 25:23 27:8 38:24 43:3,4,9	switch 28:24 29:7,11,23	things 8:4,8,19,20,24 11:4,25 14:13 16:10,14, 18 17:1,9,11,18 18:4 20:11,16 21:1 22:10 25:24 27:25 28:16 30:11 31:15 32:4 34:1 38:22 39:25 40:4 42:9 50:8,15 51:12 52:18 53:3 55:22, 25 56:7 57:3 60:2 62:11
stand 35:16	subject 18:9 40:10	switched 18:6 19:21 29:6	thinking 17:23
standard 39:10 43:1 61:18,19 62:2,3,6,13	submissions 5:9 8:19 10:8,9 46:13	sworn 7:21 48:21	thought 25:12 27:14 40:2 41:21
standards 62:20 63:2	submit 9:14 12:3 27:8	syllabus 27:9	threshold 62:12
stands 8:21	submitted 5:4 10:21 24:2 46:9 62:10	system 19:21,22 38:11 40:9	Thursday 26:12
start 7:25 24:13 28:18	submitting 10:12	T	tightly 28:2,3
started 17:17 20:20 21:13,20 23:13 24:14,20 38:20 57:4	substandard 34:6	taking 34:19 43:14 59:12	time 5:5,8,9 8:15,16 9:10,11 10:8,9,10,11 11:8 12:3 16:1,3 17:25 18:2 20:4,11 21:2 23:25 29:23 32:4 34:13,17,18 36:23 38:23 39:21 40:22 41:16 44:20,21 46:10,12, 13 52:23 56:17 58:3 62:5,9,11
starts 22:9	suffice 49:4	talk 18:8 33:9,17 34:18 42:5,7 54:18 57:24	times 22:6 33:6 34:25 36:7 39:15 40:12 60:11
state 8:9 20:6 59:18	sufficiency 13:6	talked 15:19,20 20:18 28:17 33:16 35:5 42:2	Tiye 4:18 45:17
stated 5:1 20:17 25:16 32:13 41:6,7 42:16,19 46:6 52:4 57:13	sufficient 13:1 14:1,10, 21	talking 16:6 18:12 20:13 33:7,14 34:10,11 39:17 41:8 42:22 43:3 64:1	today 4:5 6:25 7:4,6,15 8:21 24:11 26:12,13 45:4 48:2,6,8,16 63:21
statement 25:15	suggest 5:9 46:13 63:7	task 26:18 31:4 38:23 51:9	today's 4:10 7:14 45:9, 22 48:15
statements 49:5 58:13 63:21	summarily 36:17	tasks 24:5 51:15	
states 51:12	summary 49:9 52:3,15	team 29:18	
stating 10:22	supervising 30:17	telling 12:12	
stay 32:9 55:9,14	supervision-wise 16:21	tentacles 57:7	
stayed 35:1,18,24 36:3, 5,17	supervisor 9:18 10:6, 22,23 12:2,11,16 13:2,18 15:7,9 21:2 22:2,17 23:8 24:23 25:5,9 29:15,16,24 31:2 33:10,12,14,15,18 34:11 36:20 37:4,23,25 38:21 39:3 43:11	term 8:18 18:10	
stellar 38:13	supervisor's 22:23	terminated 18:22 27:22	
step 12:5 39:1 42:12	supervisors 9:3,13 11:4,8 14:11,12 17:1 18:18 19:6,17 20:14,16 23:17 24:9 25:1 29:13	termination 12:14	
stepped 27:16			
steps 11:9,10			
stick 35:14,16			
sticking 34:25			
story 18:20			

Index: told..youth

told 18:2 40:12 42:3,14
52:18 55:23

tomorrow 26:13

top 13:13 50:18

totally 52:19 63:2

trail 17:13

train 40:8

trained 34:8 39:7

training 20:10 26:15,16,
19,22,23,24 27:2,10,12
31:11,14,18 33:3 38:22
39:1,16,21

transcribed 4:10 45:10

transcript 7:13 48:15

transitioned 20:9

transpired 55:23

transpiring 50:12

trouble 51:19

troubles 38:4

true 52:17 56:8 58:15

trust 38:7

truth 7:21,22 48:21,22
52:25

truthful 49:17

Tuesday 4:2,5 45:4

turns 56:18

type 9:23 10:3 58:13
60:22

types 43:8

U

ultimately 50:19

Ultipro 19:22,23 21:2
38:22 39:20

unappealable 61:9

underneath 26:2

understand 13:7 25:5,6

44:10,12 61:24 62:19,21
63:2

understanding 44:4
59:15 60:5 61:23

understands 56:1

understood 62:3

unfair 51:20

unfairness 44:6

uniform 32:25 33:2,4,11
34:2

unilaterally 24:24

union 17:5 27:22 42:2,
12 60:20

unit 8:10,17 9:2,6,10
10:16 16:12 17:6,7 49:22
50:15,18 51:9 56:3 59:5,
21,22

unofficially 32:2

unreasonable 57:1

unusual 8:20

utilized 17:16

V

values 55:15

varied 14:12

variety 8:24

vary 12:22

verbal 17:2

verbally 16:10

versus 61:18

violating 28:5

voice 43:10

voluntarily 54:14

volunteer 8:25

volunteered 30:2

volunteers 27:16

W

walked 16:22

walking 16:25

wanted 19:1 28:24 31:4
32:9 40:5 50:23 54:19
61:17 64:4

warrant 59:2

Wayne 5:12 46:16 62:16

WCPO 5:13 46:17

wearing 33:1

Wednesday 26:12

week 21:7,18

weekends 36:6

weekly 27:9

whole-heartedly 22:14

wide 8:24

widespread 50:14 52:5,
12 60:5

witnesses 57:12

word 61:12

words 63:12

work 5:6,20 9:1 10:21
12:7,12,19 13:7 20:3,5,
18,23 22:1,4,5,17 23:25
24:3,5,7,11 25:4,5 26:13
27:24 29:15 31:9 32:24
34:2,17,18 35:2,19 36:9,
14,18,21 38:14 41:24
42:7 46:11,23 50:14
52:21 53:21 60:7 62:19

worked 5:24 8:19 10:20
30:6 47:1 60:11,24 62:11

working 13:14 50:13
51:1 52:5 60:18 61:2

works 21:23

worse 50:13

write 39:10

writing 16:11,13 17:2,

11,21 34:11 35:11,15
43:18 51:17

written 7:2,12 8:5,14 9:8
11:7 16:9,19 18:16 23:9
25:15 38:2 48:4,14 49:3,
9 52:3 63:14,20

wrong 16:21

wrote 34:5

Y

year 16:16 21:17 27:3

years 18:1 20:8,13 35:25
58:1

yell 32:15,18

youth 31:14,18 32:5



October 21, 2025

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RESPONSE DISPUTING FINDINGS OF DRAFT REPORT
re: OIG Draft Report for Case No. 22-0016-INV

Mr. Inspector General:

Firefighter James Hill-Harris, through counsel, Burton-Harris Law, PLC, submits this response disputing the proposed findings in your September 9, 2025 draft report in OIG File No. 22-0016-INV. The draft's conclusion – that Mr. Hill-Harris “fraudulently overstated his hours worked” – is based on a demonstrably false premise and on an incomplete record.

Although Mr. Hill-Harris has not received or reviewed all the documents in support of your findings, it's clear that your conclusions rely on an investigation done by the Detroit Police Department Internal Affairs Division (“IA”). There, IA opined that Mr. Hill-Harris was “either at home or out of the city during his working hours potentially in excess of 150 hours from the time period of 2022-2023.” But that conclusion rests on the incorrect assumption that investigative work (e.g., report drafting) performed outside city limits cannot constitute legitimate investigative activity. A cursory review of the documented directives of Arson Division leadership, IA's own



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investigative report, and the regular operations of the Arson Division demonstrate that working remotely was a known, accepted, and common practice within the division. For example:

1. **April 27, 2021 Email from Chief Dennis Richardson**: Chief Richardson issued a comprehensive directive changing how the Auto Theft Prevention Authority (ATPA) grant was administered within the Arson Division. Specifically, he directed investigators to document work based on daily investigative activity rather than fixed shifts, to offset ATPA work performed during regular shift hours, and to report ATPA activity including when it occurred outside normal shift hours. He also confirmed that remote work became standard practice. Those practices continued for several years after COVID. It's unknown whether you've received a copy of the e-mail, attached as **Exhibit A**.
2. **July 18, 2024 Supplemental Letter from Chief Richardson to IA**: Chief Richardson confirmed that remote work was widespread, known to leadership, and tacitly approved. Working remotely was so prevalent that additional policies and reporting requirements were implemented. It's also unknown whether you've received a copy of this letter, attached as **Exhibit B**.
3. **November 27, 2024 IA Report**: The IA report confirms that supervisors routinely adjusted time records, investigators worked remotely, and performance was measured by activity logs and results rather than physical presence at an office. Additionally, Mr. Hill-Harris provided supplemental information IA could use to verify his claims. The IA report notes widespread supervisory approval and a lack of any prohibition on remote work. The IA report including Mr. Hill-Harris's supplement is attached as **Exhibit C**.

Remote work and results-oriented supervision were an accepted and necessary reality due to multiple years of chronic staffing shortages. This was not an attempt to defraud or an exercise of gamesmanship by members of the Arson Division, especially members like Mr. Hill-Harris who were oftentimes overworked with multiple full-time responsibilities (e.g., supervising the Youth Fire Safety Program,



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training new division members, etc...). This was simply how the division operated for years.

We respectfully request that the Office of Inspector General reevaluate the conclusions in the draft report. Considering the directives of division leadership, the widespread supervisory approval of remote work, and the absence of any clear prohibition of the same, a finding that Mr. Hill-Harris engaged in fraud lacks merit and evidentiary support. Finalizing your draft report without additional investigative steps to confirm the *actual* day-to-day operations of the Arson Division risks mischaracterizing supervisor-approved operational norms or systemic practices as personal wrongdoing, which never occurred.

Respectfully,

/s/ Robert Burton-Harris

Robert Burton-Harris (P81843)

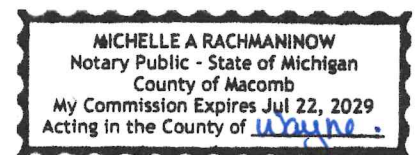
/s/ James Hill-Harris

Respondent

Affidavit of James Hill-Harris

State of Michigan

County of Wayne



I, James Hill-Harris, affirm under oath that the factual statements made above in the response to the OIG Draft Report for Case No. 22-0016-INV are true to the best of my knowledge.

Signature: 

Printed Name: James Hill-Harris

Date: 10/21/2025

Subscribed before me on the 21st day of October,
Signature 
Printed Name Michelle A. Rachmaninow
Notary public, State of Michigan, County of Macomb
My commission expires 7/22/2029.



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AFFIDAVIT (SWORN STATEMENT)

Date: October 14, 2025

My legal name is Dennis Richardson ("Affiant") and acknowledge I am:

- Age: 54
- Address: 28676 Newport Drive
- Residency: Warren, MI

Being duly sworn, hereby swear under oath that:

I have authored this written response to the Office Of Inspector General in response to OIG file 22-0016-INV draft report.

Under penalty of perjury, I hereby declare and affirm that the above-mentioned statement is, to the best of my knowledge, true and correct.

Affiant's Signature: [Signature] Date: 10/15/25

NOTARY ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of MICHIGAN
County of WAYNE

On OCTOBER 16, 2025 before me, JON R BOZICH, personally appeared DENNIS RICHARDSON who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that they executed the same in their authorized capacity, and that by their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of MICHIGAN that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature [Signature] (Seal)



JON R BOZICH
Notary Public, State of Michigan
County of Macomb
My Commission Expires 04-13-2031
Acting in the County of WAYNE

Kamau C Marable
Inspector General
City of Detroit

Inspector General,

I would like to take this opportunity to address the findings in the draft report regarding OIG file #22-0016-INV, where it was concluded that Lt. James Hill-Harris of the Detroit Fire Department was found to have committed time fraud. Also in the draft report it was concluded that Captain Rance Dixon improperly managed time keeping and that I improperly approved Lt. Hill-Harris' time submissions without proper documentation. I was only made aware that this investigation also included actions or decisions that I was believed to have made during the time frame of this investigation, upon receipt of the report draft. I was not given an opportunity to respond to actions taken by myself as it relates to knowledge or approving time submissions as I was told the focus of the investigation was on Lt. Hill-Harris and not myself. Therefore I wish to offer more detailed information - in context - as to the investigation and conclusion reached by DPD Internal affairs and the OIG office.

In order to address the findings of this investigation I need to provide background information which I hope will give a better insight into this situation. This information serves as the foundation on which I make my assertions later in this document.

BACKGROUND

Organizational Structure of the Detroit Fire Investigation Division

The organizational structure of the Detroit Fire Investigation Division consists of: 1 Chief, 3 Captains, and 12 Lieutenants. This structure has been in effect prior to my appointment as Chief and remains in place. As you can see in **EXHIBIT 1** General Operations (Policy 100.1), which outlines the responsibilities of the Chief (Division Head), Captains (supervisors), Lieutenants (Investigators). The division head is to oversee the actions of supervisors and supervisors are to oversee the actions of investigators. This is the standard in the Detroit Fire Department where the chain of command is standard and generally required to be adhered to. In my division, groups of investigators are assigned under one supervisor. That supervisor is responsible for the work performance, attendance, overtime reports, discipline, etc. for the investigators assigned to them. They are also responsible for identifying and correcting any issues in the office (**EXHIBIT 1 pg. 2**). The spirit behind this policy was that supervisors were to be directly responsible for their team of investigators and were empowered to correct any issues that required their attention. If those issues could not be resolved at their level it was then to be brought to the attention of the division head. During the time of this investigation the supervisors were Captain Winston Farrow, Captain Omar Davidson, and Captain Rance Dixon. As of Nov 2023 Captain Winston Farrow retired and Captain Matthew Crouch took his place. The Detroit Fire Department does not offer training for prospective supervisors as it relates to the role of supervision and our Collective Bargaining Agreement does not require it. However,

once I was appointed Chief, I instituted a training program as best I could to prepare upcoming supervisors for the role. Captain Rance Dixon was the first supervisor to undergo this training. The courses were put on by the City of Detroit as Management/Supervisor training program. These courses included training on dealing with troubled employees, unions, payroll and payroll submissions etc.

I have been a member of the Detroit Fire Investigation Division (Formerly known as Arson) since 2003. When I was assigned to this division there were no policies or guidelines to govern the activities of this unit outside of the general fire department policies which were over 15 years old. I became a Captain in this unit in 2016 and began to offer policies for this division to operate under and the chief of the division at that time allowed me the latitude to run the division under these policies. There was tremendous pushback against the policy implementation because it restricted the activities of all the members in the division and drew clear lines of responsibility. This was all in an effort to create accountability where there was none. Since 2017 as a supervisor in this division I have scheduled regular division meetings which are held on every 2nd Thursday of the month. These meetings are for all members and used to relay information, orders, etc to the entire division. It is also used to allow any member to speak openly about issues within the division. I also implemented an evaluation process. These evaluations were to be done bi-annually by supervisors for the investigators under their command. Although this was not allowed to be punitive or a part of their employment record per our CBA, it was to be used to highlight issues with individuals or issues that affected the division as a whole. Those evaluations were conducted and the results forwarded to me. In reviewing **EXHIBIT 1** you will see portions of the policy highlighted. The highlighted portions indicate changes made from the previous years' policy. These changes were often made as a result of issues I discovered with supervision or through feedback from monthly meetings and bi-annual evaluations.

General Operation in the Fire Investigation Division

At the beginning of each shift a supervisor or acting supervisor is supposed to account for the scheduled manpower, evaluate fire incidents and then assign members to teams and issue their assignments. Investigator tasks are wide ranging. Although they are primarily tasked with investigating fire scenes, their duties also include interviewing witnesses and taking statements, picking up witnesses, gathering video evidence, following up with other police agencies - just to name a few. At times these tasks could take them anywhere in the state of Michigan and on occasion outside of the state.

The Fire Investigation Division is mandated to be a twenty four hour division meaning there is to be someone on duty twenty four hours a day, seven days a week. Shifts for supervisors and investigators are now 10 hours but up until 2023 supervisors had the option of working an 8 or 10 hour shift. Division heads are strictly an eight hour Mon-Fri shift (salary). We have had many issues with turnovers (retirements, manpower cuts to the division, etc). When these issues occurred overtime was used to fill vacancies so that manpower could reach its absolute minimum for that day.

Special Details, Overtime Opportunities, and the Training Officer

As Chief of the Fire Investigation Division I have had to address manpower shortages, training needs, budgetary constraints and other issues. As stated earlier the division is tasked

with running 24 hours a day seven days a week. Challenges with special activities such as the youth firesetter program, addressing assessments, recall team assignments, etc. were considered special details. When there was a need for something to be done in association with these details volunteers were sought among investigators. Activities were completed on an overtime basis meaning anyone conducting these tasks were off duty or they were to be done once they were off duty on overtime. Consistently the same investigators volunteered for these details and others refused to take part in anything outside of their normal work hours. The investigators that would volunteer completed specific tasks at any time they could complete them. Overtime slips were submitted and reviewed by a supervisor and once approved it was forwarded to me for final approval. In between 2020 and 2023 modifications to volunteers' work schedules were allowed in an effort to reduce overtime costs which were skyrocketing. For example, someone who was on a recall team and activated hours before their shift would be allowed to continue working until they fulfilled their ten hours and then allowed to go home. Another example is if a special detail or manpower request would be 10 hours, a volunteer was allowed to switch an off day for a work day so that their off day was then counted as a work day.

Another need for the division was to have a consistent training officer. The training officer was tasked with developing a training curriculum for new investigators and training them. The training process usually lasted approx four months. The training officer was taken out of a rotating schedule and placed on a Monday-Thursday or Monday - Friday schedule. Their sole responsibility was training and they were not required to investigate fire scenes on regular duty. Some investigators viewed these methods as giving preference to those that volunteered and believed the training officer should be a responsibility that only the most senior investigators should only be allowed to take on that task.

Opportunities to work overtime are abundant as long as the funding is available. Overtime was granted for things such as conducting polygraph interviews, locating witnesses, interviewing witnesses, locating suspects, arresting suspects and arrest operations, typing and processing arrest warrants, reviewing video surveillance, conducting surveillance and participating in surveillance operations, manpower, writing origin and cause reports when a report or reports were needed immediately, among other things. It was not uncommon for an investigator to accumulate 40 or more hours of overtime in one pay period. As I mentioned earlier, there were a group of investigators who consistently volunteered for any of those duties which were required. Those investigators would almost always have an above average amount of overtime hours per pay period.

UltiPro and the Payroll System

The current payroll system used by the Detroit Fire Department is UltiPro. It has been in use since December 2019. Once DFD transitioned to this system, it was soon discovered that there were changes that needed to be made which were unique to every division. For example, DFD members assigned to the Firefighting and EMS divisions were required to sign in at a work computer only. However, members of the department outside of those divisions were allowed to sign in via their phones or any other computer at any location. As of June of 2024 all hourly members of the Detroit Fire Department now have swipe cards to sign in and out. Initially, there were only 24 hour shifts and 8 hour shifts provided.. Any time submission entered outside of those two shift patterns resulted in automatically triggering overtime. This impacted my division

as most of our members work a 10 hour shift. New shifts in Ultipro had to be created to address this issue but they were still problematic. Our schedules consist of 80 hours in a pay period. Supervisors and Investigators can work any combination of days (schedule changes were often made to address manpower issues, and at a supervisor's discretion), however in Ultipro our shift patterns consisted of a static Monday-Thursday or Thursday – Sunday shift pattern. We often had to send emails to Ultipro to correct the days worked for a pay period. Currently this issue has not been resolved. Also, built into Ultipro was the ability to create proxies. Proxies are people who can essentially assume a division head's identity so that his/her permissions could extend to them. The designation of a proxy was made by the division head and that person can then make changes to schedules, time submissions, approve or disapprove overtime, etc but they cannot make changes for themselves. When DFD transitioned to this system I became the proxy for the then Chief and once I was appointed Chief, Captain Rance Dixon became my proxy and in 2023 all supervisors in the Fire Investigation Division are proxies. It was the responsibility for supervisors to complete and approve the payroll for investigators and it was my responsibility to approve the payroll for supervisors.

Detroit Police Department Internal Affairs Investigation

Sgt Kenneth Butler of Internal Affairs was in charge of investigating this case. I was initially contacted by Sgt. Butler in January of 2024 via email titled "Garrity Interview" and it was at that time that he informed me that a member of my unit was being investigated for time fraud and he asked if I could come down to his office. During this interview I was made aware that he had conducted several interviews with investigators in my division prior to speaking with me. He produced emails I had authored to my division and made mention of policies I had sent via email to my division as well. He had not spoken with any supervisors. During the interview he asked questions on multiple things spanning the past seven to eight years involving Lt. Hill-Harris. Some of the questions were not concise or did not seem to have any connection with the purpose of investigating time fraud which caught me off guard. There were times when I tried to offer additional information in order to make sure I answered the question in the proper context but I was not given the opportunity to explain in detail. For example, he would ask questions regarding Lt. Hill-Harris's work on regular work hours and then ask about activities done on overtime that were not done in my division. I tried to tell him that activities on a normal work day and activities on overtime may have been drastically different. The details of the activity should have been noted on the overtime slip or in the activity log –IF one was required – and would have been reviewed by a supervisor and not by me. He furnished payroll records from 2021, 2022 and I believe some from 2023 and accused me of approving Lt. Hill-Harris's timesheets. Some of these timesheets showed the schedule entries made for Lt. Hill-Harris as being entered by myself which I did for the entire unit. However, the approval for the specific hours worked were by myself, Captain Dixon, Captain Davidson, and I believe Captain Farrow. I had to inform him that unless a captain wasn't available when payroll had to be submitted, I do not approve the time of investigators as that is a captain's responsibility and I only approve the timesheets of captains as those timesheets indicated. There were rare exceptions to the rule and that was for overtime worked outside of my division – usually for EMS or overtime worked under a grant and those instances should have been noted in Ultipro. He did not know who Lt. Hill-Harris's immediate supervisor was and I had to tell him there are 3 Captains in the division

and I named them. He then asked who was Lt. Hill-Harris's current supervisor which was Captain Omar Davidson. However in the past years Capt. Dixon was also his supervisor. During my interview I openly stated that there was an internal issue with supervisors and the lack of supervision. I stated that I have been addressing these issues for quite a while. He did not make any inquiry as to the nature of the issues or specifics of what measures I had taken to address these issues and did not seem concerned after I mentioned it several times. Near the end of the interview he made the statement "We were looking at you also". He accused me of allowing Lt. Hill-Harris to submit false time records and mentioned that when other investigators mentioned it their concerns were ignored because Lt. Hill-Harris and I were friends. To my knowledge he was to schedule a time to conduct an interview with Capt. Dixon and several other investigators. I have not heard from him since except to provide email addresses of two other investigators. After the interview with Sgt Butler, I spoke with several investigators regarding their ability to work remotely. It became apparent that several of them were allowed to do so. Many of them were allowed to do work during work hours (regular time) from home for various reasons and they got permission from a supervisor on duty. It was also clear that many investigators were signing in and out from home or a location other than their work location. In July of 2024 (**EXHIBIT 2**) I authored an email to Sgt Butler with more clarifying and detailed information on a few of the questions that were asked of me based on what I had now discovered. I wasn't sure what stage the investigation was in but I wanted to provide additional information as part of the investigation record. Sgt Butler did not respond to the email.

