



**DETROIT
BOARD OF POLICE COMMISSIONERS**

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MEMORANDUM

TO: Board of Police Commissioners
FROM: Cedric Banks, Chairperson Citizen Complaints Committee
DATE: June 27, 2023
RE: Oversight and Community Focused Meetings

Dear Colleagues,

On behalf of the Board of Police Commissioners Citizen Complaints Committee, please see the key updates from the committee meeting held on June 27, 2023:

- **Citizen Complaint Appeal Process/Standard Operating Procedures (SOP) Revisions.** Secretary Victoria Shah and Chief Investigator Jerome Warfield reviewed their recommended updates to the Standard Operating Procedures to align OCI and BOPC processes to the City Charter Section 7-809 Resolution of Complaints. They also answered questions from the Commissioners. Commissioners expressed no opposition to the reviewed changes. There are 3 outstanding action items to complete before the Secretary and Chief Investigator will have a final draft to present to the committee for consideration:
 - For final disposition letters, develop language that provides clearer rationale for the findings.
 - Draft an updated “How to File an Appeal” brochure to align with proposed updates to the SOPs.
 - Obtain a legal opinion to determine if “*All pleadings filed and all hearings before the Board and the fact finder shall be public*” as stated in the City Charter Section 7-809 Resolution of Complaints; or if these appeal hearings are eligible for closed session, pursuant Open Meetings Act 267 15.268 Sec. 8. (1) (a) “*To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named individual requests a closed hearing.*”

Additional BOPC Citizen Complaint Meetings will be scheduled as needed.

Sincerely,

Cedric Banks

Chairperson, BOPC Citizen Complaints Committee