I was given a copy of the Internal Affairs investigation findings in December 2024 via Detroit Fire Department Commissioner Charles Simms. Sgt Butler relied heavily on cell phone tracking data, building entry/exit swipes, and statements made by other investigators as to the activities of Lt. Hill-Harris during their time in the Fire Investigation Division. He only interviewed Capt. Dixon but did not interview Capt Davidson or Capt. Farrow who were the supervisors during the years of 2021-2023 and who could offer additional insight. In this report he states that during Capt. Dixon's interview Captain Dixon stated "if the time did not match he would manually make the change on record". (**EXHIBIT 7 pg 12 paragraph 4**) He also concluded that I was responsible for approving Lt Hill-Harris timesheets although I told him that was not my responsibility. Also included in his report was the statement that there were complaints of Lt. Hill-Harris's activities were made to Commissioner Simms by one investigator specifically but he felt that the Commissioner merely offered him "lip service" and did not take any action. The statement I submitted via email in July of 2024 was not referenced or mentioned.

Issues Involving Supervision

Before this investigation was announced I discovered issues that indicated that supervisors either were ignorant of policies and orders or knowingly refused to enforce them. As I mentioned during my interview with Sgt Butler, I had been attempting to correct these issues for some time. I have provided numerous emails illustrating this point (**EXHIBIT 3**). I attempted to discipline Capt. Farrow on at least three occasions between 2021 and 2023. Issues with Capt Farrow ranged from not being present during his shift, coming into work late or leaving work and not returning, failing to supervise the members on his shift, and falsifying documents regarding a vehicle accident. On every occasion union representation intervened and the matter was addressed by the Fire Department Administration which was on the commissioner level and he

suffered no repercussions for his actions. On the final attempt he was found guilty but he was allowed to run out his time until his retirement date avoiding any penalty.

The most common issues with all supervisors was documenting schedule changes properly and ensuring that investigators who were on duty were to sign in and out. If this could not be done at the start or end of their shift there was to be an explanation sent via email to the supervisor on duty. Repeatedly I observed a supervisor had changed an investigator's schedule in UltipPro but the posted schedule did not reflect the change or vice versa. Capt Dixon was observed frequently signing several members in and out for many days during a pay period with no explanation provided on why they failed to sign in or out. In **EXHIBIT 6** he (Capt. Dixon) again acknowledged that he engaged in the practice of signing members in and out with or without explanation. He was counselled on this action, ordered to write letters of explanation, and re-trained to correct the behavior. I thought that this issue had been corrected as it seems that the practice had stopped. However during the interview with Sgt Butler I discovered that Captain Dixon had resumed that activity and upon investigating further I discovered that he himself was signing in and out of work from remote locations. I attempted to discipline Capt Dixon in February of 2024 once I discovered what he had been doing. Again union representation intervened and he was found not guilty. If you review **EXHIBIT 4**, I explain in detail what I discovered and the frequency of the activity. When I learned of the disciplinary outcome I was very angry and wrote an email to all Fire Administration (Commissioner, Deputy Commissioner's) expressing what I had attempted and the lack of support I received from them (**EXHIBIT 5**). Commissioner Simms called me a short time after receiving the email and we discussed improvements in the disciplinary process that were to be made.

RESPONSE TO THE OIG DRAFT

I would like to first address the allegation of time fraud as a whole. As I stated earlier in this document, supervisors (Captains) are responsible for the activities of investigators. There should not be a time when an investigator would either not be at work when scheduled or failed to submit supporting documentation for the hours they worked. Supervisors are required to author a shift report which is due within one hour of the shift start time. In this report they are to note who was physically present and fit for duty and the assignments that they were given to investigate among other things. Just as I became aware of Capt Farrow's failure to be at his work location using existing checks and balance measures, all supervisors were able to do the same in regards to investigators. I have not received a shift report from any supervisor stating anyone was NOT present at the start of their scheduled shift including Lt. Hill-Harris. Having had these measures in place for some time, no one observed any indication of time fraud.

Secondly, in regards to approving timesheets, I stated before, approving the timesheets of investigators was a supervisors responsibility and furthermore neither I nor Capt Dixon had knowledge of fraudulent activity by Lt Hill-Harris, Sgt. Butler stated in his report (**EXHIBIT 7 page 12 paragraph 2**) Capt. Dixon mentioned that he did not observe anything abnormal from Lt Hill-Harris and he added Lt. Hill-Harris did the same as many other investigators. I make these points because in the opinion of Sgt Butler, I should have been aware of Lt. Hill-Harris' actions. This simply is not accurate. I have at no time been told by any supervisor that ANY investigator was not present at the end of a shift. I, myself, would not have observed any investigator at the start or end of their shift because ALL investigators working a day shift would

start work one hour before my shift typically starts and would end their shift typically one hour after the end of my shift. I also have not been informed of any abnormal attendance issues with investigators by ANY supervisor. If this issue was noted I would have mandated that the supervisor utilized corrective actions and documented it. Again I have not seen any mention of anything negative in regards to attendance of any investigators noted in bi-annual evaluations. I have not had discussions regarding attendance issues with any supervisors in monthly meetings. It was noted in Sgt Butler's report that some investigators stated that Lt. Hill-Harris attendance was "openly discussed in the office as stated by a majority of members". However there is no mention as to when or with whom those discussions took place and I submit to you that there were countless discussions among investigators regarding other investigators conduct. Again, if a supervisor was made aware of this or any other issue they should have acted using corrective measures which would have been the point that I would have become involved. To my knowledge that never occurred. The DPD internal Affairs Investigation painted a picture based largely on the statements of investigators and not the individuals who were responsible for the day to day operations within the Fire Investigation Division which would have been supervisors. But they only interviewed one. The supervisors would have provided direct and intimate knowledge of Lt. Hill-Harris's actions - something a person on the investigator level would not have been aware of. Their report placed responsibility on Capt. Dixon even though Capt Davidson and Capt Farrow were shift supervisors when Lt. Hill-Harris was on duty between 2021 and 2023 and myself who - by all accounts - never observed nor was informed of any irregularities or attendance issues involving ANY investigator.

The report draft authored by the OIG describes Lt. Hill-Harris's job responsibilities as being a scene investigator and attributed his day to day work to be confined solely to the City of Detroit limits which is just not accurate. This opinion was derived from an Inter-Office memo sent from DPD Commander McGinnis. As I explained earlier, the tasks required for any investigator could take him anywhere. It is still unknown whether on the days for which they counted what if any explanation was offered as to why or what he was given permission to do, who granted the permission, etc. Information such as this would have been revealed if their interviews were directed toward all supervisors or background information was sought from myself.

I do not intend for this document to serve as a defense against the allegation of time fraud or in defense of Lt. Hill-Harris. My purpose here is to establish a background - in context - to the design and intent of the Fire Investigation Division, answer these allegations, to provide documentation in support of my assertions and answer additional questions that may arise as a factual matter of record.

Thank you for your time.

Dennis Richardson
Chief of Fire Investigations
Detroit Fire Department

EXHIBIT 1

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

EFFECTIVE DATE 1/03/2019	REVIEW DATE ANNUALLY		DIRECTIVE NUMBER 100.1
			☐ NEW DIRECTIVE ☒ REVIEWED

THE DETROIT FIRE INVESTIGATION DIVISION

GENERAL OPERATIONS

PURPOSE

The mission of the Detroit Fire Department is to protect lives and property through fire prevention, providing emergency fire and medical services, and providing public awareness and community outreach programs to reduce the occurrences of fires and fire related injuries and deaths to the citizens of Detroit.

The Detroit Fire Department Fire Investigation Division supports the mission of the Detroit Fire Department by investigating the origin and cause of fires and combating the crime of arson within the city of Detroit. Fire Investigators investigate fire incidents to determine the who, what, and why of fires; these origin and cause investigations provide insight into products or practices that create fire hazards, arson and arson related crime trends, children and juveniles experiencing fire setter curiosity or delinquency and so much more. The Fire Investigation Division interrupts the cycle of fires by apprehending arsonists and arson rings-increasing the risk of apprehension for persons considering committing arson. The identification of why and how fires occur as well as apprehending those responsible for setting fires aids the Detroit Fire Department with preventing the loss of life and destruction of property due to fire.

100.1 COMMAND STRUCTURE AND RESPONSIBILITIES

CHIEF OF THE FIRE INVESTIGATION DIVISION

The Chief of the Fire Investigation Division shall oversee the effective and efficient operation of all facets of the division and is directly accountable to the Executive Fire Commissioner or his designee. The Chief of the Fire Investigation Division is responsible for the following:

1. Ensure the enforcement of all applicable rules and regulations.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

2. Evaluate the performance of the Captains within the division.
3. Analyze reports submitted by the Captains of the division.
4. Prepare reports and conduct briefings on fire investigation and arson related issues.
5. Monitor training, budgets, discipline, overtime, sick time, and other issues which affect office personnel.
6. Develop strategies to increase the apprehension of arsonists.
7. Maintenance of all records regarding department equipment assigned to the division.
8. Perform regular reviews of the operation of the division.
9. Proper supervision of Non-sworn members assigned to the division.
10. Identify and pursue grant opportunities.
11. Manage grant programs including all necessary record keeping.
12. Liaison with outside agencies on behalf of the Fire Investigation Division.
13. Oversee hiring new members.

CAPTAIN OF THE FIRE INVESTIGATION DIVISION

The rank of Captain is divided into subcategories for responsibility purposes. They are classified as Administrative Supervisor and Field Supervisor.

The Administrative Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Manage daily office activities.
2. Assign fire incidents to investigators for investigation.
3. Perform periodic inventories and inspections of all department equipment assigned to the Division.
4. Monitor the work performance of all assigned members.
5. Submit weekly and monthly reports on key metrics identified by the Chief
6. Maintain investigative files, court files, and other Departmental records.
7. Maintain timekeeping, attendance, daily/monthly overtime reports and daily details.
8. Coordinate office schedules to ensure adequate office manpower is maintained.
9. Assist the Chief in identifying and correcting any office issues which can be resolved internally.
10. Review police reports and notify the Chief of Fire Investigations of crime trends/ patterns and other matters that may need attention.
11. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.
12. Read, evaluate, and approve fire origin and cause reports written by members under their direct command.
13. Coordinate training of office personnel.
14. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
15. Execute the role and responsibilities of the Duty Officer, including evaluating the incidents and making determinations of response needs, coordinating the response

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

The Field Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Monitor and evaluate field activities of all members under their direct command.
2. Submit weekly and/or monthly reports on fire activity and trends in their command area.
3. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
4. Read, evaluate and approve fire origin and cause reports written by members under their direct command.
5. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.
6. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

LIEUTENANT OF THE FIRE INVESTIGATION DIVISION

Investigative personnel (Lieutenants) are responsible for investigating cases assigned to them. Investigative personnel will use the current database to manage and track their caseloads and review departmental email. Investigative personnel shall assume any duties and responsibilities which may be delegated by the Chief of Fire Investigations, a captain of the division, or are set forth in the Detroit Fire Department rules, regulations, orders, policies, procedures, directives or guidelines including, but not limited to, the following:

1. Investigate fire incidents which have been assigned to them in order to determine the origin and cause of the fire.
2. Interview witnesses.
3. Identify, collect, record, and store evidence. Submit evidence for analysis to the appropriate agency.
4. Prepare a written report of each fire investigation conducted utilizing the most current method of reports adopted by the Detroit Fire Department.
5. Prepare police reports detailing fire investigation status and determination utilizing the most current method of crime reporting within the Detroit Police Department.
6. Apprehend, interrogate and arrest arson suspects.
7. Testify in civil and criminal court proceedings.
8. Answer telephone, assist civilians and perform routine office related duties.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

9. Enforce the laws of the United States, the State of Michigan, and the ordinances of City of Detroit.
10. Follow office procedures.

100.2 GENERAL OFFICE PROCEDURES

The successful accomplishment of Divisional objectives and goals hinge not only upon quality investigations while in the field, but also upon effective and efficient office procedures. These procedures, such as office etiquette, early and effective communication regarding viable cases, accurate and timely activity logs, as well as checking email and voicemails daily, are the backbone of the divisions' overall continued successful operation. While it is the responsibility of the Captains, as supervisors, to manage the day to day office activities, it is the responsibility of everyone within the Division to contribute to this process by exhibiting professionalism in all areas of work, and at all levels of the Division.

More often than not daily shifts begin and end in the office. As such, some office tasks shall be completed daily. While every single task cannot be anticipated, the following is a list of tasks which should be addressed each day by the members within the Division:

- Sign in/out.
- Check email.
- Check voicemail, both department issued cell phone and desk phone.
- Return phone calls/address voicemails.
- Check tip line, and arson main phone for messages.
- Review activity logs.
- Check interdepartmental mail.
- Inspect vehicles.
- Inspect safety equipment.
- Complete fire investigation reports.
- Update relevant fire data systems.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.3 DAILY ASSIGNMENTS

A supervisor shall evaluate fire scenes and determine their level of priority. Based on manpower, he will then place investigators in teams and give them assignments for investigation. The senior investigator of each team will then notify Central Office of their on-duty status, the time they will be off duty, and their area of responsibility. Investigators shall immediately notify a supervisor when they are presented with incidents outside of their prescribed assignments. In the event a supervisor is not available to give assignments, this task shall be completed by the senior investigator and completed in a manner consistent with the policies of the Fire Investigation Division.

100.4 ACTIVITY LOGS

Activity logs are not optional. They must be completed, and they must be accurate and sufficiently descriptive to account for the days' work. This task of completing them will be the responsibility of the most senior investigator of the team. The purpose of activity logs are not to simply document the information for scene investigations. Activity logs shall include the activities of all members assigned on that team for that day, their pertinent contacts with the public, any office related issues, tasks completed, or tasks that may need to be done. The activity log is the **last** line of communication and a legal record of what occurred. Activity logs are not intended for requesting training, days off, etc. Supervisors shall read all of the activity logs of the personnel assigned to them and members generating activity logs shall prepare clear, concise, and detailed activity logs. Members will review the activity log and make the necessary corrections prior to submission for factual errors (i.e., arson unit codes, date, on duty/off duty times, phone numbers, DOB's, addresses, fire incident numbers, and police report numbers) and spelling. Activity logs not meeting this standard will not be accepted. Members should utilize good time management, returning to the office with enough time to complete the activity log prior to the end of their work shift. Notifications of burn injuries, status of burn injury victims, notifications of arrests, department vehicle accidents, fire investigator injuries, arrests or any other police action **SHALL BE DOCUMENTED** on the activity log if known. Documenting these occurrences on the activity log does not absolve the member from completing other necessary actions relating to the incident, i.e. completing police reports etc. or communicating information directly with their supervisor. Although the senior investigator is responsible for completing the activity log, all members of that team will be accountable for its content.

100.5 SCHEDULING

Schedules shall be distributed to all members via email or the recognized manner utilized to post schedules. Schedules will rotate every two months. Shift exchange, leave day changes, or other schedule changes will be allowed only upon approval of a supervisor.

100.6 REPORTING FOR DUTY

When reporting for duty all members shall report no later than their scheduled time unless approved by a supervisor.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.7 OVERTIME

Members shall immediately notify a supervisor if overtime is anticipated. Only overtime granted by a supervisor will be approved.

100.8 NOTIFICATIONS

Investigators shall notify the on duty supervisors and/or duty officer for incidents involving fatalities, critical civilian injuries, unusual incidents, and events that are potentially newsworthy. When working in teams notifications are the responsibility of the senior member of that team. Notifications shall be made verbally by phone and acknowledged by the supervisor. On duty supervisors or the duty officer will then relay that information to the Chief of Fire Investigations.

100.9 PERFORMANCE STANDARDS

In order to consistently deliver effective and efficient services to the citizens of the City of Detroit, the Detroit Fire Department, and the Fire Investigation Division; the performance of all members shall be subject to regular evaluation. Knowledge of policies and procedures, work output, work quality, and timeliness in the completion of duties will be the primary criterion. Written evaluations will be conducted annually at a minimum. *See directive 400.1 Evaluation and Quality Control.*

100.10 GROOMING and APPEARANCE

Members shall comply with the Detroit Fire Department's grooming standards and present a professional appearance to the public while conducting Department business.

100.11 UNIFORM

The daily work uniform of investigators shall be dress, khaki style, or cargo style pants along with a long or short sleeved shirt with collar, or a long sleeved sweater. Shirts, sweaters, and outerwear bearing the approved Detroit Arson Section insignia or shirts, sweaters, and outerwear with no insignia is acceptable. Ensembles with navy blue, olive drab, black, or khaki color schemes are most desirable. The member's clothing items shall be suitable to perform the duties that his current environment requires. Any member reporting for duty wearing jeans, shorts, excessively worn clothing, clothing which is not clean, or any other clothing items that present an unprofessional image or an image contrary to the mission of the Detroit Fire Department will not be acceptable.

Court attire shall be business professional or business casual dress. At a minimum consisting of either dress or khaki style pants along with a collared short or collared long sleeved shirt. If a member's department issued weapon is to be exposed their badge shall be worn at the waist level adjacent to the weapon or around their neck so that they are readily identifiable as law enforcement.

When operating in the field, proper safety equipment (Body armor, fully loaded department issued weapon with two fully loaded magazines, handcuffs, work boots,

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

tactical boots, etc.*)" shall be worn. At no time shall a non-sworn member carry a firearm while on duty. Immediate disciplinary action shall result if this is discovered.

All items of the uniform shall be presented in a manner that promotes cleanliness, neatness, and professionalism.

**See also Directive 300.3 Fire Scene Investigations: Safety Equipment*

100.12 EXPOSURE AND CONTAMINATION PROTOCOLS

If a member is exposed to airborne or blood borne pathogens, hazardous materials, infectious waste products, parasites, etc., they shall follow the Detroit Fire Department procedures and protocols for decontamination.

100.11 CONDUCT

All members of the Fire Investigation Division shall conduct themselves in a professional manner while on duty both within the office and in public. Discrimination, sexual harassment, and violence in the workplace will not be tolerated.

100.12 GRATUITIES AND OR PAYMENT FOR SERVICES

Members will not accept gratuities or payments from the public for services rendered during the normal discharge of their duties.

101.0 SICK AND ATTENDANCE CONTROL PROCEDURES

Members assigned to the Fire Investigation Division will adhere to the general practices of the Detroit Fire Department when utilizing sick time with the following exceptions:

101.1 PROCEDURE FOR CALLING OFF DUTY

Absence due to sickness must be called into the Operations Captain and, if not available, then the member's immediate supervisor two hours before the start of their shift.

101.2 RETURNING FROM SICK LEAVE

Members will contact the Operations Captain and, if not available, then the member's immediate supervisor before 0900 hours to be accepted by phone.

101.3 OVERTIME ELIGIBILITY

Members who are on Attendance Control at Step two or above will not be eligible for overtime.

101.4 MONITORING OF ATTENDANCE

It is the responsibility of the Operations Captain to monitor attendance of all members. The Operations Captain shall bring attendance issues to the Chief of Fire Investigations once they have been discovered.

The member on Attendance Control shall have their attendance reviewed the

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

Monday of the pay week by the Operations Captain or, if not available, then the members immediate supervisor.

101.5 EMPLOYEE NOTIFICATION OF ATTENDANCE CONTROL

The employee and their union shall be notified in writing at each step of Attendance Control. A plan of action will be jointly developed with the employee upon being placed on Step 1 of Attendance Control.

This plan will consist of the following:

- Identify reasons for excessive absences or tardiness.
- Identify corrective measures.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

EFFECTIVE DATE 1/7/2021	REVIEW DATE ANNUALLY		DIRECTIVE NUMBER 100.1
			☐ NEW DIRECTIVE ☒ REVIEWED

THE DETROIT FIRE INVESTIGATION DIVISION

GENERAL OPERATIONS

PURPOSE

The mission of the Detroit Fire Department is to protect lives and property through fire prevention, providing emergency fire and medical services, and providing public awareness and community outreach programs to reduce the occurrences of fires and fire related injuries and deaths to the citizens of Detroit.

The Detroit Fire Department Fire Investigation Division supports the mission of the Detroit Fire Department by investigating the origin and cause of fires and combating the crime of arson within the city of Detroit. Fire Investigators investigate fire incidents to determine the who, what, and why of fires; these origin and cause investigations provide insight into products or practices that create fire hazards, arson and arson related crime trends, children and juveniles experiencing fire setter curiosity or delinquency and so much more. The Fire Investigation Division interrupts the cycle of fires by apprehending arsonists and arson rings-increasing the risk of apprehension for persons considering committing arson. The identification of why and how fires occur as well as apprehending those responsible for setting fires aids the Detroit Fire Department with preventing the loss of life and destruction of property due to fire.

100.1 COMMAND STRUCTURE AND RESPONSIBILITIES

CHIEF OF THE FIRE INVESTIGATION DIVISION

The Chief of the Fire Investigation Division shall oversee the effective and efficient operation of all facets of the division and is directly accountable to the Executive Fire Commissioner or his designee. The Chief of the Fire Investigation Division is responsible for the following:

1. Ensure the enforcement of all applicable rules and regulations.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

2. Evaluate the performance of the Captains within the division.
3. Analyze reports submitted by the Captains of the division.
4. Prepare reports and conduct briefings on fire investigation and arson related issues.
5. Monitor training, budgets, discipline, overtime, sick time, and other issues which affect office personnel.
6. Develop strategies to increase the apprehension of arsonists.
7. Maintenance of all records regarding department equipment assigned to the division.
8. Perform regular reviews of the operation of the division.
9. Proper supervision of Non-sworn members assigned to the division.
10. Identify and pursue grant opportunities.
11. Manage grant programs including all necessary record keeping.
12. Liaison with outside agencies on behalf of the Fire Investigation Division.
13. Oversee hiring new members.

CAPTAIN OF THE FIRE INVESTIGATION DIVISION

The rank of Captain is divided into subcategories for responsibility purposes. They are classified as Administrative Supervisor and Field Supervisor.

The Administrative Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Manage daily office activities.
2. Assign fire incidents to investigators for investigation.
3. Perform periodic inventories and inspections of all department equipment assigned to the Division.
4. Monitor the work performance of all assigned members.
5. Submit weekly and monthly reports on key metrics identified by the Chief
6. Maintain investigative files, court files, and other Departmental records.
7. Maintain timekeeping, attendance, daily/monthly overtime reports and daily details.
8. Coordinate office schedules to ensure adequate office manpower is maintained.
9. Assist the Chief in identifying and correcting any office issues which can be resolved internally.
10. Review police reports and notify the Chief of Fire Investigations of crime trends/ patterns and other matters that may need attention.
11. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.
12. Read, evaluate, and approve fire origin and cause reports written by members under their direct command.
13. Coordinate training of office personnel.
14. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
15. Execute the role and responsibilities of the Duty Officer, including evaluating the incidents and making determinations of response needs, coordinating the response

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

The Field Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Monitor and evaluate field activities of all members under their direct command.
2. Submit weekly and/or monthly reports on fire activity and trends in their command area.
3. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
4. Read, evaluate and approve fire origin and cause reports written by members under their direct command.
5. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.
6. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

LIEUTENANT OF THE FIRE INVESTIGATION DIVISION

Investigative personnel (Lieutenants) are responsible for investigating cases assigned to them. Investigative personnel will use the current database to manage and track their caseloads and review departmental email. Investigative personnel shall assume any duties and responsibilities which may be delegated by the Chief of Fire Investigations, a captain of the division, or are set forth in the Detroit Fire Department rules, regulations, orders, policies, procedures, directives or guidelines including, but not limited to, the following:

1. Investigate fire incidents which have been assigned to them in order to determine the origin and cause of the fire.
2. Interview witnesses.
3. Identify, collect, record, and store evidence. Submit evidence for analysis to the appropriate agency.
4. Prepare a written report of each fire investigation conducted utilizing the most current method of reports adopted by the Detroit Fire Department.
5. Prepare police reports detailing fire investigation status and determination utilizing the most current method of crime reporting within the Detroit Police Department.
6. Apprehend, interrogate and arrest arson suspects.
7. Testify in civil and criminal court proceedings.
8. Answer telephone, assist civilians and perform routine office related duties.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

9. Enforce the laws of the United States, the State of Michigan, and the ordinances of City of Detroit.
10. Follow office procedures.

100.2 GENERAL OFFICE PROCEDURES

The successful accomplishment of Divisional objectives and goals hinge not only upon quality investigations while in the field, but also upon effective and efficient office procedures. These procedures, such as office etiquette, early and effective communication regarding viable cases, accurate and timely activity logs, as well as checking email and voicemails daily, are the backbone of the divisions' overall continued successful operation. While it is the responsibility of the Captains, as supervisors, to manage the day to day office activities, it is the responsibility of everyone within the Division to contribute to this process by exhibiting professionalism in all areas of work, and at all levels of the Division.

More often than not daily shifts begin and end in the office. As such, some office tasks shall be completed daily. While every single task cannot be anticipated, the following is a list of tasks which should be addressed each day by the members within the Division:

- Sign in/out.
- Check email.
- Check voicemail, both department issued cell phone and desk phone.
- Return phone calls/address voicemails.
- Check tip line, and arson main phone for messages.
- Review activity logs.
- Check interdepartmental mail.
- Inspect vehicles.
- Inspect safety equipment.
- Complete fire investigation reports.
- Update relevant fire data systems.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.3 DAILY ASSIGNMENTS

A supervisor shall evaluate fire scenes and determine their level of priority. Based on manpower, he will then place investigators in teams and give them assignments for investigation. The senior investigator of each team will then notify Central Office of their on-duty status, the time they will be off duty, and their area of responsibility. Investigators shall immediately notify a supervisor when they are presented with incidents outside of their prescribed assignments. In the event a supervisor is not available to give assignments, this task shall be completed by the senior investigator and completed in a manner consistent with the policies of the Fire Investigation Division.

100.4 ACTIVITY LOGS

Activity logs are not optional. They must be completed, and they must be accurate and sufficiently descriptive to account for the days' work. The task of completing them will be the responsibility of the least senior investigator of the team and approved by the most senior member prior to submission. The purpose of activity logs are not to simply document the information for scene investigations. Activity logs shall include the activities of all members assigned on that team for that day, their pertinent contacts with the public, any office related issues, tasks completed, or tasks that may need to be done. The activity log is the **last** line of communication and a legal record of what occurred. Activity logs are not intended for requesting training, days off, etc. Supervisors shall read all of the activity logs of the personnel assigned to them and members generating activity logs shall prepare clear, concise, and detailed activity logs. Members will review the activity log and make the necessary corrections prior to submission for factual errors (i.e., arson unit codes, date, on duty/off duty times, phone numbers, DOB's, addresses, fire incident numbers, and police report numbers) and spelling. Activity logs not meeting this standard will not be accepted. Members should utilize good time management, returning to the office with enough time to complete the activity log prior to the end of their work shift. Notifications of burn injuries, status of burn injury victims, notifications of arrests, department vehicle accidents, fire investigator injuries, arrests or any other police action **SHALL BE DOCUMENTED** on the activity log if known. Documenting these occurrences on the activity log does not absolve the member from completing other necessary actions relating to the incident, i.e. completing police reports etc. or communicating information directly with their supervisor. Although the senior investigator is responsible for completing the activity log, all members of that team will be accountable for its content.

100.5 SCHEDULING

Schedules shall be distributed to all members via email or the recognized manner utilized to post schedules. Schedules will rotate every two months. Shift exchange, leave day changes, or other schedule changes will be allowed only upon approval of a supervisor.

100.6 REPORTING FOR DUTY

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

When reporting for duty all members shall report no later than their scheduled time unless approved by a supervisor.

100.7 OVERTIME

Members shall immediately notify a supervisor if overtime is anticipated. Only overtime granted by a supervisor will be approved.

100.8 NOTIFICATIONS

Investigators shall notify the on duty supervisors and duty officer for incidents involving fatalities, critical civilian injuries, unusual incidents, and events that are potentially newsworthy. When working in teams notifications are the responsibility of the senior member of that team. Notifications shall be made verbally by phone and acknowledged by the supervisor. On duty supervisors or the duty officer will then relay that information to the Chief of Fire Investigations.

100.9 PERFORMANCE STANDARDS

In order to consistently deliver effective and efficient services to the citizens of the City of Detroit, the Detroit Fire Department, and the Fire Investigation Division; the performance of all members shall be subject to regular evaluation. Knowledge of policies and procedures, work output, work quality, and timeliness in the completion of duties will be the primary criterion. Written evaluations will be conducted annually at a minimum. *See directive 400.1 Evaluation and Quality Control.*

100.10 GROOMING and APPEARANCE

Members shall comply with the Detroit Fire Department's grooming standards and present a professional appearance to the public while conducting Department business.

100.11 UNIFORM

The daily work uniform of investigators shall be dress, khaki style, or cargo style pants along with a long or short sleeved shirt with collar, or a long sleeved sweater. Shirts, sweaters, and outerwear bearing the approved Detroit Arson Section insignia or shirts, sweaters, and outerwear with no insignia is acceptable. Ensembles with navy blue, olive drab, black, or khaki color schemes are most desirable. The member's clothing items shall be suitable to perform the duties that his current environment requires. Any member reporting for duty wearing jeans, shorts, excessively worn clothing, clothing which is not clean, or any other clothing items that present an unprofessional image or an image contrary to the mission of the Detroit Fire Department will not be acceptable.

Court attire shall be business professional or business casual dress. At a minimum consisting of either dress or khaki style pants along with a collared short or collared long sleeved shirt. If a member's department issued weapon is to be exposed their badge shall be worn at the waist level adjacent to the weapon or around their neck so that they are readily identifiable as law enforcement.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

When operating in the field, proper safety equipment (Body armor, fully loaded department issued weapon with two fully loaded magazines, handcuffs, work boots, tactical boots, etc.*) shall be worn. At no time shall a non-sworn member carry a firearm while on duty. Immediate disciplinary action shall result if this is discovered.

All items of the uniform shall be presented in a manner that promotes cleanliness, neatness, and professionalism.

**See also Directive 300.3 Fire Scene Investigations: Safety Equipment*

100.12 EXPOSURE AND CONTAMINATION PROTOCOLS

If a member is exposed to airborne or blood borne pathogens, hazardous materials, infectious waste products, parasites, etc., they shall follow the Detroit Fire Department procedures and protocols for decontamination.

100.11 CONDUCT

All members of the Fire Investigation Division shall conduct themselves in a professional manner while on duty both within the office and in public. Discrimination, sexual harassment, and violence in the workplace will not be tolerated.

100.12 GRATUITIES AND OR PAYMENT FOR SERVICES

Members will not accept gratuities or payments from the public for services rendered during the normal discharge of their duties.

101.0 SICK AND ATTENDANCE CONTROL PROCEDURES

Members assigned to the Fire Investigation Division will adhere to the general practices of the Detroit Fire Department when utilizing sick time with the following exceptions:

101.1 PROCEDURE FOR CALLING OFF DUTY

Absence due to sickness must be called into the Operations Captain and, if not available, then the member's immediate supervisor two hours before the start of their shift.

101.2 RETURNING FROM SICK LEAVE

Members will contact the Operations Captain and, if not available, then the member's immediate supervisor before 0900 hours to be accepted by phone.

101.3 OVERTIME ELIGIBILITY

Members who are on Attendance Control at Step two or above will not be eligible for overtime.

101.4 MONITORING OF ATTENDANCE

It is the responsibility of the Operations Captain to monitor attendance of all members. The Operations Captain shall bring attendance issues to the Chief of Fire Investigations once they have been discovered.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

The member on Attendance Control shall have their attendance reviewed the Monday of the pay week by the Operations Captain or, if not available, then the members immediate supervisor.

101.5 EMPLOYEE NOTIFICATION OF ATTENDANCE CONTROL

The employee and their union shall be notified in writing at each step of Attendance Control. A plan of action will be jointly developed with the employee upon being placed on Step 1 of Attendance Control.

This plan will consist of the following:

- Identify reasons for excessive absences or tardiness.
- Identify corrective measures.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

EFFECTIVE DATE 6/16/2022	REVIEW DATE ANNUALLY		DIRECTIVE NUMBER 100
			☐ NEW DIRECTIVE ☒ REVIEWED

THE DETROIT FIRE INVESTIGATION DIVISION

GENERAL OPERATIONS

PURPOSE

The mission of the Detroit Fire Department is to protect lives and property through fire prevention, providing emergency fire and medical services, and providing public awareness and community outreach programs to reduce the occurrences of fires and fire related injuries and deaths to the citizens of Detroit.

The Detroit Fire Department Fire Investigation Division supports the mission of the Detroit Fire Department by investigating the origin and cause of fires and combating the crime of arson within the city of Detroit. Fire Investigators investigate fire incidents to determine the who, what, and why of fires; these origin and cause investigations provide insight into products or practices that create fire hazards, arson and arson related crime trends, children and juveniles experiencing fire setter curiosity or delinquency and so much more. The Fire Investigation Division interrupts the cycle of fires by apprehending arsonists and arson rings-increasing the risk of apprehension for persons considering committing arson. The identification of why and how fires occur as well as apprehending those responsible for setting fires aids the Detroit Fire Department with preventing the loss of life and destruction of property due to fire.

100.1 COMMAND STRUCTURE AND RESPONSIBILITIES

CHIEF OF THE FIRE INVESTIGATION DIVISION

The Chief of the Fire Investigation Division shall oversee the effective and efficient operation of all facets of the division and is directly accountable to the Executive Fire Commissioner or his designee. The Chief of the Fire Investigation Division is responsible for the following:

1. Ensure the enforcement of all applicable rules and regulations.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

2. Evaluate the performance of the Captains within the division.
3. Analyze reports submitted by the Captains of the division.
4. Prepare reports and conduct briefings on fire investigation and arson related issues.
5. Monitor training, budgets, discipline, overtime, sick time, and other issues which affect office personnel.
6. Develop strategies to increase the apprehension of arsonists.
7. Maintenance of all records regarding department equipment assigned to the division.
8. Perform regular reviews of the operation of the division.
9. Proper supervision of Non-sworn members assigned to the division.
10. Identify and pursue grant opportunities.
11. Manage grant programs including all necessary record keeping.
12. Liaison with outside agencies on behalf of the Fire Investigation Division.
13. Oversee hiring new members.

CAPTAIN OF THE FIRE INVESTIGATION DIVISION

The rank of Captain is divided into subcategories for responsibility purposes. They are classified as Administrative Supervisor and Field Supervisor.

General duties of **all** supervisors include (but not limited to):

1. Visually reviewing each member for their fitness for duty, making sure they are present and in compliance with uniform, safety equipment, and protective equipment policies at the beginning of their shift.

2.

The Administrative Supervisor is directly accountable to the Chief of Fire Investigations and responsible to do the following:

1. Manage daily office activities.
2. Assign fire incidents to investigators for investigation.
3. Perform periodic inventories and inspections of all department equipment assigned to the Division.
4. Monitor the work performance of all assigned members.
5. Submit weekly and monthly reports on key metrics identified by the Chief of Fire Investigations.
6. Maintain investigative files, court files, and other departmental records.
7. Maintain timekeeping, attendance, daily/monthly overtime reports, and daily details.
8. Coordinate office schedules to ensure adequate office manpower is maintained.
9. Assist the Chief in identifying and correcting any office issues which can be resolved internally.
10. Review police reports and notify the Chief of Fire Investigations of crime trends/ patterns and other matters that may need attention.
11. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

12. Read, evaluate, and approve fire origin and cause reports written by members under their direct command.
13. Coordinate training of office personnel.
14. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc. when a field supervisor is unavailable.
15. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

The Field Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Monitor and evaluate field activities of all members under their direct command.
2. Submit weekly and/or monthly reports on fire activity and trends in their command area.
3. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
4. Read, evaluate and approve fire origin and cause reports written by members under their direct command.
5. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.
6. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

LIEUTENANT OF THE FIRE INVESTIGATION DIVISION

Investigative personnel (Lieutenants) are responsible for investigating cases assigned to them. Investigative personnel will use the current database to manage and track their caseloads and review departmental email. Investigative personnel shall assume any duties and responsibilities which may be delegated by the Chief of Fire Investigations, a captain of the division, or are set forth in the Detroit Fire Department rules, regulations, orders, policies, procedures, directives or guidelines including, but not limited to, the following:

1. Investigate fire incidents which have been assigned to them in order to determine the origin and cause of the fire.
2. Interview witnesses.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

3. Identify, collect, record, and store evidence. Submit evidence for analysis to the appropriate agency.
4. Prepare a written report of each fire investigation conducted utilizing the most current method of reports adopted by the Detroit Fire Department.
5. Prepare police reports detailing fire investigation status and determination utilizing the most current method of crime reporting within the Detroit Police Department.
6. Apprehend, interrogate and arrest arson suspects.
7. Testify in civil and criminal court proceedings.
8. Answer telephone, assist civilians and perform routine office related duties.
9. Enforce the laws of the United States, the State of Michigan, and the ordinances of City of Detroit.
10. Follow office procedures.

100.2 GENERAL OFFICE PROCEDURES

The successful accomplishment of Divisional objectives and goals hinge not only upon quality investigations while in the field, but also upon effective and efficient office procedures. These procedures, such as office etiquette, early and effective communication regarding viable cases, accurate and timely activity logs, as well as checking email and voicemails daily, are the backbone of the divisions' overall continued successful operation. While it is the responsibility of the Captains, as supervisors, to manage the day to day office activities, it is the responsibility of everyone within the Division to contribute to this process by exhibiting professionalism in all areas of work, and at all levels of the Division.

More often than not daily shifts begin and end in the office. As such, some office tasks shall be completed daily. While every single task cannot be anticipated, the following is a list of tasks which should be addressed each day by the members within the Division:

- Sign in/out.
 - Check email.
 - Check voicemail, both department issued cell phone and desk phone.
 - Return phone calls/address voicemails.
 - Check tip line, and arson main phone for messages.
- Review activity logs.
 - Check interdepartmental mail.
 - Inspect vehicles.
 - Inspect safety equipment.
 - Complete fire investigation reports.
 - Update relevant fire data systems.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.3 DAILY ASSIGNMENTS

A supervisor shall evaluate fire scenes and determine their level of priority. Based on manpower, he will then place investigators in teams and give them assignments for investigation. A supervisor will then notify Central Office of their on-duty status, the time they will be off duty, and their area of responsibility. Investigators shall immediately notify a supervisor when they are presented with incidents outside of their prescribed assignments. In the event a supervisor is not available to give assignments, this task shall be completed by the senior investigator and completed in a manner consistent with the policies of the Fire Investigation Division.

100.4 ACTIVITY LOGS

Activity logs are not optional. They must be completed, and they must be accurate and sufficiently descriptive to account for the days' work. ~~This task of completing them will be the responsibility of the most senior investigator of the team.~~ Each investigator shall complete an activity log specifying who their partner(s) was/were or if they were working alone and entered into the recognized database at the end of their shift. The purpose of activity logs are not to simply document the information for scene investigations. Activity logs shall include the activities of all members assigned on that team for that day, their pertinent contacts with the public, any office related issues, tasks completed, or tasks that may need to be done. The activity log is the **last** line of communication and a legal record of what occurred. Activity logs are not intended for requesting training, days off, etc. Supervisors shall review all of the activity logs of the personnel assigned to them and members generating activity logs shall prepare clear, concise, and detailed activity logs. Members will review the activity log and make the necessary corrections prior to submission for factual errors (i.e., arson unit codes, date, on duty/off duty times, phone numbers, DOB's, addresses, fire incident numbers, and police report numbers) and spelling. Activity logs not meeting this standard will not be accepted. Members should utilize good time management, returning to the office with enough time to complete the activity log prior to the end of their work shift. Notifications of burn injuries, status of burn injury victims, notifications of arrests, department vehicle accidents, fire investigator injuries, arrests or any other police action **SHALL BE DOCUMENTED** on the activity log if known. Documenting these occurrences on the activity log does not absolve the member from completing other necessary actions relating to the incident, i.e. completing police reports etc. or communicating information directly with their supervisor.

100.5 SCHEDULING

Schedules shall be distributed to all members via email or the recognized manner utilized to post schedules. Schedules will rotate every two months. Shift exchange, leave day changes, or other schedule changes will be allowed only upon approval of a supervisor.

100.6 REPORTING FOR DUTY

When reporting for duty all members shall report no later than their scheduled time unless approved by a supervisor.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.7 OVERTIME

Members shall immediately notify a supervisor if overtime is anticipated. Only overtime granted by a supervisor will be approved.

100.8 NOTIFICATIONS

Investigators shall notify the on duty supervisors and duty officer for incidents involving fatalities, critical civilian injuries, unusual incidents, and events that are potentially newsworthy. When working in teams notifications are the responsibility of the senior member of that team. Notifications shall be made verbally by phone and acknowledged by the supervisor. On duty supervisors or the duty officer will then relay that information to the Chief of Fire Investigations.

100.9 PERFORMANCE STANDARDS

In order to consistently deliver effective and efficient services to the citizens of the City of Detroit, the Detroit Fire Department, and the Fire Investigation Division; the performance of all members shall be subject to regular evaluation. Knowledge of policies and procedures, work output, work quality, and timeliness in the completion of duties will be the primary criterion. Written evaluations will be conducted annually at a minimum. *See directive 400.1 Evaluation and Quality Control.*

100.10 GROOMING and APPEARANCE

Members shall comply with the Detroit Fire Department's grooming standards and present a professional appearance to the public while conducting Department business.

100.11 UNIFORM

The daily work uniform of investigators shall be dress, khaki style, or cargo style pants along with a long or short sleeved shirt with collar, or a long sleeved sweater. Shirts, sweaters, and outerwear bearing the approved Detroit Arson Section or Detroit Fire Investigation Division insignia or shirts, sweaters, and outerwear with no insignia are acceptable. Shirts, jackets, sweaters or other clothing items bearing the insignia of other local fire departments, fire investigation entities, etc. are **not** acceptable. Ensembles with navy blue, olive drab, black, or khaki color schemes are most desirable. The member's clothing items shall be suitable to perform the duties that his current environment requires. Any member reporting for duty wearing jeans, shorts, excessively worn clothing, clothing which is not clean, or any other clothing items that present an unprofessional image or an image contrary to the mission of the Detroit Fire Department will not be acceptable.

Court attire shall be business professional or business casual dress. At a minimum consisting of either dress or khaki style pants along with a collared short or collared long sleeved shirt. If a member's department issued weapon is to be exposed their badge shall be worn at the waist level adjacent to the weapon or around their neck so that they are readily identifiable as law enforcement.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

When operating in the field, proper safety equipment (Body armor, fully loaded department issued weapon with two fully loaded magazines, handcuffs, work boots, tactical boots, etc.*) shall be worn. At no time shall a non-sworn member carry a firearm while on duty. Immediate disciplinary action shall result if this is discovered.

All items of the uniform shall be presented in a manner that promotes cleanliness, neatness, and professionalism.

**See also Directive 300.3 Fire Scene Investigations: Safety Equipment*

100.12 EXPOSURE AND CONTAMINATION PROTOCOLS

If a member is exposed to airborne or blood borne pathogens, hazardous materials, infectious waste products, parasites, etc., they shall follow the Detroit Fire Department procedures and protocols for decontamination.

100.11 CONDUCT

All members of the Fire Investigation Division shall conduct themselves in a professional manner while on duty both within the office and in public. Discrimination, sexual harassment, and violence in the workplace will not be tolerated.

100.12 GRATUITIES AND OR PAYMENT FOR SERVICES

Members will not accept gratuities or payments from the public for services rendered during the normal discharge of their duties.

101.0 SICK AND ATTENDANCE CONTROL PROCEDURES

Members assigned to the Fire Investigation Division will adhere to the general practices of the Detroit Fire Department when utilizing sick time with the following exceptions:

101.1 PROCEDURE FOR CALLING OFF DUTY

Absence due to sickness must be called into the Operations Captain and, if not available, then the member's immediate supervisor two hours before the start of their shift.

101.2 RETURNING FROM SICK LEAVE

Members will contact the Operations Captain and, if not available, then the member's immediate supervisor before 0900 hours to be accepted by phone.

101.3 OVERTIME ELIGIBILITY

Members who are on Attendance Control at Step two or above will not be eligible for overtime.

101.4 MONITORING OF ATTENDANCE

It is the responsibility of the Operations Captain to monitor attendance of all members. The Operations Captain shall bring attendance issues to the Chief of Fire Investigations once they have been discovered.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

The member on Attendance Control shall have their attendance reviewed the Monday of the pay week by the Operations Captain or, if not available, then the members immediate supervisor.

101.5 EMPLOYEE NOTIFICATION OF ATTENDANCE CONTROL

The employee and their union shall be notified in writing at each step of Attendance Control. A plan of action will be jointly developed with the employee upon being placed on Step 1 of Attendance Control.

This plan will consist of the following:

- Identify reasons for excessive absences or tardiness.
- Identify corrective measures.

Dennis Richardson Chief of Fire Investigations	Date

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

EFFECTIVE DATE 09/01/23	REVIEW DATE ANNUALLY		DIRECTIVE NUMBER 100
			☐ NEW DIRECTIVE ☒ REVIEWED

THE DETROIT FIRE INVESTIGATION DIVISION

GENERAL OPERATIONS

PURPOSE

The mission of the Detroit Fire Department is to protect lives and property through fire prevention, providing emergency fire and medical services, and providing public awareness and community outreach programs to reduce the occurrences of fires and fire related injuries and deaths to the citizens of Detroit.

The Detroit Fire Department Fire Investigation Division supports the mission of the Detroit Fire Department by investigating the origin and cause of fires and combating the crime of arson within the city of Detroit. Fire Investigators investigate fire incidents to determine the who, what, and why of fires; these origin and cause investigations provide insight into products or practices that create fire hazards, arson and arson related crime trends, children and juveniles experiencing fire setter curiosity or delinquency and so much more. The Fire Investigation Division interrupts the cycle of fires by apprehending arsonists and arson rings-increasing the risk of apprehension for persons considering committing arson. The identification of why and how fires occur as well as apprehending those responsible for setting fires aids the Detroit Fire Department with preventing the loss of life and destruction of property due to fire.

100.1 COMMAND STRUCTURE AND RESPONSIBILITIES

CHIEF OF THE FIRE INVESTIGATION DIVISION

The Chief of the Fire Investigation Division shall oversee the effective and efficient operation of all facets of the division and is directly accountable to the Executive Fire Commissioner or his designee. The Chief of the Fire Investigation Division is responsible for the following:

1. Ensure the enforcement of all applicable rules and regulations.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

2. Evaluate the performance of the Captains within the division.
3. Analyze reports submitted by the Captains of the division.
4. Prepare reports and conduct briefings on fire investigation and arson related issues.
5. Monitor training, budgets, discipline, overtime, sick time, and other issues which affect office personnel.
6. Develop strategies to increase the apprehension of arsonists.
7. Maintenance of all records regarding department equipment assigned to the division.
8. Perform regular reviews of the operation of the division.
9. Proper supervision of Non-sworn members assigned to the division.
10. Identify and pursue grant opportunities.
11. Manage grant programs including all necessary record keeping.
12. Liaison with outside agencies on behalf of the Fire Investigation Division.
13. Oversee hiring new members.

CAPTAIN OF THE FIRE INVESTIGATION DIVISION

The rank of Captain is divided into subcategories for responsibility purposes. They are classified as Administrative Supervisor and Field Supervisor.

General duties of all supervisors include (but not limited to):

1. Visually reviewing each member for their fitness for duty, making sure they are present and in compliance with uniform, safety equipment, and protective equipment policies at the beginning of their shift.

The Administrative Supervisor is directly accountable to the Chief of Fire Investigations and responsible to do the following:

1. Manage daily office activities.
2. Designating fire investigation teams and assigning incidents for investigation.
3. Perform periodic inventories and inspections of all department equipment assigned to the Division.
4. Monitor the work performance of all assigned members.
5. Submit weekly and monthly reports on key metrics identified by the Chief of Fire Investigations.
6. Maintain investigative files, court files, and other departmental records.
7. Maintain timekeeping, attendance, daily/monthly overtime reports, and daily details.
8. Coordinate office schedules to ensure adequate office manpower is maintained.
9. Assist the Chief in identifying and correcting any office issues which can be resolved internally.
10. Review police reports and notify the Chief of Fire Investigations of crime trends/patterns and other matters that may need attention.
11. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.
12. Read, evaluate, and approve fire origin and cause reports written by members under their direct command.
13. Coordinate training of office personnel.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

14. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc. when a field supervisor is unavailable.
15. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

The Field Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

1. Monitor and evaluate field activities of all members under their direct command.
2. Submit weekly and/or monthly reports on fire activity and trends in their command area.
3. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
4. Read, evaluate and approve fire origin and cause reports written by members under their direct command. Conduct fire scene evaluations of undetermined fire investigations and provide a follow up report of their findings to the assigned investigator and Chief of the Fire Investigation Division.
5. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.
6. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

LIEUTENANT OF THE FIRE INVESTIGATION DIVISION

Investigative personnel (Lieutenants) are responsible for investigating cases assigned to them. Investigative personnel will use the current database to manage and track their caseloads and review departmental email. Investigative personnel shall assume any duties and responsibilities which may be delegated by the Chief of Fire Investigations, a captain of the division, or are set forth in the Detroit Fire Department rules, regulations, orders, policies, procedures, directives or guidelines including, but not limited to, the following:

1. Investigate fire incidents which have been assigned to them in order to determine the origin and cause of the fire.
2. Interview witnesses.
3. Identify, collect, record, and store evidence. Submit evidence for analysis to the appropriate agency.
4. Prepare a written report of each fire investigation conducted utilizing the most current method of reports adopted by the Detroit Fire Department.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

5. Prepare police reports detailing fire investigation status and determination utilizing the most current method of crime reporting within the Detroit Police Department.
6. Apprehend, interrogate and arrest arson suspects.
7. Testify in civil and criminal court proceedings.
8. Answer telephone, assist civilians and perform routine office related duties.
9. Enforce the laws of the United States, the State of Michigan, and the ordinances of City of Detroit.
10. Follow office procedures.



[REDACTED]

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

EFFECTIVE DATE 01/10/24	REVIEW DATE ANNUALLY		DIRECTIVE NUMBER 100
			☐ NEW DIRECTIVE ☒ REVIEWED

THE DETROIT FIRE INVESTIGATION DIVISION

GENERAL OPERATIONS

PURPOSE

The mission of the Detroit Fire Department is to protect lives and property through fire prevention, providing emergency fire and medical services, and providing public awareness and community outreach programs to reduce the occurrences of fires and fire related injuries and deaths to the citizens of Detroit.

The Detroit Fire Department Fire Investigation Division supports the mission of the Detroit Fire Department by investigating the origin and cause of fires and combating the crime of arson within the city of Detroit. Fire Investigators investigate fire incidents to determine the who, what, and why of fires; these origin and cause investigations provide insight into products or practices that create fire hazards, arson and arson related crime trends, children and juveniles experiencing fire setter curiosity or delinquency and so much more. The Fire Investigation Division interrupts the cycle of fires by apprehending arsonists and arson rings-increasing the risk of apprehension for persons considering committing arson. The identification of why and how fires occur as well as apprehending those responsible for setting fires aids the Detroit Fire Department with preventing the loss of life and destruction of property due to fire.

100.1 COMMAND STRUCTURE AND RESPONSIBILITIES

CHIEF OF THE FIRE INVESTIGATION DIVISION

The Chief of the Fire Investigation Division shall oversee the effective and efficient operation of all facets of the division and is directly accountable to the Executive Fire Commissioner or his designee. The Chief of the Fire Investigation Division is responsible for the following:

1. Ensure the enforcement of all applicable rules and regulations.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

2. Evaluate the performance of the Captains within the division.
3. Analyze reports submitted by the Captains of the division.
4. Prepare reports and conduct briefings on fire investigation and arson related issues.
5. Monitor training, budgets, discipline, overtime, sick time, and other issues which affect office personnel.
6. Develop strategies to increase the apprehension of arsonists.
7. Maintenance of all records regarding department equipment assigned to the division.
8. Perform regular reviews of the operation of the division.
9. Proper supervision of Non-sworn members assigned to the division.
10. Identify and pursue grant opportunities.
11. Manage grant programs including all necessary record keeping.
12. Liaison with outside agencies on behalf of the Fire Investigation Division.
13. Oversee hiring new members.

CAPTAINS OF THE FIRE INVESTIGATION DIVISION

The rank of Captain encompasses three responsibilities: general duties, administrative duties and field duties.

General duties of all supervisors include (but not limited to):

1. Visually reviewing each member for their fitness for duty, making sure they are present and in compliance with uniform, safety equipment, and protective equipment policies at the beginning of their shift.

Administrative Duties include but are not limited to:

1. Manage daily office activities.
2. Assign fire incidents to investigators for investigation.
3. Perform periodic inventories and inspections of all department equipment assigned to the Division.
4. Monitor the work performance of all assigned members.
5. Submit weekly and monthly reports on key metrics identified by the Chief of Fire Investigations.
6. Maintain investigative files, court files, and other departmental records.
7. Maintain timekeeping, attendance, daily/monthly overtime reports, and daily details.
8. Coordinate office schedules to ensure adequate office manpower is maintained.
9. Assist the Chief in identifying and correcting any office issues which can be resolved internally.
10. Review police reports and notify the Chief of Fire Investigations of crime trends/patterns and other matters that may need attention.
11. Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.
12. Read, evaluate, and approve fire origin and cause reports written by members under their direct command.
13. Coordinate training of office personnel.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

14. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc. when a field supervisor is unavailable.
15. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

Field Duties include but are not limited to:

1. Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.
2. Conduct fire scene evaluations of undetermined fire investigations and provide a follow up report of their findings to the assigned investigator and Chief of the Fire Investigation Division.
3. Execute the role and responsibilities of the Duty Officer, including evaluating incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

LIEUTENANT OF THE FIRE INVESTIGATION DIVISION

Investigative personnel (Lieutenants) are responsible for investigating cases assigned to them. Investigative personnel will use the current database to manage and track their caseloads and review departmental email. Investigative personnel shall assume any duties and responsibilities which may be delegated by the Chief of Fire Investigations, a captain of the division, or are set forth in the Detroit Fire Department rules, regulations, orders, policies, procedures, directives or guidelines including, but not limited to, the following:

1. Investigate fire incidents which have been assigned to them in order to determine the origin and cause of the fire.
2. Interview witnesses and take statements.
3. Identify, collect, record, and store evidence. Submit evidence for analysis to the appropriate agency.
4. Prepare a written report of each fire investigation conducted utilizing the most current method of reports adopted by the Detroit Fire Department/ Fire Investigation Division.
5. Prepare police reports detailing fire investigation status and determination utilizing the most current method of crime reporting within the Detroit Police Department.
6. Apprehend, interrogate and arrest arson suspects.
7. Testify in civil and criminal court proceedings.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

8. Answer telephone, assist civilians and perform routine office related duties.
9. Enforce the laws of the United States, the State of Michigan, and the ordinances of City of Detroit.
10. Follow office procedures.

100.2 GENERAL OFFICE PROCEDURES

The successful accomplishment of Divisional objectives and goals hinge not only upon quality investigations while in the field, but also upon effective and efficient office procedures. These procedures, such as office etiquette, early and effective communication regarding viable cases, accurate and timely activity logs, as well as checking email and voicemails daily, are the backbone of the divisions' overall continued successful operation. While it is the responsibility of the Captains, as supervisors, to manage the day to day office activities, it is the responsibility of everyone within the Division to contribute to this process by exhibiting professionalism in all areas of work, and at all levels of the Division.

More often than not daily shifts begin and end in the office. As such, some office tasks shall be completed daily. While every single task cannot be anticipated, the following is a list of tasks which should be addressed each day by the members within the Division:

- Sign in/out.
- Check email.
- Check voicemail, both department issued cell phone and desk phone.
- Return phone calls/address voicemails.
- Check tip line, and arson main phone for messages.
- Review activity logs.
- Check interdepartmental mail.
- Inspect vehicles.
- Inspect safety equipment.
- Complete fire investigation reports.
- Update relevant fire data systems.

100.3 DAILY ASSIGNMENTS

A supervisor shall evaluate fire scenes and determine their level of priority. Based on manpower, he will then place investigators in teams and give them assignments for investigation. A supervisor will then notify Central Office of their on-duty status, the time they will be off duty, and their area of responsibility. Investigators shall immediately notify a supervisor when they are presented with incidents outside of their prescribed assignments. In the event a supervisor is not available to give assignments (i.e. no supervisor on duty), this task shall be completed by the senior investigator and completed in a manner consistent with the policies of the Fire Investigation Division.

100.4 ACTIVITY LOGS

Activity logs are not optional. They must be completed, and they must be accurate and sufficiently descriptive to account for the days' work. Each investigator

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

shall complete an activity log specifying who their partner(s) was/ were or if they were working alone and shall be entered into the recognized database at the end of their shift. The purpose of activity logs are not to simply document the information for scene investigations. Activity logs shall include the activities of all members assigned on that team for that day, their pertinent contacts with the public, any office related issues, tasks completed, or tasks that may need to be done. The activity log is the **last** line of communication and a legal record of what occurred. Activity logs are not intended for requesting training, days off, etc. Supervisors shall review all of the activity logs of the personnel assigned to them and members generating activity logs shall prepare clear, concise, and detailed activity logs. Members will review the activity log and make the necessary corrections prior to submission for factual errors (i.e., arson unit codes, date, on duty/off duty times, phone numbers, DOB's, addresses, fire incident numbers, and police report numbers) and spelling. Activity logs not meeting this standard will not be accepted. Members should utilize good time management, returning to the office with enough time to complete the activity log prior to the end of their work shift. Notifications of burn injuries, status of burn injury victims, notifications of arrests, department vehicle accidents, fire investigator injuries, arrests or any other police action **SHALL BE DOCUMENTED** on the activity log if known. Documenting these occurrences on the activity log does not absolve the member from completing other necessary actions relating to the incident, i.e. completing police reports etc. or communicating information directly with their supervisor.

100.5 SCHEDULING

Schedules shall be distributed to all members via email or the recognized manner utilized to post schedules. Schedules will rotate every two months. Shift exchange, leave day changes, or other schedule changes will be allowed only upon approval of a supervisor.

100.6 REPORTING FOR DUTY

When reporting for duty all members shall report to their assigned work location no later than their scheduled time unless approved by a supervisor.

100.7 OVERTIME

Members shall immediately notify a supervisor if overtime is anticipated. Only overtime granted by a supervisor will be approved. Overtime for manpower, fire scene investigations, special events, members shall place themselves as available on the schedule and upon the necessity of overtime shall be selected on a rotating basis. If, when contacted, the member does not respond or turns the overtime down, the next available person shall be selected. The initial member however will fall to the bottom of the rotation. If no one is available for overtime, recall may be utilized using the members on the recall list. Mandatory overtime will be utilized when circumstances are anticipated and/or necessary for safe operation and assigned in reverse seniority utilizing the least senior certified investigator first. Supervisors utilizing this option must have given all members 24 hours notice before initiating mandatory overtime.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

100.8 NOTIFICATIONS

Investigators shall **immediately** notify the on duty supervisors and duty officer for incidents involving fatalities, critical civilian injuries, unusual incidents, and events that are potentially newsworthy. When working in teams notifications are the responsibility of the senior member of that team. Notifications shall be made verbally by phone and acknowledged by the supervisor. On duty supervisors or the duty officer will then relay that information to the Chief of Fire Investigations.

100.9 PERFORMANCE STANDARDS

In order to consistently deliver effective and efficient services to the citizens of the City of Detroit, the Detroit Fire Department, and the Fire Investigation Division; the performance of all members shall be subject to regular evaluation by supervision. Knowledge of policies and procedures, work output, work quality, and timeliness in the completion of duties will be the primary criterion. Evaluations should be conducted annually at a minimum. See *directive 400.1 Evaluation and Quality Control*. Evaluations will not be a part of the member's employee record. The purpose is to provide two way feedback to improve or expand on the member's performance and of that of their supervisor.

100.10 GROOMING and APPEARANCE

Members shall comply with the Detroit Fire Department's grooming standards and present a professional appearance to the public while conducting Department business.

100.11 UNIFORM

The daily work uniform of investigators shall be dress, khaki style, or cargo style pants along with a long or short sleeved shirt with collar, or a long sleeved sweater. Shirts, sweaters, and outerwear bearing the approved Detroit Arson Section or Detroit Fire Investigation Division insignia or shirts, sweaters, and outerwear with no insignia are acceptable. Shirts, jackets, sweaters or other clothing items bearing the insignia of other local fire departments, fire investigation entities, etc. are **not** acceptable. Ensembles with navy blue, olive drab, black, or khaki color schemes are most desirable. The member's clothing items shall be suitable to perform the duties that his current environment requires. Any member reporting for duty wearing jeans, shorts, excessively worn clothing, clothing which is not clean, or any other clothing items that present an unprofessional image or an image contrary to the mission of the Detroit Fire Department will not be acceptable.

Court attire shall be business professional or business casual dress. At a minimum consisting of either dress or khaki style pants along with a collared short or collared long sleeved dress shirt. If a member's department issued weapon is to be exposed their badge shall be worn at the waist level adjacent to the weapon or around their neck so that they are readily identifiable as law enforcement.

When operating in the field, proper safety equipment (Body armor, fully loaded department issued weapon with two fully loaded magazines, handcuffs, work boots,

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

tactical boots, etc.*)" shall be worn. At no time shall a non-sworn member carry a firearm while on duty. Immediate disciplinary action shall result if this is discovered.

All items of the uniform shall be presented in a manner that promotes cleanliness, neatness, and professionalism.

**See also Directive 300.3 Fire Scene Investigations: Safety Equipment*

100.12 EXPOSURE AND CONTAMINATION PROTOCOLS

If a member is exposed to airborne or blood borne pathogens, hazardous materials, infectious waste products, parasites, etc., they shall follow the Detroit Fire Department procedures and protocols for decontamination.

100.11 CONDUCT

All members of the Fire Investigation Division shall conduct themselves in a professional manner while on duty both within the office and in public. Discrimination, sexual harassment, and violence in the workplace will not be tolerated as outlined within the City of Detroit directives. Furthermore, as sworn officers under the Detroit Police Department all members are bound by and shall adhere to the conduct standard outlined by the Detroit Police Department guidelines and policies. Failure to adhere to these standards will subject the member to disciplinary action up to and including having their police powers removed and thus being removed from this division.

100.12 GRATUITIES AND OR PAYMENT FOR SERVICES

Members will not accept gratuities or payments from the public for services rendered during the normal discharge of their duties.

101.0 SICK AND ATTENDANCE CONTROL PROCEDURES

Members assigned to the Fire Investigation Division will adhere to the general practices of the Detroit Fire Department when utilizing sick time with the following exceptions:

101.1 PROCEDURE FOR CALLING OFF DUTY

Absence due to sickness must be called into the Operations Captain and, if not available, then the member's immediate supervisor two hours before the start of their shift.

101.2 RETURNING FROM SICK LEAVE

Members will contact a supervisor or the Chief before 0900 hours to be accepted by phone.

101.3 OVERTIME ELIGIBILITY

Members who are on Attendance Control at Step Two or above will not be eligible for overtime.

DETROIT FIRE DEPARTMENT FIRE INVESTIGATION DIVISION

101.4 MONITORING OF ATTENDANCE

It is the responsibility of the Operations Captain to monitor attendance of all members. The Operations Captain shall bring attendance issues to the Chief of Fire Investigations once they have been discovered.

The member on Attendance Control shall have their attendance reviewed the Monday of the pay week by the Operations Captain or, if not available, then the members immediate supervisor.

101.5 EMPLOYEE NOTIFICATION OF ATTENDANCE CONTROL

The employee and their union shall be notified in writing at each step of Attendance Control. A plan of action will be jointly developed with the employee upon being placed on Step 1 of Attendance Control.

This plan will consist of the following:

- Identify reasons for excessive absences or tardiness.
- Identify corrective measures.

101.6 NOTIFICATION OF POLICE CONTACT, POLICE INVESTIGATION, or ARREST

Any sworn member of this division who is arrested and/or has knowledge that they are or may be the subject of an investigation, by any government body or agency, except for minor traffic investigations, shall report this information, in writing, to their immediate supervisor and to the Chief of Fire Investigations, within twenty-four (24) hours. The report, which should be in writing, shall include the name of the government body or agency that is conducting, or has conducted the investigation and the nature of the investigation. Failure to make such notification will be considered a neglect of duty. The notification will not require an explanation by the member and this requirement shall not infringe on any constitutional rights protected by the United States Constitution or the Constitution of the State of Michigan. The Chief of Fire Investigations after receiving such information shall review the information and forward to Internal Affairs to determine if further action is required as it relates to policies within the Detroit Police Department. The Chief will also determine if the incident requires immediate action and will take those actions necessary to protect the division and department. The Chief will notify the member through the chain of command if disciplinary actions will follow.

	Jan 10, 2024
Dennis Richardson Chief of Fire Investigations	Date

EXHIBIT 2

Dennis Richardson

From: Dennis Richardson
Sent: Thursday, July 18, 2024 12:33 PM
To: KENNETH BUTLER 689
Subject: Additional information

I am writing this because I don't think I fully explained the situation in my division at the time of my interview. I was being asked a lot of questions about situations spanning over time periods where things in this unit were in a state of change and I may not have thoroughly explained. Hopefully this email can provide a bit of context and additional information to your investigation.

At the start of every shift a Captain reviews their manpower, reviews the list of assignments for that day, forms groups or teams of investigators and distribute the assignments. After that takes place a Captain is to provide me with a report (shift report) of the above usually via email. This has been in effect since late 2022.

The practice of working remotely was generally not allowed however I know there were occasions where allowances were made and discretion was used by supervisors - on occasion. The issue of working remotely or outside of the assigned work location developed when Captain Winston Farrow was noted as not being present at work during work hours or when dispatched to respond to a scene by our Central Dispatch. This occurred multiple times over a few months. It was brought to my attention by one of our Deputy Commissioners and I issued a rule stating that all supervisors were to be at their work location at the start of their shift. This took place sometime early in 2022. I requested his work swipes and noticed he would arrive at work 3-6 hours late at times or at the very end of his shift and some days he did not come in at all. I questioned the investigators assigned to his shift and it was stated that Captain Farrow would contact one of them by phone and "check in" around their start time. I questioned him on this issue and he stated he had to take care of his mother. I informed him that he should request FMLA for that instead of not being present during his work shift and for a while it appeared as though he was arriving and departing on time.

Near the fall of 2022 I did a spot check on his attendance and observed that he had resumed reporting to work irregularly. I expanded my search to include all investigators of my unit and I observed that this was a wide spread issue. When I checked payroll to see how they were signing in and or out I noticed several investigators along with Captain Farrow and Captain Dixon were not signing in and or out regularly and the Administrative Captain (Rance Dixon) would sign them in and or out when payroll was to be completed. Shortly after I ordered all supervisors to produce a "shift report" and have it sent to me at the beginning of their shift. Captain Farrow never produced a report for his shift. I issued an updated policy in Jan 2023 about reporting for duty, the supervisors duty for inspecting their investigators at the start of the shift, and held several office meeting stating the same. In April 2023 I did another spot check and saw that the practice was persisting and I noticed that sign in and out locations were outside of the city of Detroit network (via IP addresses) meaning they were not at work when they signed in and/or out. This was done by a large portion of investigators, Captain Farrow, and Captain Dixon. There were attempts to address Captain Farrow's lack of supervision and he was disciplined for neglect of duty and insubordination which occurred at the same time and I was instructed to prefer charges on this incident after he had served that penalty. Captain Dixon was warned in writing that this conduct would not be tolerated and upon the next instance he would face disciplinary action. I would check his work sporadically and it appeared he was following policy. It wasn't until my conversation with you in February of this year that I discovered that he was not following the policy. Charges were then preferred against Captain Dixon.

I am aware that working remotely was done by supervisors and a fair amount of investigators under their command. As I stated earlier, for investigators it was allowed - with reason and with the permission of their supervisor only.

If you need me to discuss things further and or provide you with documentation I would be glad to do so.

Dennis Richardson

Chief of the Fire Investigation Division

Detroit Fire Department

1301 Third St.

Detroit, MI 48226

313-596-2946

Follow us on Facebook at **Detroit-Fire-Investigation**

Report Arson Anonymously at

<https://forms.scoutcms.com/DetroitFire>

or via email at arsontips@detroitmi.gov



**Detroit
Fire Department**

EXHIBIT 3

Dennis Richardson

From: Dennis Richardson
Sent: Wednesday, December 22, 2021 8:45 AM
To: Rance Dixon
Subject: RE: Operations Captain Duties

There is Ultipro training courses held every week. Check the schedule and attend the training. I believe you have attended a supervisors training session once before. If you need a refresher make sure you get that done as soon as possible.

Dennis Richardson
Chief of the Fire Investigation Division
Detroit Fire Department
1301 Third St.
Detroit, MI 48226
313-596-2946
Follow us on Facebook at [Detroit-Fire-Investigation](#)
Report Arson Anonymously at
<https://forms.scoutcms.com/DetroitFire>
or via email at arsontips@detroitmi.gov



From: Rance Dixon <DIXONR5409@detroitmi.gov>
Sent: Wednesday, December 22, 2021 8:32 AM
To: Dennis Richardson <RICHARDSOND@detroitmi.gov>
Subject: RE: Operations Captain Duties

Chief, understood; however, as I have never done payroll before, I will need you walk me through it to ensure I am doing it correctly.

From: Dennis Richardson <RICHARDSOND@detroitmi.gov>
Sent: Tuesday, December 21, 2021 10:24 PM
To: Rance Dixon <DIXONR5409@detroitmi.gov>
Subject: Operations Captain Duties

The role of supervision is the cornerstone and key to the direction and success of this division. I hold supervisors at high regard and expect the individuals who are in that position to carry themselves in the same manner. At the end of your shift Wednesday, December 1, there were 27 scenes that had not been addressed nor did you make an effort to address the situation. You have continually displayed a lack of awareness and/or concern for the things you are directly responsible for. For over a year now, I personally have trained you for the position that you now hold and I have outlined numerous times what I expect and how to do it. This conduct is unacceptable.

Below is an excerpt from our Standard Operating Guide - 100 General dated January 17, 2021:

The Administrative Supervisor is directly accountable to the Chief of Fire Investigations and responsible for the following:

Manage daily office activities.

Assign fire incidents to investigators for investigation.

Perform periodic inventories and inspections of all department equipment assigned to the Division.

Monitor the work performance of all assigned members.

Submit weekly and monthly reports on key metrics identified by the Chief

Maintain investigative files, court files, and other Departmental records.

Maintain timekeeping, attendance, daily/monthly overtime reports and daily details.

Coordinate office schedules to ensure adequate office manpower is maintained.

Assist the Chief in identifying and correcting any office issues which can be resolved internally.

Review police reports and notify the Chief of Fire Investigations of crime trends/ patterns and other matters that may need attention.

Provide service to citizens whether initiated by telephone, in-person or via written communication in a courteous and professional manner.

Read, evaluate, and approve fire origin and cause reports written by members under their direct command.

Coordinate training of office personnel.

Respond to and provide field supervision at large or complex scenes such as multiple fire fatalities, explosions, hazardous material fires, fires with active shooters, and fires which result in severe injuries or fatalities to first responders and civilians etc.

Execute the role and responsibilities of the Duty Officer, including evaluating the incidents and making determinations of response needs, coordinating the response of necessary office personnel, responding to the scene, providing necessary supervision, authorizing any additional equipment required, creating a synopsis of the incident for the Chief.

Effective Monday December 20, 2021 you are removed from the Duty Officer position until further notice. You are to surrender your department vehicle for take home use. Department vehicles will only be used while on duty.

By the end of your shift on your next work day (Wednesday December 22, 2021) you are to submit in writing an explanation as to why you failed to address the assigned scenes that were outstanding during the time period of Wednesday December 1-Friday December 3, 2021.

Furthermore, effective immediately you shall complete the following tasks at the defined interval:

Quality Control - Review and approve/reject **all** entries, **all** reports, etc. made by investigators in accordance to the policies set forth in our SOG's. All entries/reports will be marked reviewed by you and dated either in Scout or on the report. **This is to be done daily.**

Review Sungard and Moblan reports. Approve / reject and assign according to priority. **This is to be done daily.**

Review all activity logs for important information and adherence to DPD policies. **This is to be done daily.**

Scene Verification – All undetermined scenes will be further examined for follow up such as statements, obtaining video etc. You will address those issues. **This is to be done daily.**

Visually inspect trouble areas (areas with multiple fires within a close proximity, areas with a long record of fire incidents, etc.). **This is to be done weekly.**

Payroll – You will complete the payroll for all investigators. **This can be done daily, weekly, or biweekly but no later than 930am on Monday.**

Weekly productivity report – You will author your supervisor's report and submit it to me no later than **11am EVERY Monday.**

Weekly Statistics report – You will compile and author the weekly statistics and submit an ACCURATE report to me no later than **11am EVERY Monday.**

Monthly Statistics report – You will compile and author the monthly statistics and submit an ACCURATE report via Smartsheet. **This is to be done no later than the third day of every month.**

Your schedule is 7am-3pm. You will take your one hour lunch break before 1pm unless there is a situation or justifiable reason why you need to continually take a lunch at 2pm.

At this point you should be well versed in what your role and responsibilities are as Operations Captain. You have been trained to the level you are expected to perform for over a year. Going forward I will be holding you and all other supervisors accountable for failing their duties.

Dennis Richardson

Chief of the Fire Investigation Division

Detroit Fire Department

1301 Third St.

Detroit, MI 48226

313-596-2946

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or via email at arsontips@detroitmi.gov



Dennis Richardson

From: Rance Dixon
Sent: Wednesday, December 22, 2021 2:51 PM
To: Dennis Richardson
Subject: Letter of Explanation

Pursuant to your email dated 12/22/2021 regarding operations captains duties and the explanation as to why I failed to address outstanding scenes during the time period of Wednesday Dec 1, 2021 to Friday December 3, 2021. The only explanation I can give is that in attempting to coordinate manpower so that the division had shift coverage due to low manpower because of men being off on J's and vacation that I was remiss in monitoring the amount of unaddressed scenes during that period. Going forward, this will not happen again and I will be sure to alert you of high scene numbers. In order to ensure this, what would be the prerequisite number that would deploy our men to prevent the numbers from reaching that level? For example, from December 13, 2021 to the present day, there were 19 unassigned cases. This was prior to anyone going out and doing scenes.

Regards,

Capt. Rance D. Dixon
Captain of Operations
Detroit Fire Department
Fire Investigation Division
1301 Third St.
Detroit, Mi 48226
Desk: 313-596-2944
Cell: 313-804-3719
Report Arson Anonymously at
<https://forms.scoutcms.com/DetroitFire>



Dennis Richardson

From: CHARLES SIMMS
Sent: Monday, December 12, 2022 11:08 AM
To: Dennis Richardson
Subject: Re: Assessments

I would recommend to prefer charges if he's not performing the basic duties of Captain. The repercussions of him failing to perform his duties will be loss of pay up to dismissal which is totally based on his receptiveness to your orders and direction.

Not only is his behavior exhausting to the division but his inactions are disturbing the goals and demeaning the expectations of the division. This gives more credence to correcting the behavior no matter how long he has remaining.

In a perfect world, I prefer not to effect one of our members this way during their last year of retirement however we have to remember we are here to service the citizens of Detroit by completing our basic job functions which he is not doing.

Regards,

Yours for a New Detroit!

From: Dennis Richardson <RICHARDSOND@detroitmi.gov>
Sent: Sunday, December 11, 2022 2:31:21 PM
To: CHARLES SIMMS <SIMMSC@detroitmi.gov>
Subject: Assessments

I have notified Winston on two separate occasions that there are over 60 assessments that have not been done. The latest was last Monday via email. To date he has not completed any assessments nor has he made any effort to do so. When I return from vacation, if these scenes have not been done I will be taking him down on charges. At this point it is questionable whether the task can be completed in enough time to meet the end of year mandate of 100%.

I expect as his retirement date approaches this type of behavior will become more and more prevalent as there will be no real repercussion for insubordination. Even with taking him down on charges or being tardy etc., he is well aware of how to play the system.

I would greatly appreciate some personal advice and/or direction. This type of behavior is detrimental to the unit and exhausting to continually deal with.

Thank you.

Dennis Richardson
Chief of the Fire Investigation Division
Detroit Fire Department
1301 Third St.
Detroit, MI 48226
313-596-2946
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or via email at arsontips@detroitmi.gov



**Detroit
Fire Department**

Dennis Richardson

From: Dennis Richardson
Sent: Friday, November 17, 2023 10:12 AM
To: OMAR DAVIDSON; Rance Dixon; Matthew Crouch (crouchm6158@detroitmi.gov)
Subject: Shift Reports and other things
Attachments: SHIFT REPORT.docx

Gentlemen,
I have attached the format of the shift report.
Going forward use this form when submitting.

Review the previous shifts activities and Scout entries at the beginning of each shift and make assignments accordingly. ALL investigations are to have completed modules at the end of their shift. If you review this daily it helps the overall performance of the division and also reduces the amount of work you have to do for your weekly productivity report. I've been reviewing Scout entries and they are not consistent and barely contain any valuable or actionable information. Our mission is to figure out why a fire has occurred. The steps we took to complete this task should be noted in Scout. Without this documentation it appears we aren't investigating anything but instead just doing overrated field assessments. We are better than that and more valuable than what we're showcasing. Recognize there is value of our work and our worth!

There must be a canvass done at every fire investigation. The addresses of the canvass will be noted in Scout as well. For all undetermined fires there must be a detailed explanation as to why the fire is undetermined. If follow-up is needed, that must be explained in detail – IN SCOUT - so that you can assign that task to another investigator. You should all communicate with each other and with me. I've noticed that communication among supervisors is either non-existent or obscure at times. Communication is very important to meet the goals of this division and for awareness in general. We are a team. Culturally within the fire department there has been a division amongst investigators, supervision, and myself cultivating a "us vs them" environment. This has to stop. We pave the way for those that will follow us. If we are not successful we will fail them. It's upon us as top tier managers to relay that message - from the top down not just in words but by our actions as well. If at any time, if any of us fail at our responsibility or neglect our responsibilities we're breaking the team. If we stand by and allow that behavior in others, we're breaking the team. Let's not break the team but instead build it and work to make it better.

We will have more discussions in regards to tweaking our operations in the future I am sure. I have hope and confidence that this is the best team since the inception of this division. You should too and dare anyone to change your mind.

Dennis Richardson

Chief of the Fire Investigation Division
Detroit Fire Department
1301 Third St.
Detroit, MI 48226
313-596-2946

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EXHIBIT 4

EX 4

DETROIT FIRE DEPARTMENT

CHARGE

To: Rance Dixon
(Name of Member)

Date: February 20, 2024

Charge: Refusal to obey proper orders from immediate supervisor (G.R. 5.4)
(Rule or Rules Violated)

SPECIFICATION: (description of violation, including date(s) of occurrence).

On January 29, 2024 it was discovered that Captain Rance Dixon repeatedly signed in and out from unauthorized locations and/or used unauthorized devices to sign in and out between April 2023 and January 28, 2024. Captain Dixon performed these actions more than seventy (70) separate occasions during the period listed above. This is in violation of direct orders from the Chief of Fire Investigations to Captain Dixon.

Charges preferred by:

Dennis Richardson / Chief
(Name/Rank)

Fire Investigation Division
(Div/Batt/Co)

NOTICE OF OPPORTUNITY TO RESPOND TO CHARGE

To: Rance Dixon Captain Fire Investigation Div is to appear before
(Name) (Rank) (Div/Batt/Co)

Chief Percy Allen at 0900 on February 26, 2024
(Name) (Hours) (Date)

at 7th Floor North Conference Room to be given an opportunity to respond
(Location)

to the Charges set forth above before a decision on discipline is rendered.

DECLINED TO SIGN MC
Received by: _____
(Signature of Member)

On: 2/22/24 1910
(Date)

Notifying Supervisor: Matthew Crouch
Supervisor Signature

MATTHEW CROUCH CAPT
Supervisor's Printed Name and Title

NOTICE OF POTENTIAL DISCIPLINARY ACTION

The member having first been duly notified of the Charge(s) against him/her, and having first been given an opportunity to respond to the Charge(s), the member and the DFFA are hereby given this Notice of Potential Disciplinary Action:

Finding (Guilty/Not Guilty): _____

Recommended Penalty: _____

Retention Period: _____

NOTICE TO MEMBER: The recommended penalty set forth above will become the final disciplinary disposition unless the member, individually or through the DFFA, appeals to a Preliminary Hearing within 7 days of the member's receipt of this Notice of Potential Disciplinary Action. If an appeal to a Preliminary Hearing is made, the collective bargaining agreement provides: "The Deputy Commissioner or his/her designee presiding over the Preliminary Hearing will have the authority to rescind, reduce, affirm, or increase any disciplinary penalty."

Date of Receipt by Member

Signature of Member

Request for Preliminary Hearing (initial your choice) : _____ ; _____
YES NO DATE

PRELIMINARY HEARING

Date of Preliminary Hearing: _____

Preliminary Hearing conducted by: _____
(Printed Name and Rank)

Disposition rendered at Preliminary Hearing:

Finding (Guilty/Not Guilty): _____ Penalty: _____

NOTICE TO MEMBER: If the penalty set forth above is a 24-hour suspension or less, the member has no further right of appeal *unless* granted the right to further appeal by the Executive Fire Commissioner, upon request made by the member or the DFFA.

If the penalty set forth above is greater than a 24-hour suspension, the member, with the concurrence of the DFFA has the right to appeal to expedited arbitration under Article 10(F) of the contract by making written notice of appeal to the Department within 3 days of the Preliminary Hearing.

Date of Receipt by Member

Signature of Member



Detroit Fire Investigation Division
City of Detroit Fire Department
Detroit Public Safety Headquarters

1301 Third Street
Detroit, MI 48226
(313) 596-2940

February 20, 2024

On Monday, January 29, 2024 it was discovered that Captain Rance Dixon was not at his work location during his shift. It was also discovered that Captain Rance Dixon was not at his work location at the start of his shift on Friday January 26 and Sunday January 28, 2024. After a review of Captain Dixon's timesheet it was discovered based on this IP activity, that he signed in and out from a location outside of the City of Detroit network on January 26 and January 28, 2024 (IP 12.187.125.6). Captain Dixon used his work computer to sign in and or out from home. Further review showed that Captain Dixon had done this on multiple occasions.

On April 25, 2023, I issued a direct order to all members of the Fire Investigation Division including Captains and Lieutenants alike, that they were only to sign in and out from their work location using their department issued computers. This was to stop the abuses that were discovered throughout the division especially at the Captain level. Captains are to submit to me a written document at the beginning of their shift attesting that the members assigned for that shift were present, they observed them, and they were fit for duty. Between April 25 and May 12 Captain Dixon complied with the order. Afterwards, he continued with his previous course of conduct of signing in and or out from outside his work location or his home. The dates are listed below:

May 2023: 5/13, 5/18

June 2023: 6/2, 6/3, 6/16, 6/18, 6/19, 6/22, 6/23, 6/24, 6/30

July 2023: 7/2, 7/3, 7/4, 7/7, 7/8, 7/13, 7/14, 7/15, 7/16, 7/20, 7/21, 7/23, 7/28, 7/29, 7/30, 7/31

August 2023: 8/3, 8/4, 8/6, 8/12, 8/13, 8/26, 8/27, 8/29

September 2023: 9/1, 9/3, 9/5, 9/8, 9/9, 9/10, 9/11, 9/15, 9/16, 9/19, 9/29, 9/30

October 2023: 10/1, 10/6, 10/8, 10/9, 10/13, 10/18, 10/19, 10/20

November 2023: 11/10, 11/11, 11/12, 11/13, 11/17, 11/20, 11/24, 11/25, 11/26, 11/27, 11/28

December 2023: 12/1, 12/2, 12/10, 12/11, 12/13, 12/19, 12/24, 12/25, 12/26, 12/28

January 2024: 1/1, 1/3, 1/26, 1/28

The pattern of occurrences show Captain Dixon generally repeated this behavior on days or times when I was either not in the office or was off for that day. Based on his actions, Captain Dixon - having been ordered to only sign in or out from his work location and using his work computer – acknowledged the order, but refused to obey the order.

Enclosed I have attached the following:



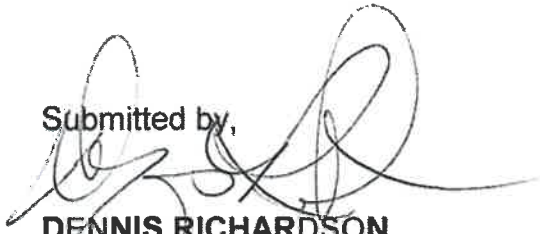
**Detroit
Fire Department**

Detroit Fire Investigation Division
City of Detroit Fire Department
Detroit Public Safety Headquarters

1301 Third Street
Detroit, MI 48226
(313) 596-2940

1. Order to all members to only sign in and out from work location using work computer dated April 25, 2023.
2. Order to submit a letter of explanation regarding his failure to obey the above order, and the letter of explanation from Capt. Dixon regarding not following the order.

Submitted by,



DENNIS RICHARDSON
Chief of Fire Investigations

Dennis Richardson

From: Dennis Richardson
Sent: Tuesday, April 25, 2023 10:24 AM
To: Rance Dixon; OMAR DAVIDSON; Farrow, Winston (farroww@detroitmi.gov); Andrew Schwedler (schwedlera7226@detroitmi.gov); Christopher Kish; Darnell Rogers; DEVON FRANKLINSMITH 9809; HARRISC2759 (HarrisC2759@detroitmi.gov); Jamel Mayers (mayersj3291@detroitmi.gov); James Hill-Harris (hill-harrisj6480@detroitmi.gov); John Davis (davisj7597@detroitmi.gov); Joseph crandall (crandallj@detroitmi.gov); Martez Dixon; Matthew Crouch (crouchm6158@detroitmi.gov); Theodore Copley (copleyt8096@detroitmi.gov)
Subject: Reporting for Duty, Signing in and out & Department vehicles

Please review the following:

1. Effective immediately, anyone not on recall is not allowed to utilize a department vehicle off duty. This includes Captains and Lieutenants alike. Anyone issued a department vehicle and is not on recall shall return the vehicle and keys to Captain Dixon upon their next scheduled work day at the beginning of their shift.
2. Per Division policy, Supervisors are to inspect the members on duty at the beginning of their shift. **All** members are expected to be at their work locations at the start of their shift and fit for duty. All members are to **sign in and out** from their work locations using their work computers. Signing in from a cell phone or other unauthorized device is not permitted. This policy has been discussed at previous meetings and you all have acknowledged as such (review our division's policies). Effective immediately - if there is a violation of this policy all involved members will be held accountable this included Lieutenants and Captains.

Dennis Richardson
Chief of the Fire Investigation Division
Detroit Fire Department
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Detroit, MI 48226
313-596-2946
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Dennis Richardson

From: Rance Dixon
Sent: Thursday, February 1, 2024 9:58 PM
To: Dennis Richardson
Subject: RE: Letter of Explanation

This is in response to your email dated 02/01/2024 12:59pm regarding four specific points.

1. As you know 01/25 is my anniversary date for DFD. My classmate Dennis Hunter invited all of us in the class of 01/25/1999 to the Axemen Club to celebrate our 25th anniversary on The Department. I attended briefly as I was working that night 7p – 5a; I arrived around 7:30pm and stayed approximately 20 minutes. However, I don't recall being out of uniform as I was on duty.
2. Admittedly I ran several minutes behind both days; however, I did not fail to supervise the members under my command.
3. Upon my arrival to work, the members under my command were present and fit for duty.
4. As stated above, I was running behind so I signed in on my work computer outside of my assigned work location.

Regards,

From: Dennis Richardson <RICHARDSOND@detroitmi.gov>
Sent: Thursday, February 1, 2024 12:59 PM
To: Rance Dixon <DIXONR5409@detroitmi.gov>
Subject: Letter of Explanation

You are to provide me a letter of explanations for the following:

1. Why were you outside of your work location and out of uniform during your shift on Thursday Jan. 25 as per division policy.
2. Why you failed to be present at your work location at the start of your shift on Friday Jan 26 and Sunday Jan 28 2024 thus failing to supervise the members under your command.
3. Why you authored a written document stating that you were present and verified the members of your shift were present and fit for duty when you yourself were not.
4. Why you signed in for your shift at a location outside of your assigned work location on Friday Jan 26 and Sun Jan 28, 2024 as required by division policy.

You are to have this letter completed and sent to me by the end of your Thursday Feb 1 shift.

Dennis Richardson
Chief of the Fire Investigation Division
Detroit Fire Department
1301 Third St.
Detroit, MI 48226
313-596-2946
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EXHIBIT 5

Dennis Richardson

From: Dennis Richardson
Sent: Monday, February 26, 2024 1:33 PM
To: Charles Simms (simmsc@detroitmi.gov); ROBERT STOKES 3217; Reginald Jenkins
Subject: Supporting your Chiefs

Sirs,

With all due respect please consider the following:

This morning Capt Rance Dixon's charges were heard by Chief Percy Allen. Both charges were dismissed by Chief Allen because, according to him, he didn't have any information on hand to understand the background information. Before I started typing these charges I asked some of you if I could be present when the charges were heard. I was told that I could be however today I was told I could not. This is no uniformity in disciplinary actions I myself have seen this process change three times in the past year.

Captain Dixon is the second captain from my division I have had to take down on charges within the last year. I do not use charges as the primary means to correct unwanted behavior, it is generally the last resort and the offenses they were accused of were not minor infractions. Yet on both occasions, for some reason, they received absolutely NO consequence for their actions. This is sending a clear message throughout my division that there is NO accountability aside from the Chief's position. Commissioners, I was appointed to run this division in accordance with your vision of the fire department. It is hard to do this job to your standards when those under your command can not be held accountable and they are well aware of it. Since I have been Chief I have made attempts to address issues which -if left unchecked- would have the potential to become a problem for this department, issues where the conduct of one of my members was in opposition to your vision, or where the conduct of one of my members was beneath the standard I expect from them. In those times while I may have gone into the situation believing I had the support of this administration at some point that support disappears, shifts, or doesn't remain steady and we are made to feel as though it was our fault that it happened. What happened today is an example of that. Along with the feeling of lack of support there is also an erosion of trust and an element of disrespect.

Thank you for your time.

Dennis Richardson

Chief of the Fire Investigation Division
Detroit Fire Department
1301 Third St.
Detroit, MI 48226
313-596-2946

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EXHIBIT 6

From: [Dennis Richardson](#)
To: [Rance Dixon](#)
Subject: RE: Letter of Explanation
Date: Thursday, February 9, 2023 2:23:00 PM
Attachments: [image002.png](#)
[image003.png](#)

While some members may have had issues with signing in and out on a sporadic basis there were multiple members who summarily just did not sign in or out. These are the members I am concerned with. How can you be accountable for the people you supervise when they do not sign in or out regularly? It is your job to ensure members are fit to duty and also that they are accounted for. This is nothing new to supervision.

Consider this your final warning as it relates to supervisor tasks. What is expected of you has been clearly outlined in our policies. I expect you to uphold and enforce those policies.

Dennis Richardson

Chief of the Fire Investigation Division

Detroit Fire Department

1301 Third St.

Detroit, MI 48226

313-596-2946

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From: Rance Dixon <DIXONR5409@detroitmi.gov>
Sent: Thursday, February 9, 2023 2:14 PM
To: Dennis Richardson <RICHARDSOND@detroitmi.gov>
Subject: Letter of Explanation

Good afternoon. This email is in response to your email titled "letter of Explanation" dated Wednesday February 8, 2023. I take accountability for signing members in and out in an effort to ensure proper payment. However, there was a misunderstanding on my part concerning members submitting something in writing to you regarding issues with signing in or out. Members had been sending me emails when they were having issues. In order to ensure compliance with this order going forward, I have sent an email to all members stating that if they are unable to sign in or out, an email is to be sent to you, but copied to me, so that you will be aware in real time of members not signing in or out. I hope this will rectify any issues concerning this as we all strive for excellence.

Regards,

EXHIBIT 7



Todd A. Bettison
Chief of Police

D.P.D. 568

INTER-OFFICE MEMORANDUM INTERNAL AFFAIRS

Date

November 27, 2024

To: Commander Michael L. McGinnis, Professional Standards Bureau (Through Channels)

Subject: **INTERNAL AFFAIRS CASE# 23-083**
LIEUTENANT JAMES HILL-HARRIS (FIRE DEPARTMENT)
ASSIGNMENT: ARSON – DETROIT FIRE DEPARTMENT
ALLEGATION: TIME FRAUD

From: Sergeant Kenneth Butler, Internal Affairs

INTRODUCTION

On November 14, 2022, the City of Detroit Office of the Inspector General (OIG), opened an investigation into allegations that Lieutenant James Hill-Harris, assigned to Detroit Fire Department (DFD) Arson, had committed extensive time fraud. The OIG investigation uncovered evidence that Lieutenant Hill-Harris submitted a large amount of hours that he was unlikely to have worked.

The OIG provided copies of Lieutenant Hill-Harris' payroll records, electronic activity logs and key card swipe data records from the Detroit Public Safety Headquarters (DPSH), where Lieutenant Hill-Harris was assigned as an Arson investigator. The documents revealed several dates where Lieutenant Hill-Harris submitted for and was paid, despite leaving DPSH several hours previously.

INTERNAL AFFAIRS ASSIGNMENT

On September 14, 2023, IA Case 23-093 was assigned to me, Sergeant Kenneth Butler, badge S-669, assigned to Internal Affairs, with a due date of December 14, 2023. The investigation was delayed due to the submission of cellular phone records, mapping, and many Garrity interviews as well as the Miranda statement made by Lieutenant Hill-Harris.

INVESTIGATION

The following is a synopsis of the dates in question that were provided by the OIG:

November 23, 2022: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-2am. DPSH key card access showed him arriving to work at 7:58am and leaving at 1:43pm with no further card swipes.

December 5, 2022: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-2am. DPSH key card access showed him arriving to work at 7:50am and leaving at 11:08am with no further card swipes.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 2

From: Sergeant Kenneth Butler, Internal Affairs

December 7, 2022: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-2am. DPSH key card access showed him arriving to work at 7:52am and leaving at 3:05pm with no further card swipes.

December 12, 2022: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-2am. DPSH key card access showed him arriving to work at 7:58am and leaving at 1:13pm with no further card swipes.

December 14, 2022: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-2am. DPSH key card access showed him arriving to work at 8:05am and leaving at 12:40pm with no further card swipes.

February 5, 2023: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-10pm. DPSH key card access showed him arriving to work at 7:50am and leaving at 12:44pm with no further card swipes.

February 13, 2023: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He did not submit overtime hours. DPSH key card access showed him arriving to work at 7:06am and leaving at 12:51pm with no further card swipes.

April 13, 2023: Lieutenant Hill-Harris' normal working hours were 7am-5pm. He submitted overtime hours from 5pm-10pm. DPSH key card access showed him arriving to work at 7:04am and leaving at 10:36am with no further card swipes.

Furthermore, the records documented that Lieutenant Hill-Harris submitted overtime on 19 dates between November 19, 2022 and April 5, 2023, where there were no records of card swipes at DPSH at all.

A review of the City of Detroit employee phone records documented that Lieutenant Hill-Harris was assigned a department cellular phone with the number (313) 804-3676, registered to a Verizon Wireless account.

On October 6, 2023, I requested and was granted a search warrant for cellular records regarding Lieutenant Hill-Harris' personal cellphone. The warrant was signed by the Honorable Judge William Giovan, of Third Circuit Court. The signed warrant was served to Verizon Wireless.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 3

From: Sergeant Kenneth Butler, Internal Affairs

On November 29, 2023, I received the cellular records from Verizon Wireless. I provided the records to Sergeant Robert Wellman, badge S-1095, assigned to Internal Affairs, for GPS mapping analysis. I compared Lieutenant Hill-Harris' payroll records, electronic activity logs and key card swipe data records from the Detroit Public Safety Headquarters (DPSH).

Date	Working Hours on Schedule	First Map in City	First Map at DPSH	Last Map at DPSH	Last Map in City	DPSH SWIPE DATA	Notes
11/18/2022	7a-5p	8:08a	8:27a	10:27a	12:54p	8:20a,11:46a	Home at 3:07p
11/19/2022	8a-8p	8:27a	None	None	11:57a	None	Home at 12:43p, 7:13p, 1:53p and 4:45p mapped in City
11/20/2022	8a-8p	8:18a	None	None	5:21p	None	Home at 12:46p, 1:15p, 6:45p-7:15p
11/23/2022	7a-2a		12:56p			7:58a, 1:43p	Home from 3:54p-6:54p
11/25/2022	8a-8p	8:08a	1:08p	7:07p	7:07p	None	None
11/26/2022	8a-8p	7:58a	7:58a	8:20p		None	None
12/02/2022	7a-2a	8:20a	8:20a	8:20p-3:38am	3:38a	None	17 mapped calls at home from 9:49a-9:27p
12/05/2022	7a-2a	7:38a	7:50a	11:25a	11:25a	7:50a, 11:08a	Home or out of city 11:46a-1:23p, 4:17p-6:00p
12/07/2022	7a-2a	7:45a	7:52a	3:05p	4:06p	7:52a,3:05p	Home at 4:51p and 1:24a
12/10/2022	8a-8p	8:19a	None	None	1:11p	None	12:39p, 6:29p mapped at home
12/12/2022	7a-2a	7:38a	7:58a	1:13p	3:31p	7:58a,1:13p	Home from 5:50p-10:19p
12/14/2022	7a-2a	7:55a	8:05a	12:40p	2:03p	8:05a,12:40p	Home at 7:16a, 7:22a.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 4

From: Sergeant Kenneth Butler, Internal Affairs

12/14/2022 (cont)							Out of city 3:33p-4:04p, Home at 4:07p, 6:02p
12/17/2022	7a-6p	9:13a	7:57a	11:48a	5:18p	7:57a, 11:48a	1:24p-2:02p, out of city, 3:00p-4:44p at home, 5:26p- 5:53p out of city
12/18/2022	7a-5p	9:23a	9:23a	4:02p	4:02p	9:23a, 11:05a	11:27a, 1:26p, 1:58p all mapped at home
12/24/2022	7a-5p	8:03a	10:49a	11:41a	12:49p	10:49a, 11:41a	1:52p out of city
12/26/2022	7a-2a	8:35a	8:35a	12:00p	12:00p	7:45a, 12:00p	1:59p-7:55p mapped at home
12/30/2022	7a-5p	8:43a	10:25a	12:41p	12:41p	10:25a, 12:42p	1:46p mapped at home
12/31/2022	7a-5p	None	None	None	None	None	7:22a – 2:15p mapped at home
01/01/2023	7a-11a	9:37a	None	None	10:16a	None	8:14a home, 10:55a out of city
01/06/2023	9a-2a	9:05a	9:11a	2:53p	2:53p, 8:06p, 2:24a	9:11a, 11:22p	3:16p 4:04p out of city
01/07/2023	1p-1a	12:49p	12:49p	8:57p	8:57p	None	None
01/13/2023	5p-2a	5:26p	None	None	None	5:26p, 9:21p	Mainly at Schoenher and Masonic (Regina High School) entire shift.
01/14/2023	1p-1a	2:09p	None	None	7:35p. 10:56p	None	2:07p, Schoenher and Masonic

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 5

From: Sergeant Kenneth Butler, Internal Affairs

01/20/2023	7a-5p	7:51a	7:51a	2:18p	2:18p	7:51a, 2:10p	3:37p, 4:07p mapped at home
01/22/2023	7a-5p	2:16p	2:16p	2:16p	2:16p	None	10:05a, 12:50p, 3:29p mapped at home
01/28/2023	1p-1:30a	1:43p	1:43p	2:09a	2:09a	None	None
02/04/2023	4p-2a	4:25p	5:51p	9:26p	11:20p	5:54p-9:26p	None
02/05/2023	7a-10p	7:50a	7:50a	12:44p	12:44p, 4:46p, 7:26p	7:50a, 12:44p	Home at 3:10p. Out of city 4:52-4:56p.
02/10/2023	8a-6p	9:02a	9:02a	4:11p	4:11p	9:02a, 2:50p	3:15p, 3:28p, 3:45p, 4:11p, out of city, 6:05p mapped at home
02/11/2023	9a-2p	9:28a	9:28a	12:15p	12:15p	None	9:44a 15 Mile and Schoenher
02/12/2023	8a-6p					None	No Data
02/13/2023	6:38a-10:00p	7:06a	7:06a	9:25p	9:25p	7:06a, 12:51p	6:05p 15 Mile and Schoenher
02/14/2023	6:47a-6:26p	7:19a	7:19a	3:25p	3:25p	7:19a, 10:54a	4:05p, 15 Mile and Schoenher
02/25/2023	6:51a-5:00p	7:07a	7:07a	3:18p	4:25p	7:07a, 12:10p	1:25p Schoenher and 12 Mile
03/03/2023	7a-5p	6:52a	6:52a	7:11a	3:29p	6:53a, 7:11a	3:39p. 3:56 out of city, 4:13p mapped at home
03/04/2023	6:51a-5p	7:20a	7:20a	1:42p	1:42p	7:20a, 10:03a	
03/17/2023	8a-6p	8:27a	8:27a	2:16p	2:16P	8:27a, 3:09p	3:30p-4:55p mapped out of city

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 6

From: Sergeant Kenneth Butler, Internal Affairs

03/18/2023	9a-7p	9:22a	9:22a	9:43a	3:50p?	9:22a, 9:43a	10:54a, 4:54p, 5:09p mapped at home, 7:03p out of city
03/19/2023	8a-6p	9:50a	None	None	3:50p?	None	10:53p, 3:50p out of city, 4:53p mapped at home
03/24/2023	5:30a- 2:30p	6:35a	None	None	1:06p	None	1:49p mapped at home
03/25/2023	7a-5p	7:06a	8:58a	1:31p	1:31p	8:58a, 1:31p	8:08a, 4:16p mapped at home
03/31/2023	9a-2p	None	None	None	None	None	9:02a-12:28p mapped at home
04/01/2023	7a-5p	7:49a	7:49a	1:01p	4:48p	7:49a, 1:01p	7:10a, 11:14a – home, 2:43p – out of city
04/02/2023	10a-5p	No data	No data	No data	No data	None	One map 11:13a- home
04/05/2023	3:30a- 8:00a/11a- 2p	5:27a	5:27a	11:27a	11:27a	None	3:37a, 5:11a, 11:00a, 11:10a – at home
04/12/2023	8a-1p	8:18a	8:18a	11:04a	11:04a	8:18a, 11:04a	12:15p - home
04/13/2023	7a-10p	7:04a	7:04a	2:31p	2:31p	7:04a,10:36a	Home at 4:06p-5:52p
04/22/2023	6a-2a	8:20a	10:28a	2:20p	11:02p	10:28a, 2:20p	3:55p-4:49p – home, 5:07p- 11:02p – in city.

The mapping showed that, at minimum, Lieutenant Hill-Harris submitted for hours worked where he would have been home or out of the city. Due to the fact that he is a scene investigator, he was given the benefit of the doubt anytime he was within city limits that he was working and all hours that did not have any mapped data points were given in his favor as well.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 7

From: Sergeant Kenneth Butler, Internal Affairs

AUDIO/VIDEO REVIEW

None.

CANVASS

None.

EVIDENCE

- Activity Logs (**Documents 5-1**)
- Ultipro Timekeeping (**Documents 5-2**)
- Payroll Register (**Documents 5-3**)
- DPSH Key Card Swipe History (**Documents 5-4**)
- Overtime Excel Record (**Excel file on DVD**)
- T-Mobile Search Warrant and Records (**Document 7-1, DVD**)
- Verizon Search Warrant and Records (**Document 7-2, DVD**)

WAYNE COUNTY PROSECUTOR'S RECOMMENDATION

On October 31, 2024, an Investigator's Report was submitted to the Wayne County Prosecutor's Office (WCPO) for review. Lieutenant Hill-Harris was the named defendant. (**Document 7-3**)

GARRITY STATEMENT

Chief Dennis Richardson, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded interview Captain William Sims, assigned to Internal Controls, and I conducted with Chief Richardson on February 1, 2024, at 10:00 am, located at the Internal Affairs office.

Chief Richardson stated he was previously interviewed regarding overtime usage with the auto-grant in 2020 or 2021 when he was still a Captain. He stated nothing was substantiated at that time. He stated after that investigation changes were made in the unit such as requiring people to accurately document their work on the actual time and day it occurred. Previously, if they came across an abandoned vehicle during their normal shift, they could add the time at the end of their shifts, which would then be extended. The auto-grant was suspended for a time but had now been back in use. Chief Richardson stated that, to his knowledge, members should not be banking hours and submitting for overtime on the auto-grant without being there.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 8

From: Sergeant Kenneth Butler, Internal Affairs

Chief Richardson stated that Lieutenant Hill-Harris is a Fire Investigator but also has additional responsibilities, such as youth fire starters-safety, internal unit training for new unit members, and the auto-grant. Chief Richardson stated that at some point Lieutenant Hill-Harris would work overtime as EMS. He stated that when Lieutenant Hill-Harris would work overtime as EMS, his time for payroll would still come through the Arson unit.

Chief Richardson stated that Lieutenant Hill-Harris' current supervisor was Captain Omar Davidson but it was previously Captain Dixon. Chief Richardson stated that, at one point during Covid, Lieutenant Hill-Harris was allowed to work from home. He stated that there would not be a reason for Lieutenant Hill-Harris to be working from home from 2022 until present but a Captain could allow it without informing him. Chief Richardson stated that there was an issue with members working from home, such as retired Captain Winston Farrow, and members assigned to him. Lieutenant Hill-Harris was assigned to him at one point.

Chief Richardson stated that Captain Dixon typically did their unit time and payroll but he would spot-check it at times. He stated that several members submitted overtime but in their Ultipro system, there would be an explanation for the hours submitted that would have to be approved by Captain Dixon. He stated overtime would be generated due to a lack of manpower, or the youth fire-starters, or for recall. He stated that Lieutenant Hill-Harris was on the recall team and would be recalled regularly.

Chief Richardson stated it was possible that Lieutenant Hill-Harris would take pictures at a tow yard during his normal working hours due to urgency so that the vehicle is not destroyed or returned to the owner, but the actual other work associated would have been done after his normal shift and submitted for the auto-grant. He stated if someone put on their activity log that they did auto-grant work for a particular vehicle, it was a wide breadth of work and some may have been done during working hours but other on overtime.

Chief Richardson stated that if an investigator determined a fire was incendiary, they were required to complete a RMS report. He stated it was a unit wide problem with investigators not completing their reports. He stated that there are gaps in reporting due to delays in determining if a fire was incendiary or not. He stated the lack of reporting was a supervision issue.

Chief Richardson stated that generally, the investigators are in the field for the majority of their shift. He stated that three of their four days would typically be spent out in the field and the other may be in the office doing their paperwork. Chief Richardson stated there should not be a reason they would not come to the office at all though on a working day.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 9

From: Sergeant Kenneth Butler, Internal Affairs

Chief Richardson stated he had not observed Lieutenant Hill-Harris to have attendance issues with not being in the office. I asked Chief Richardson about the mapping records that showed Lieutenant Hill-Harris was at home during working hours. Chief Richardson stated that he would not know if Lieutenant Hill-Harris was allowed to work from home by his supervisor. He stated it was possible he could do reports on his laptop from home. He stated that Captain Dixon would have been his supervisor in 2023. He was only recently assigned to Captain Davidson.

I then went over the payroll and timekeeping documents with Chief Richardson. He stated that the times can be generated from a computer or from the swipe machines at the office. He stated that Lieutenant Hill-Harris did not have access to change the times in the system and time changes would have been made by Captain Dixon. Chief Richardson stated he has had numerous conversations with Captain Dixon about how he records times. He stated that the standing order was that if a member was going to be late, they were supposed to make a phone call or send an email. Chief Richardson stated he checked on times when Captain Dixon signed members in or out and there was no explanation why. He stated it was ongoing problem he was having with Captain Dixon.

Chief Richardson stated that there was supposed to be daily unit briefings such as assigning cases to his members that were working that day.

Chief Richardson stated there was a fire investigation class to outside agencies that was a paid position by the Public Safety Foundation. He stated that when Lieutenant Hill-Harris teaches the class, he would be off-duty and not paid by DFD. Chief Richardson stated there was a time when members were submitting overtime for teaching when the class first started in 2018 but the practice was stopped but reverted back to be an overtime position at different points as well. Chief Richardson stated that they did not double-dip and were only reimbursed for out-of-pocket expenses, such as lunch or supplies, which they would have to submit an invoice to receive.

Chief Richardson stated he turned over activity logs and overtime sheets for Lieutenant Hill-Harris and other members to the OIG's office.

Chief Richardson stated that Lieutenant Hill-Harris' additional responsibilities were things that other investigators did not want to do. He stated that if they were not involved in other tasks, they would not know why Lieutenant Hill-Harris would be doing work differently than them. He stated they had monthly unit meetings where he has tried to explain this to the members of the unit and that the supervisors had allowed the discourse to happen. He stated that the past couple of years he has had issues with the supervisors of the unit.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 10

From: Sergeant Kenneth Butler, Internal Affairs

Chief Richardson stated he has been working with Lieutenant Hill-Harris at Arson since 2011. He stated he had not seen Lieutenant Hill-Harris engage in what he would describe as time-fraud and anything he had done was common practice in the unit prior to the first Internal Affairs investigations several years prior. He stated they changed their practices at that point. From then on, he stated he had not seen Lieutenant Hill-Harris engage in any practices that appeared to be time-fraud. He stated he is not as intimately involved since being promoted to Chief.

Chief Richardson stated there were times where he had called him and Lieutenant Hill-Harris was maybe taking his daughter to school and had not talked to Captain Dixon. He stated that Lieutenant Hill-Harris' daughter went to Renaissance High School and at one point was taking her to school regularly, which caused him to be late. He stated sometimes Lieutenant Hill-Harris would stay late to make up the hours but did not know for sure if he was told to do so.

Chief Richardson stated that, to his knowledge, banking auto grant work during normal hours and submitting for overtime was not a process that occurred within the Arson unit.

Chief Richardson stated that all of the unit underwent training on how to properly document their activity logs but it has not been adhered to and the lapses have been accepted by the supervisors.

Chief Richardson stated that for their scout system for reporting, the required modules are completed off the system and then uploaded when completed.

I asked Chief Richardson about the email he wrote on April of 2023 with unit directives such as department vehicle use and barring the process a member using their cellphone to sign in or out of work. Chief Richardson stated that during the COVID pandemic, members could sign in and out of work through their cellphones because some there were members who worked from home. He stated internally it was a problem, such as now retired Captain Farrow, who was at home during work and not responding to scenes. Chief Richardson stated that the email was more in regards to Captain Farrow.

I showed Chief Richardson the activity logs submitted by Lieutenant Hill-Harris. He stated that there was varying degrees of detail on the logs between members. I asked him if an address listed on the log indicated they physically went to the location and he stated that he would think they did. He stated that if he was a Captain, he would not have accepted the activity log submitted by Lieutenant Hill-Harris due to the lack of detail. Chief Richardson stated he was dealing with the supervisors not enforcing his policies.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 11

From: Sergeant Kenneth Butler, Internal Affairs

Chief Richardson stated he felt that the situations are not isolated to Lieutenant Hill-Harris and other members also have issues. He stated it was a division issue with how the supervisors are failing in their duties. Chief Richardson stated that when he tried to discipline supervisors, it goes to the level above him. He stated that any time he alerted his bosses of Captain Farrow's behavior, nothing happened. He stated it was an example of what he had to deal with when addressing his Captains.

I asked Chief Richardson about his friendship with Lieutenant Hill-Harris and if he allowed him to get away with things that other members would not be. He stated there was no truth to that and although Lieutenant Hill-Harris was his friend outside of work, at work was different. He stated that he himself never engaged in fraudulent practices. He stated that he had even clashed with Lieutenant Hill-Harris over his work performance. He stated that about six (6) years ago, he issued Lieutenant Hill-Harris a 29 day suspension, which was served. He stated he did not let Lieutenant Hill-Harris get away with anything.

Captain Rance Dixon, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded interview Sergeant Pengelly and I conducted with Captain Dixon on February 8, 2024, at 9:37 am, located at the Internal Affairs office. Captain Dixon appeared with his Union Representation, Lieutenant John Davis, assigned to the Arson Unit. Lieutenant Davis was present for the reading of the Garrity rights but was excused during the interview due to the potential he could be interviewed at a later time as a member of the unit. Captain Dixon was afforded the opportunity to call for a new representative but waived that right.

Captain Dixon stated he was the direct supervisor of Lieutenant Hill-Harris for a period of time. He stated Lieutenant Hill-Harris was reassigned to another Captain recently but was not sure if Lieutenant Hill-Harris was assigned to him when he was first promoted to Captain in 2021. He stated Lieutenant Hill-Harris was assigned to him in 2022 and 2023.

Captain Dixon stated the process for a member to submit overtime was to list their supervisor as the submitting member and the Chief would have final say if the time was authorized. He stated they would fill out the SmartSheet and give the reason for the overtime and he would authorize it before going to the Chief.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 12

From: Sergeant Kenneth Butler, Internal Affairs

Captain Dixon stated that Lieutenant Hill-Harris was also the trainer for new members in the unit and training was supposed to be done during working hours. Captain Dixon stated he could not recall Lieutenant Hill-Harris putting in overtime specifically for training purposes. He stated that Lieutenant Hill-Harris submitted overtime frequently, typically during every pay period. Captain Dixon stated Lieutenant Hill-Harris would work overtime as EMS as often as he could, sometimes a shift or two per week.

Captain Dixon stated he had done the unit's payroll for the past couple of years. He stated nothing stood out to him about the time that was submitted by Lieutenant Hill-Harris. He stated that he looked it as any overtime that ended up on the SmartSheet was already approved, so he was good.

Captain Dixon stated that he told members of the unit that they could text him when they were not able to punch in or out so he could correctly do the payroll. He stated that Lieutenant Hill-Harris would send him a message to adjust his time every pay period. Captain Dixon stated that if he did not receive a message he would call Lieutenant Hill-Harris. He stated he did that for every member.

Captain Dixon went over the payroll records with me. He stated that if the time did not match with the punches on Ultipro, he would manually make the change on the record. He stated that members were not supposed to sign in online through the Ultipro system. He stated that Lieutenant Hill-Harris did have a department laptop but was not able to make payroll changes to his own profile. He stated he would have to manually change the shift times for Lieutenant Hill-Harris for multiple shifts per week.

Captain Dixon stated that he did not authorize Lieutenant Hill-Harris to work from home. He stated that there were days that he was late or out on a scene and could not punch in at the office. Captain Dixon stated that Lieutenant Hill-Harris was not on recall more than other people in the unit.

Captain Dixon stated that activity logs were submitted through the SmartSheet and he was supposed to check the member's logs every day. He stated that his interpretation was that if Lieutenant Hill-Harris listed an address on his activity log, it meant he went to that physical location. He stated that Lieutenant Hill-Harris was supposed to add notes into the module for the scene with whatever work he did and what the determination was. He stated that there was no consistency with how members in the unit completed their activity logs.

Captain Dixon stated he was responsible for ensuring that Lieutenant Hill-Harris was completing his modules. He stated that at one point, Lieutenant Hill-Harris was one of the main culprits for not completing his work.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 13

From: Sergeant Kenneth Butler, Internal Affairs

Captain Dixon stated, to his knowledge, he did not submit time for hours that he did not work. He stated that they only had daily morning briefings if there was a big case that day. He stated that it was up to the member if they took their laptops home with them on a daily basis. He stated that he has seen Lieutenant Hill-Harris take his laptop home from time-to-time.

Captain Dixon stated there is not a process for members to bank hours during working hours and submit it later as overtime. He stated that it has happened un-officially for the auto grant but could not recall specially if Lieutenant Hill-Harris did it. He stated he did not see the practice done recently but it did happen in the past.

Captain Dixon stated he was aware of the Public Safety Foundation training that Lieutenant Hill-Harris and Chief Richardson did. He stated that he did not see any overtime submitted by Lieutenant Hill-Harris for conducting the training. He stated that the members were compensated by the class.

Captain Dixon stated he did not have any conversations with Chief Richardson about Lieutenant Hill-Harris's working hours or attendance. He stated that Chief Richardson did not instruct him to look out for or show favoritism to Lieutenant Hill-Harris. He stated that everyone was held to the same standard but he did know that Lieutenant Hill-Harris and Chief Richardson were friends. Captain Dixon stated that their friendship did not affect his ability to manage Lieutenant Hill-Harris. He stated he did not have final say though and Chief Richardson could do things differently.

Captain Dixon stated there had been complaints made to him about Lieutenant Hill-Harris not taking cases when he was doing training. Captain Dixon stated that when he was a Lieutenant there were complaints of Lieutenant Hill-Harris committing time-fraud. More recently, he had heard complaint from Captain Crouch that Lieutenant Hill-Harris was not there when he was supposed to be. Captain Dixon stated that to his knowledge, the complaints were not passed on to Chief Richardson. He stated that when he talked to Lieutenant Hill-Harris about it, he would say that he was running late or out on a scene.

Captain Dixon stated there were a lot of days that Lieutenant Hill-Harris was not at work and he would have to call and ask him where he was at. He stated that there was no conversation about Lieutenant Hill-Harris staying later when he came to work late. He stated that there was no written documentation of Lieutenant Hill-Harris' excessive lateness to work. He stated he was not trying to write people up and did not recall him being late that much on his shift. Captain Dixon stated that members were supposed to report back to the office and punch out before leaving for the day.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 14

From: Sergeant Kenneth Butler, Internal Affairs

Captain Dixon stated a lot of people would say there was favoritism shown by Chief Richardson to Lieutenant Hill-Harris because of their friendship but he personally was never directed by Chief Richardson to show any favoritism.

Captain Dixon stated that Lieutenant Hill-Harris was the administrator for the auto grant because none of the Captains wanted the responsibility. He stated that Chief Richardson gave Lieutenant Hill-Harris the responsibility. Captain Dixon stated he did not want it because he had too much on his plate.

Captain Matthew Crouch, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded interview Sergeant Pengelly and I conducted with Captain Crouch on February 22, 2024, at 10:14 am, located at the Internal Affairs office. Captain Crouch waived representation during the interview.

Captain Crouch stated that he had been at Arson since 2008 and became a Captain in November of 2023. He stated it was accurate that there had been questions about Lieutenant Hill-Harris' time for several years. Captain Crouch stated that specifically, Lieutenant Hill-Harris was not present to respond to a scene and he could not get a hold of him and would often show up late as if he was coming from somewhere else that seemed like it would have been out of the city. Captain Crouch stated he also seen instances where Lieutenant Hill-Harris had submitted overtime for days or scenes that he worked that Captain Crouch did not recall seeing Lieutenant Hill-Harris there.

Captain Crouch stated there was discussion with supervision about Lieutenant Hill-Harris not making the scene or being absent and as far as he knew, it had never been addressed. He stated there was an instance when another member, Mike Carroll believed he saw Lieutenant Hill-Harris working as a security officer at the Federal Building when he was supposedly working at Arson at the same time. There was another incident where a member was talking to Lieutenant Hill-Harris on the phone and heard him speaking to another person cutting his grass and stated he was at home. Captain Crouch stated they were not supposed to leave the city during their shift. Captain Crouch stated they were once at a fatal scene (several years ago) and Lieutenant Hill-Harris was supposed to be on recall but was actually in Chicago and could not respond to a scene.

Captain Crouch stated that when Lieutenant Hill-Harris was actually on a scene, he did a good job and he enjoyed working with him. He stated that Lieutenant Hill-Harris and Chief Richardson are friends and they own property together and go on vacations together. He stated that Lieutenant Hill-Harris has special privileges and gets away with things that other members of the unit do not.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 15

From: Sergeant Kenneth Butler, Internal Affairs

Captain Crouch stated that when he was a Lieutenant, most of the work day was spent out in the street investigating fire scenes. He stated that he and Lieutenant Crandall do the most fire scenes, but do not do a lot of vehicle investigations. He stated that Lieutenant Hill-Harris may handle two to three investigations in the same time they handled seven to eight.

He stated there were times when Lieutenant Hill-Harris would submit photos that were clearly taken during daylight hours but overtime was submitted for evening hours. He believed that Lieutenant Hill-Harris was banking the work for overtime. Captain Crouch stated there was not an accepted practice of banking work during normal hours and then submitted the work as overtime but he saw it happen. He stated that the report for work could be submitted at any time but the activity log should accurately capture the time a member said they were at a scene. Captain Crouch stated he had been at work and saw photos that were uploaded into their system by Lieutenant Hill-Harris where he was at home and not actually in the office. Captain Crouch stated that there was no point where they were allowed to work from home.

I went over the activity logs submitted by Lieutenant Hill-Harris and Captain Crouch stated that they were supposed to be more detailed in what the members did on the scene. He stated that Lieutenant Hill-Harris is in charge of training and the youth fire setter program as well as the administrator for the auto grant. He stated that on dates where Lieutenant Hill-Harris might have duplicate scenes, it would be for training purposes. He stated that an investigation should typically be one day but if there is follow up, the scene can be on multiple activity logs. Captain Crouch stated that any overtime has to be approved by Chief Richardson.

Captain Crouch stated that Lieutenant Hill-Harris is the administrator on several programs within the unit and he did not do the job very well. He stated that they had to come back and cover for or fix Lieutenant Hill-Harris' other work. He stated there were instances where Lieutenant Hill-Harris investigated a fire and took no action and then there was a second fire at the location. He stated Lieutenant Hill-Harris had poor work practice.

Captain Crouch stated they have been in meetings where Chief Richardson stated. "let's be honest. All of us make over a hundred thousand," and four of them were looking around like, "what are you talking about?" He stated the union told them that Lieutenant Hill-Harris made \$140,000 the previous year when there was a discussion about stand by time.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 16

From: Sergeant Kenneth Butler, Internal Affairs

Captain Crouch stated that in December of 2023-January 2024, when he was the supervisor of Lieutenant Hill-Harris on night shift, he had no issues with him and he was there with them the whole time. He stated he had not written up Lieutenant Hill-Harris. He stated that the only time he knew of Lieutenant Hill-Harris being disciplined was for a time he wrongfully used the Law Enforcement Information Network (LEIN). He stated Lieutenant Hill-Harris was out of the unit for a month or two and working at a different unit.

Captain Crouch stated that Lieutenant Hill-Harris did work EMS overtime. He stated that the overtime worked as EMS was still approved by Chief Richardson or Captain Dixon. He stated that Lieutenant Hill-Harris had recently been submitting overtime under the auto theft grant for assigning or sorting the vehicles.

Lieutenant Joseph Crandall, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded interview Sergeant Pengelly and Lieutenant Marc Deluca, badge L-7, assigned to Internal Affairs, conducted with Lieutenant Crandall on April 18, 2024, at 8:52 am, located at the Internal Affairs office. Lieutenant Crandall waived representation during the interview.

Lieutenant Crandall confirmed that he authored an email to Internal Affairs regarding the time-fraud committed by Lieutenant Hill-Harris. He stated that the culture of their officer led to silencing and that if one of them went down, they were all guilty and would all go down. Lieutenant Crandall stated that Chief Richardson called a meeting after members began to be interviewed for this investigation (third week of March) and indicated that they were not all sticking together. Lieutenant Crandall stated that Chief Richardson said to them that he had done things in the past like staying with his kids when he was supposed to be at work. Lieutenant Crandall stated that he felt that Chief Richardson was basically saying that because he did such things, he had to condone Lieutenant Hill-Harris doing the same. He stated that Chief Richardson also called Lieutenant Hill-Harris his best friend in the meeting. Lieutenant Crandall stated he had also spoken to Commissioner Sims about this issues in the unit, but described his response as "lip service."

Lieutenant Crandall stated the auto-grant abuse was one of the biggest issues when he got to the unit in 2008 and members would bank work during the regular hours and then submit the work as overtime. Lieutenant Crandall stated he did not submit overtime for work he did not do and he remained in the city if he was on auto grant time.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 17

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Crandall stated he became aware of the investigation into Lieutenant Hill-Harris from now-retired Captain Winston Farrow. Lieutenant Crandall stated that in the past few months, he had seen Lieutenant Hill-Harris being held to a more strict standard and he started working EMS overtime instead of Arson work.

Lieutenant Crandall stated that Lieutenant Hill-Harris was manipulative of Chief Richardson. He stated that they used to have squad meetings back in 2009 where Chief Richardson would get upset and he would try to take him out to calm him down. He stated that Commissioner Sims babied Chief Richardson and Lieutenant Hill-Harris attached himself to Chief Richardson when he came to the unit. Lieutenant Crandall stated that Lieutenant Hill-Harris failed his psychological exam for the police certification. He stated that Lieutenant Hill-Harris was allowed to stay in the unit despite the failure. He stated that Lieutenant Hill-Harris got preferential treatment from Chief Richardson.

Lieutenant Crandall stated that starting 5-10 years ago, Lieutenant Hill-Harris would disappear during the day. He stated that Lieutenant Hill-Harris told him he was getting his teeth cleaned but was actually getting his degree at Wayne County Community College (WCCC). He stated he heard that Lieutenant Hill-Harris worked as a security officer at the federal building while he was supposed to be working. He stated that he arrives for work when he feels like, if at all.

Lieutenant Crandall stated that Lieutenant Hill-Harris was assigned as a trainer for new members to the unit and was treated as an administrator. He stated that he assigned new members training work on the computers and then left the office for the day.

Lieutenant Crandall stated that there was a day (unknown in last two years) where Lieutenant Hill-Harris told him he was going to stay at home and to call him if anything popped up. Lieutenant Crandall stated he had to call him and tell him to come into work. He stated that Lieutenant Hill-Harris consistently would show up to work late or not come in at all. He stated that he heard that Captain Farrow had tried to address Lieutenant Hill-Harris and was ostracized for it and moved to night shift. Lieutenant Crandall stated he had not seen the current captains address any of the issues outside of making them now go out with partners.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 18

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Crandall stated that Lieutenant Hill-Harris submitted several days of overtime under the auto grant and they did not recall seeing him there. Lieutenant Crandall stated that Lieutenant Hill-Harris' investigations were weak and he would have limited to no information for his cases. He stated that back when Lieutenant Hill-Harris was going to school, he would assign himself a dwelling fire and take pictures from several angles and then assign a second "rekindle" case to cover his day of work.

Lieutenant Crandall stated that he had spoken to Lieutenant Hill-Harris about what he does and he would say things along the lines of if he did not get caught, he was right, or if he did not sign his activity logs, he could be held responsible for it.

Lieutenant Andrew Schwedler, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded interview I conducted with Lieutenant Schwedler on May 16, 2024, at 9:50 am, located at the Internal Affairs office. Lieutenant Schwedler waived representation during the interview.

Lieutenant Schwedler stated he was assigned to Arson in 2012 but left and then came back in 2014. He stated he was assigned out to the union as of December 2023.

Lieutenant Schwedler stated their job at Arson was to investigate the origin or cause of a fire and to investigate circumstances or persons involved in setting fires. He stated they usually work as a pair of two (2) investigators. He stated cases are either picked off of a sheet by the investigator or a supervisor could assign a specific case. Lieutenant Schwedler stated there would be about five to fifteen fires on the sheet on an average day. He stated that typically an investigator could assign the cases to themselves in the report systems.

Lieutenant Schwedler stated that both partners were supposed to respond to a fire scene. He stated that it depended on who you were working with and the supervision if that would happen. He stated that some of the investigators like to go out by themselves but the emphasis had changed to partners for safety reasons. He stated it had varied over the years. Lieutenant Schwedler stated that the current policy is to work with a partner. He stated he had not seen someone addressed or disciplined for not going out with a partner.

Lieutenant Schwedler stated that he was only partnered a few times with Lieutenant Hill-Harris. He stated that Lieutenant Hill-Harris had been training new members to the unit and if he worked with him, there also would be a trainee.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 19

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Schwedler stated he had never been allowed to work from home. He stated he was not aware if they were ever allowed to work from home. He stated that during Covid, they were working remotely from other locations inside of the City of Detroit.

Lieutenant Schwedler stated that their day shift hours were 7a-5p and the afternoon shift used to be 4p-2a but it was changed to 7p-5a. Lieutenant Schwedler stated they would rotate shifts. He stated that it seemed to him that whenever Lieutenant Hill-Harris was supposed to work the night shift, he would be back on day shift to accommodate the training.

Lieutenant Schwedler stated that it was more often than not that Lieutenant Hill-Harris was not at work when he was supposed to be. Lieutenant Schwedler stated he would often see trainees doing computer assignments in the office. He stated that at one point the Arson training was moved to the academy and he would not see Lieutenant Hill-Harris at all. He stated that Lieutenant Hill-Harris was supposed to still be in rotation for case assignments when he was doing training.

Lieutenant Schwedler stated that Lieutenant Hill-Harris was given a lot of autonomy to do what he wanted within the unit and it had been a point of contention with the rest of the members of the unit. Lieutenant Schwedler stated they expressed their frustrations to supervision but he never saw Lieutenant Hill-Harris being addressed regarding it. Lieutenant Schwedler stated that he felt the supervisors did not feel they could address it because Lieutenant Hill-Harris and Captain Richardson were best friends. Lieutenant Schwedler stated it was not possible that the supervisors were not aware of Lieutenant Hill-Harris' attendance issues. He stated that it was a surprise if Lieutenant Hill-Harris came to work on time.

Lieutenant Schwedler stated he did not recall if Lieutenant Hill-Harris was ever suspended for thirty days. He stated he was not aware of any suspension where you would still be working and not getting paid. He stated there would be a discipline process and a charge hearing for a suspension of that level. He stated that a twenty-nine (29) suspension was the harshest penalty they could get short of termination.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 20

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Schwedler stated that they were supposed to document their activities on activity logs. He stated that there had been conversation within the unit on being more detailed with the logs. I asked him about activity logs that only list addresses but no other information or timestamps. He stated he had seen it but never seen it addressed by supervision. He stated he did not know if the activity logs were reviewed by higher supervision. Lieutenant Schwedler stated he did not know if he ever saw supervision address Lieutenant Hill-Harris specifically regarding his activity logs. He stated that the majority of the time, Lieutenant Hill-Harris failed to complete his work by the end of the work day. He stated Chief Richardson will address the whole unit as if it was their issue but never addressed Lieutenant Hill-Harris directly.

Lieutenant Schwedler stated that they take their own photos when they investigate a scene. I discussed the issue of banking auto investigations for overtime. He stated he had seen it happen and saw Lieutenant Hill-Harris upload photos that were taken during regular hours and the activity logs would not reflect that he went and took photos of the vehicle. Lieutenant Schwedler stated they were never told that it was okay to bank auto investigation to later submit as overtime. Lieutenant Schwedler stated that Lieutenant Hill-Harris had been in trouble for overtime on the auto grant in 2015 but he did not know if anything came of it. Lieutenant Schwedler stated that Lieutenant Hill-Harris currently was the assigner of the auto grant for the unit. He stated that he was the first person holding the rank of Lieutenant who was in charge of the grant and it previously was a Captain or above.

Lieutenant Schwedler stated that they were only allowed to work overtime outside of the unit either at the Training Academy or as EMS. He stated that he had been told that Lieutenant Hill-Harris worked overtime as EMS.

Lieutenant John Davis, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded Garrity interview Sergeant Pengelly and I conducted with Lieutenant Davis on July 18, 2024, at 8:02 am, located at the Internal Affairs office. Lieutenant Davis waived representation during the interview.

Lieutenant Davis stated he was aware that there was an investigation and although he tried to keep his ear away from it, he knew it pertained to overtime fraud committed by Lieutenant Hill-Harris. He stated that Lieutenant Hill-Harris has spoken to him and basically said, "We all do the same thing." Lieutenant Davis stated that he told Lieutenant Hill-Harris, "No. I don't know or care what you do."

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 21

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Davis stated that he had been in the unit for nine (9) years and there was not a time where they were allowed to work from home. He stated that during Covid they worked out of the boat-house or Ladder 14.

Lieutenant Davis stated that the process of signing in and out of Ulti-pro was tricky at first and they needed bosses to do it and some of them had to use their phones to sign in until Chief Richardson told them they could no longer do that and that they needed to email a captain with time changes.

Lieutenant Davis stated that he had worked the auto grant on overtime. He stated that when they first started the grant, they were allowed to work several days of overtime but put it one time sheet but were later told that they had to document the overtime on the date that they did it and that they would need to put more detail in the activity log. He stated since Covid, they had not been allowed to stack overtime.

Lieutenant Davis stated he had not been present at any meeting in the past three (3) years were they were told they could work from home or stack overtime and specifically were told that they could not do that.

Lieutenant Davis stated that he had noticed Lieutenant Hill-Harris not being at work all the time and more than other members of the unit. He stated there were instances where he could not get ahold of Lieutenant Hill-Harris during working hours. Lieutenant Davis gave an example of a scene were juveniles had set a fire and Lieutenant Hill-Harris was on-duty and he stated he would be there shortly but never showed up to interview the juveniles. He stated that incident was about 2-3 years ago but that situation had happened multiple times. Lieutenant Davis stated it was known amongst the unit that Lieutenant Hill-Harris was often missing from work.

Lieutenant Davis stated that when Chief Richardson was upset, he would address the unit as a whole but not to the individual. He stated he did not know if Lieutenant Hill-Harris was addressed on his own or not. He stated he did not see any discipline first-hand and he never saw Lieutenant Hill-Harris to be suspended. Lieutenant Davis stated the only person he saw address Lieutenant Hill-Harris was retired Captain Farrow.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 22

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Christopher Kish, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded Garrity interview Sergeant Pengelly and I conducted with Lieutenant Kish on July 25, 2024, at 8:04 am, located at the Internal Affairs office. Lieutenant Kish waived representation during the interview.

Lieutenant Kish stated he was aware that there was an investigation into Lieutenant Hill-Harris. Lieutenant Kish stated he had been at Arson since fall of 2021. He stated he had a few month training program that was done by Lieutenant Hill-Harris. He stated they did a few weeks of class work on reports or papers and then moved onto field investigations. Lieutenant Kish stated that at first he was not sure what was normal but they would do their scenes in the morning until lunch before going back to the office and he would often not see Lieutenant Hill-Harris again the rest of the day.

Lieutenant Kish stated after he completed training, he had been paired up with Lieutenant Hill-Harris. He stated there were some times when he felt that Lieutenant Hill-Harris should have been in the city working and he was not. He stated there was a school fire and they were both supposed to respond. Lieutenant Kish stated he made the scene and they identified the juvenile suspects. He stated he called Lieutenant Hill-Harris about it and he told them he was walking into the gym at home. He stated that Lieutenant Hill-Harris was in charge of the youth fire-starters program. Lieutenant Kish stated he thought that incident occurred in the summer of 2022.

Lieutenant Kish stated he did not think the issues have ever been addressed by the supervision. He stated there was an incident where he got in trouble for investigating a suspected arsonist on his own and it bothered him when he would later call Lieutenant Hill-Harris for scenes and he would not show up. Lieutenant Kish stated there was an incident where Lieutenant Hill-Harris was supposed to be with him and when he called him, he was with Chief Richardson.

Lieutenant Kish stated they were never allowed to work from home and he had never been present at a meeting where they were told they could work from home. He stated that he had worked on the auto-grant and the act of banking or stacking overtime was contradictory of how the grant worked. He stated that they were not told that banking or stacking hours was okay.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 23

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Kish stated that since this investigation came about, Lieutenant Hill-Harris' attendance had improved about "300%." I asked him why Lieutenant Hill-Harris would list him as someone that could vouch for his statements. He stated that it was almost like Lieutenant Hill-Harris had been talking about things just to get people on board with him. He stated he had made statements to him about working from home. He stated he did not know if Lieutenant Hill-Harris was allowed to work from home due to his other job responsibilities.

Lieutenant Kish stated that people who lived in the city were basically allowed to go home to eat lunch but they were still able to respond. He stated that up until a couple of months ago it did appear that Lieutenant Hill-Harris had a different set of rules than other members of the unit.

Lieutenant Martez Dixon, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded Garrity interview Sergeant Pengelly and I conducted with Lieutenant Dixon on July 22, 2024, at 8:14 am, located at the Internal Affairs office. Lieutenant Dixon waived representation during the interview.

Lieutenant Dixon stated he became aware of the investigation when he was notified that he would be interviewed. He stated he did not know what the investigation was about or who it was about before that. Lieutenant Dixon stated he had been at Arson for three (3) years and Lieutenant Hill-Harris trained him the first two (2) years. He stated that when he started, he would work on the computer all day until he moved onto book work and training that Lieutenant Hill-Harris would lead. Lieutenant Dixon stated he might have went out into the field an amount of times he could count on one hand. He stated it was rare to go out to a scene with Lieutenant Hill-Harris. He stated that he had his own space to do his training.

Lieutenant Dixon stated there was never a time during training where he could not get ahold of Lieutenant Hill-Harris and nobody ever made allegations that he was not where he was supposed to be.

Lieutenant Dixon stated he had been allowed to work from home. He stated when he had a fatal fire scene, he would submit a report and if they made corrections, he could use his laptop from home to do the corrections and re-submit the report. He stated he was not told that they were allowed to generally work from home but had heard supervision say something along the lines of when their work was done that that were not looking for them. He stated he took that statement as if they needed him they would call him. He stated he did not often go home while still on the clock and currently lived in the city.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 24

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Dixon stated he was not aware of the process of stacking or banking hours to submit as overtime on the auto grant. He stated he had not seen that happen and had not heard a supervisor say that it was okay but he did not ask.

Lieutenant Dixon stated he did not observe Lieutenant Hill-Harris to have attendance issues and it was above his pay-grade and he only worried about himself. He stated he was not paying attention to Lieutenant Hill-Harris coming or going. He stated there were no incidents where Lieutenant Hill-Harris did not show up to a scene but he had only been responding to scenes for a couple of months.

Lieutenant Jamel Mayers, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded Garrity interview I conducted with Lieutenant Mayers on August 27, 2024, at 8:33 am, located at the Internal Affairs office. Lieutenant Mayers was joined by Michael Cretu from the Firefighter's Association.

Lieutenant Mayers stated he became aware of the investigation in February or March of 2024 when Chief Richardson had disciplined Captain Dixon regarding the situation. Lieutenant Mayers stated he had been at Arson since 2011.

Lieutenant Mayers stated that supervision was loose with wanting them in the office at their desks and the nature of their investigation required them to be out in the field most of the time. He stated there was never any order that you had to come back into the office unless you had paperwork to do. Lieutenant Mayers stated he gets where the idea of working from home came from and it kind of occurred during the Covid pandemic. He stated that they were stationed at the boat house for a couple of days before allowing them to work remotely. He stated that after the remote work stopped, it never really transitioned back to requiring them to be back in the office. He stated it was encouraged that they did not have to be at their desk and they were provided with laptops. He stated Covid was still going around in 2023 and there was not a lot of direction. Lieutenant Mayers stated there were multiple shifts with limited investigators and he would have to work by himself. He stated that he lived in the city and he would go home to eat with his family.

Lieutenant Mayers stated that most of their work was able to be done remotely. I asked him if there was ever a time where a supervisor told them that they could do the bulk of their shift at home. He indicated that there was not but the only stipulation was that they were able to respond to a priority scene within twenty to thirty minutes.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 25

From: Sergeant Kenneth Butler, Internal Affairs

I asked Lieutenant Mayers how often he would need to have Captain Dixon manually adjust his hours in Ultipro. He stated once a week when he was running late or forgot to sign out.

Lieutenant Mayers stated that he worked the auto grant up until 2018/19 but after that he became a polygrapher and did not work it directly unless requested for a polygraph.

I asked Lieutenant Mayers about banking hours during normal work and submitting the work as overtime. He stated that it did happen. I asked him if it ever stopped recently. He stated it would not have been said to him because he only worked on the polygraph. He stated he was never told that he could stack or bank overtime and he was never present at a meeting where it was discussed.

Lieutenant Mayers stated that he had worked with Lieutenant Hill-Harris depending on how they were scheduled on shifts. He stated there were incidents where Lieutenant Hill-Harris was late or did not show up to scene. He stated there was a period of time where Lieutenant Hill-Harris was a training officer and he did not have to respond to the scenes. Lieutenant Mayers stated it was a point of contention for him. He stated there was one specific scene during the winter months and there was a multiple alarm and he was acting Captain and he was required to notify the members to respond. He stated that while he was enroute, Chief Richardson called him, and he told him that Lieutenant Hill-Harris was not answering his calls. He stated Lieutenant Hill-Harris called him back about three (3) hours after the initial call and eventually showed up later after it was already mostly mitigated. Lieutenant Mayers stated "absolutely not" when I asked him if any of the supervisors addressed Lieutenant Hill-Harris about it. He stated nothing was done about it.

Lieutenant Mayers stated that Lieutenant Hill-Harris was given more responsibility than other investigators. He stated he did not know if there was favoritism but it was uncomfortable for other members of the unit that he was placed in charge of so many activities within the unit.

Lieutenant Franklin Smith, Detroit Fire Department Arson Unit

The following is a synopsis of the audio recorded Garrity interview Sergeant Pengelly and I conducted on July 23, 2024, at approximately 7:59 am, with DFD Arson Lieutenant Franklin Smith at the office of Internal Affairs. Lieutenant Smith waived his right to have an attorney or union steward present at the time of his Garrity interview.

Lieutenant Smith stated he was aware that there was an investigation into Lieutenant Hill-Harris of the Arson Unit. Lieutenant Smith stated that he has not any discussions with anyone in the unit regarding the investigation.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 26

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Smith stated that he has been with the Arson Unit for approximately two (2) years. Lieutenant Smith stated that when he first transferred to the unit, he was trained by Lieutenant Hill-Harris. Lieutenant Smith stated during his training period, the work day started at 8:00 am. Lieutenant Smith stated that his training would occur at either the Public Safety Headquarters or at the Fire Training Center.

Lieutenant Smith stated that there was never an incident where he arrived at work for training and Lieutenant Hill-Harris was not already there. Lieutenant Smith stated that his training could not start in the morning without Lieutenant Hill-Harris.

Lieutenant Smith stated that he became a certified fire investigator sometime during the winter of 2023. Lieutenant Smith stated that after becoming certified he would work his cases with numerous partners which included Lieutenant Hill-Harris when they were on the same shift together.

Lieutenant Smith stated that he was not paying attention to Lieutenant Hill-Harris' attendance within the office. Lieutenant Smith stated that there was never a time where Lieutenant Hill-Harris failed to show up to a fire scene or failed to answer his phone when called for one.

Lieutenant Smith stated since he has been in the unit, he had never worked an entire day remotely, but had worked on cases while at home. Lieutenant Smith stated that he has worked on some cases after hours while at home at the request of a higher ranking member of the unit.

Lieutenant Smith stated that it was his understanding if he needed to work on something remotely it was permitted because of the equipment that was provided to him allowed that access.

Lieutenant Smith was asked if a member of the unit would go home during their shift for several hours would that be normal. Lieutenant Smith stated that would not be normal for the unit but he also did not keep tabs on everyone in the unit and what they were doing.

Lieutenant Smith stated that within the last year, the members in the unit were told that they could no longer work remotely during their shift.

Lieutenant Smith stated that he had worked the auto grant overtime previously. Lieutenant Smith was asked if he ever "Stacked" work for the auto grant during his normal working hours and then put in for overtime. Lieutenant Smith stated that he had not done that.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 27

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Smith stated that he and Lieutenant Hill-Harris have not discussed this case or his scheduled interview with Internal Affairs.

MIRANDA

The following is the synopsis of the audio recorded Miranda interview Sergeant Pengelly, Sergeant Gibron Lockhart, badge S-623, assigned to Internal Affairs, and I conducted with DFD Arson Lieutenant Hill-Harris on July 05, 2024, at approximately 9:56 am, at the Internal Affairs Office, along with retained Attorney Robert Burton-Harris.

Lieutenant Hill-Harris was read and advised of his Miranda Rights. Lieutenant Hill-Harris stated that he understood his Miranda Rights and wished to proceed with the interview.

Lieutenant Hill-Harris stated that there must be a misunderstanding about how time is recorded at his unit and Internal Affairs' understanding of that. Lieutenant Hill-Harris stated that there has been conversation in his office that he was being investigated for time fraud. Lieutenant Hill-Harris stated that Chief Richardson informed him that he was under investigation for time fraud and that he was asked to provide documentation to the OIG.

Lieutenant Hill-Harris stated that Chief Richardson told him that he had been interviewed by Internal Affairs. Lieutenant Hill-Harris stated that Chief Richardson did not tell him what was said during his interview. Lieutenant Hill-Harris stated that he was not present for a unit meeting where it was alleged that Chief Richardson addressed all the members of the unit and told them all to "Stick Together."

Lieutenant Hill-Harris stated that he had not had any conversations about this investigation with Captain Dixon, Captain Crouch or Captain Davidson.

Lieutenant Hill-Harris stated that he was first assigned to the Arson Unit in 2011. Lieutenant Hill-Harris that he has several responsibilities within the unit that included being a fire investigator, youth fire setter program leader and training officer for new members to the unit. Lieutenant Hill-Harris stated that due to the special projects and programs he is involved in, his fire investigations would take a "Back Seat" to those programs.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 28

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Hill-Harris that conversations have been had with him by supervision regarding being behind on paperwork such as his activity logs. Lieutenant Hill-Harris stated that he did have an issue with his RMS reports and was advised by Chief Richardson to take care of them. Lieutenant Hill-Harris stated that there was an incident with Sergeant Sanders (DPD) regarding a joint fire investigation with the DPD side of the unit. Lieutenant Hill-Harris stated that the situation blew up to the point where Chief Richardson had to intervene. Lieutenant Hill-Harris stated that after this situation, Sergeant Sanders completed an audit of RMS and had issues with his reports, which seemed retaliatory.

Lieutenant Hill-Harris stated a typical day for him would start out in the morning and consist of checking "Scout" modules and catch up on any outstanding previous investigations. Lieutenant Hill-Harris stated that he would then check for any new fire investigations and assign them to himself and then leave out of the office to follow up on these investigations and scenes.

Lieutenant Hill-Harris stated his work schedule rotates every two (2) months. Lieutenant Hill-Harris that his duties of being a training officer would affect his hours due to the fact that the new members in the unit cannot work during the evenings. Lieutenant Hill-Harris stated that when he is not training new members he would be carried in the rotation with all the other fire investigators. Lieutenant Hill-Harris stated that he had worked the afternoon shift from time to time, but could not specifically say when or how many times.

Lieutenant Hill-Harris stated that he attempts to work overtime every pay period. Lieutenant Hill-Harris stated there were various types of overtime he would work, which included overtime related to the youth fire setters program. Lieutenant Hill-Harris stated that he would also work overtime related to fire investigations and other various reports at the request of the arson chief. Lieutenant Hill-Harris stated that he would also work overtime to cover the arson shift, which included responding to fires. Lieutenant Hill-Harris stated that he also worked surveillance and raid overtime. In addition to all these types of overtime, Lieutenant Hill-Harris stated he would also work the auto grant overtime detail where he was assigned as the "Point" person and was given the responsibility to check on other members' progress as it related to investigations linked to the grant overtime.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 29

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Hill-Harris stated that when he investigated a vehicle during the auto grant detail, his responsibilities would include responding to the scene or locate vehicles at the tow yard if they were impounded prior to his response. Lieutenant Hill-Harris stated that there would be situations where he would photograph a car for the auto grant detail, but not return to work on it until later in the week. Lieutenant Hill-Harris stated that the purpose of the photographs was to document the vehicle prior to being impounded from its original scene. Lieutenant Hill-Harris stated that there would be situations where he would responded to these vehicles from his house while off-duty. Lieutenant Hill-Harris stated that his laptop is equipped with RMS and FortiClient, which enables him to access from anywhere to work on these vehicle investigations. Lieutenant Hill-Harris stated that when he was working on auto grant overtime while at home he would be on overtime.

Lieutenant Hill-Harris was asked who in the unit gave him permission to work remotely. Lieutenant Hill-Harris stated that there had been numerous conversations within the unit about working remotely not only on auto grant overtime, but regular Arson Unit overtime as well. Lieutenant Hill-Harris stated that he had conversations with Chief Richardson about working remotely and its approval.

Lieutenant Hill-Harris was asked if Captain Dixon ever authorized him to work remotely. Lieutenant Hill-Harris stated that the whole unit was operating a certain way for years and does not understand why the chief or the captains would say otherwise. *[It was insinuated throughout the interview by Lieutenant Hill-Harris that it was implied and accepted by supervision that members went home or were able to be out of the office as long as their work was done.]*

Lieutenant Hill-Harris stated there have been numerous division meetings where working remotely was discussed. Lieutenant Hill-Harris stated that I should speak with Arson Lieutenants Mayers and Davis regarding the discussions of working remotely. Lieutenant Hill-Harris stated that there was never a need to get approval to work auto grant overtime from home. Lieutenant Hill-Harris stated that recently within the unit there has been an evolution of how things are done as far as working away from the office and it no longer being acceptable. Lieutenant Hill-Harris stated that there is no policy regarding working from home or completing work while out of the city, everything has been said informally. Lieutenant Hill-Harris stated that he could not recall a time where a written authorization was emailed where the approval of remote working was approved.

Lieutenant Hill-Harris stated that after the interview he would check his activity logs and find examples of where other members were working remotely and responded to a fire scene with him. Lieutenant Hill-Harris stated that he may also have text messages with supervisions showing such approval as well.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 30

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Hill-Harris stated that he also worked overtime with EMS where he would work a medic rig. Lieutenant Hill-Harris stated that none of the overtime he worked for EMS required working remotely. Lieutenant Hill-Harris stated that there had been one (1) or two (2) incidents where the EMS rig he worked was shut down early and he was still paid for the entire scheduled overtime shift.

Lieutenant Hill-Harris stated that he would enter his own overtime into the Smartsheet. Lieutenant Hill-Harris stated that he had never entered overtime into the Smartsheet that he did not work.

Lieutenant Hill-Harris was asked if he has participated in "Work stacking" his overtime since 2021 until now. Lieutenant Hill-Harris stated that there are two (2) types of "Work stacking." Lieutenant Hill-Harris stated that the first type of "Work stacking" was the documentation portion as it related to the auto grant overtime and that the overtime is documented on one activity log all at one time, instead of a few hours one day or the next. Lieutenant Hill-Harris stated that he has received written communications from Chief Richardson regarding "Work stacking" and that it should be expressly done in this manner (any auto investigations had to be submitted specifically as overtime to satisfy the grant terms).

Lieutenant Hill-Harris was asked if he had a privileged relationship with Chief Richardson. Lieutenant Hill-Harris stated that people in his office may feel that way but it is far from the truth. Lieutenant Hill-Harris stated he is the first to get yelled at by Chief Richardson or reprimanded. Lieutenant Hill-Harris stated he believed his situation was actually the opposite due to the fact a lot is asked of him and he is expected to accomplish numerous tasks. Lieutenant Hill-Harris did admit that he and Chief Richardson are friends, that they have vacationed together and even own property together.

Lieutenant Hill-Harris stated that I should also interview Arson Lieutenants Dixon and Smith as witnesses that would prove what he is saying is the truth and that the captains and the chief are not being truthful about working remotely.

Lieutenant Hill-Harris stated that he was able to swipe in and out of Ulti-Pro via his cell phone or computer. Lieutenant Hill-Harris stated that Chief Richardson has since stopped this practice sometime around April of 2023.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 31

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Hill-Harris was asked why he was routinely late to work by several hours so often, as Captain Dixon would have to manually change his swipe in data often. Lieutenant Hill-Harris stated that there was a period of time where he would have to drive his daughter to school. Lieutenant Hill-Harris stated that he never had a conversation with supervision where he was told if he came into work late, he would have to stay later to make up the time. Lieutenant Hill-Harris that supervision told the members of the unit to not swipe in if they were going to be late because it would mess up the Ulti-Pro system.

Lieutenant Hill-Harris stated that he had worked at the federal building as security from the years of 2011 to approximately 2015 or 2016, but denied working there in recent years.

Lieutenant Hill-Harris stated that when he conducts training for the Detroit Public Safety Foundation, some of the work is on the city's time and some is paid for by the foundation. Lieutenant Hill-Harris stated that he had never been paid for hours by the foundation and the city for the same shift, also known as "Double dipping." Lieutenant Hill-Harris stated that the classroom work and preparation time would be on the foundations time and that in the field training would be on the city's time. Lieutenant Hill-Harris stated he would receive a 10-99 (IRS form) for his foundation wages.

Lieutenant Hill-Harris was asked if there was ever an incident where he was supposed to be at work in the City of Detroit and he was actually in Chicago, Illinois. Lieutenant Hill-Harris stated that he had been to Chicago within the last five (5) years. Lieutenant Hill-Harris stated he was not aware of incident of when he was in Chicago and on the clock for the city.

Lieutenant Hill-Harris was asked if he attended any college classes while on-duty. Lieutenant Hill-Harris stated that he did attend college classes for criminal justice while working, but it was approved by former Arson Chief McNulty and then Captain Richardson. Lieutenant Hill-Harris stated that the classes were usually several hours long and were in-person.

Lieutenant Hill-Harris stated that he believed former Captain Winston Farrell was the person who complained to the OIG's office about overtime abuse by now Chief Richardson and himself.

Lieutenant Hill-Harris was asked how often he worked remotely from the years of 2020 until 2023. Lieutenant Hill-Harris stated that he frequently worked remotely during that timeframe because he would have to take his daughter to school. Lieutenant Hill-Harris stated that in addition to his fire investigations he would work on training materials and lectures for training the new members.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 32

From: Sergeant Kenneth Butler, Internal Affairs

Lieutenant Hill-Harris stated that he was either the greatest falsehood in the unit or it was an accepted practice that he was allowed to work remotely. Lieutenant Hill-Harris stated that he was surprised that Captain Dixon stated that members were not authorized to work from home, as he himself had worked from home. Lieutenant Hill-Harris stated that he was also surprised that all his fellow members in the Arson Unit did not explain that they all had worked from home and it could be proven.

Lieutenant Hill-Harris concluded the Miranda interview by saying the Arson Unit operated this way and that the members were provided the equipment to work remotely and it was openly discussed within unit meetings about doing so.

ISSUES AND DISCREPANCIES

None.

CONCLUSION

An investigation was initiated by the OIG into allegations that Lieutenant Hill-Harris engaged in time-fraud over several years. Several discrepancies were identified when comparing the time submitted for Lieutenant Hill-Harris and his card-swipe records from DPSH.

Upon Internal Affairs assuming the investigation, I submitted search warrants for cellular records for the personal and work phones of Lieutenant Hill-Harris. The records were obtained and mapping of Lieutenant Hill-Harris' phones was completed. The mapping confirmed an extensive history of Lieutenant Hill-Harris being either home or out of the city during hours he was supposed to have been at work.

Garrity interviews were conducted with numerous members of the Arson unit, including Lieutenant Hill-Harris' supervision. Neither Chief Richardson or Captain Dixon stated that they had allowed Lieutenant Hill-Harris to work from home, other than a short time-period during the Covid pandemic.

Other members interviewed were consistent in their accounts that there were attendance issues with Lieutenant Hill-Harris that had been ongoing for years and had failed to be dealt with by the supervision in the unit. A regular statement in the interviews addressed a friendship between Chief Richardson and Lieutenant Hill-Harris was the reason his issues were never addressed.

To: Commander Michael L. McGinnis, PSB (t.c.)

November 27, 2024

Subject: **IA CASE # 23 083**

Page 33

From: Sergeant Kenneth Butler, Internal Affairs

The investigation found that Lieutenant Hill-Harris was either at home or out of the city during his working hours potentially in excess of 150 hours from the time period of 2022-2023. The amount of time that Lieutenant Hill-Harris was not at work should have been glaring to the supervision of the unit, specifically Captain Dixon, who handled the timekeeping, and Chief Richardson, who ultimately approved the time. The majority of the members interviewed stated that was an open and known discussion in the unit so it is highly unlikely that the supervision was not somewhat aware of the issue. It was clear that the supervision was neglectful in their responsibility to ensure that all members were working the scheduled hours that were submitted.

A warrant request was submitted to the WCPO for Larceny-Time Fraud, which named Lieutenant Hill-Harris as the defendant, and is still under review. No charging decision has been made.

Lieutenant Hill-Harris does not fall under the administrative purview of the Detroit Police Department or Internal Affairs. Therefore, I recommend that **IA Case 23 083** be closed with a finding of **"ADMINISTRATIVELY CLOSED,"** and I will continue to monitor the criminal adjudication if necessary.



KENNETH BUTLER
Sergeant, S-669
Internal Affairs

FIRST ENDORSEMENT

I have read and reviewed the Investigation and Conclusion submitted by Sergeant Butler and find it to be complete and thorough. I concur with the finding of **"ADMINISTRATIVELY CLOSED."** Additionally, I recommend that this Investigation and Conclusion report be forwarded to the executive management of the Detroit Fire Department for their internal review and prerogative.



MARC DELUCA
Lieutenant, L-7
Internal Affairs

APPROVED
NOV 27 2024
CAPTAIN
INTERNAL CONTROLS

APPROVED
NOV 27 2024
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Captain of Operations

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