

Citizen Complaint Oversight Panel (CCOP) - Fiscal Year 2022 Budget Review Summary

Proposed FY 2022 Operating Budget

Expenditures by Fund Type					
Fund	FY 2021 Approved	FY 2021 Estimated	FY 2022 Proposed	\$ Change	% Change
General Fund	\$ 391,500	\$ 348,000	\$ 404,000	\$ 12,500	3.2%
Grants	-	-	-	-	-
Total	\$ 391,500	\$ 348,000	\$ 404,000	\$ 12,500	3.2%

Authorized Staffing - All Classifica				
Fund	FY 2021 Approved	FY 2022 Proposed	Change	% Change
General Fund	2	2	0	0.0%
Grants	0	0	0	N/A
Total	2	2	0	0.0%

FY 2022 Proposed Budget – Key Highlights

- Increased Operating Cost: : Increase in Panel Stipends for participation with implementation of Police Accountability Workgroup’s adopted recommendations (\$25,000)
- Decreased Operating Cost: Technology Cost Allocation (\$8,300)
- Decreased Compensation: Reflects half-year funding for the temporary/seasonal position (\$4,400)
- Increased Fringe Benefits: Increase in fringe benefits-rate increases from 32.5% to 33.4% (\$200)
- Vacancies: One Panel member vacancy and one anticipated vacancy

Category	FY 2021 Approved	FY 2021 Estimated	FY 2022 Proposed	Change Amount	% Change
Compensation	\$ 186,700	\$ 173,300	\$ 182,300	\$ (4,400)	-2.4%
Fringe Benefits	60,700	56,300	60,900	200	0.3%
Operating Expenses	144,100	118,400	160,800	16,700	11.6%
Recoveries	-	-	-	-	-
Total	\$ 391,500	\$ 348,000	\$ 404,000	\$ 12,500	3.2%

Proposed FY 2022 -FY 2027 Capital Improvement Program

	Expended thru FY21	Proposed FY22 Capital Budget	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Total Proposed CIP Funding
No Projects								

Highlights

- N/A



THE PRINCE GEORGE'S COUNTY GOVERNMENT
Office of Audits and Investigations

May 10, 2021

MEMORANDUM

TO: Calvin S. Hawkins II, Chair
 Committee of the Whole (COW)

THRU: David H. Van Dyke, County Auditor *DHV*
 Joseph R. Hamlin, Senior Legislative Budget and Policy Analyst *JRH*

FROM: Kassandra Fields, Legislative Budget and Policy Analyst *KF*

RE: Citizen Complaint Oversight Panel (CCOP)
 Fiscal Year 2022 Budget Review

Budget Overview

The FY 2022 Proposed Budget for the Citizen Complaint Oversight Panel is \$404,000. This is an increase of \$12,500 or 3.2% over the FY 2021 approved budget. The increase is due to changes in anticipated costs associated with participation in implementation of the Police Reform Work Group's Recommendations (\$25,000). This is offset by decreases in the technology cost allocations (\$8,300), and compensation decreases reflecting only a half year funding for the seasonal position (\$4,400). The Citizen Complaint Oversight Panel's expenditures are funded entirely by the General Fund.

Budget Comparison - General Fund

Approved Fiscal Year 2021 to Proposed Fiscal Year 2022

Category	FY 2020 Actual	FY 2021 Approved	FY 2021 Estimated	% Change- Est vs App	FY 2022 Proposed	Change Amount	Percentage Change
Compensation	\$ 156,947	\$ 186,700	\$ 173,300	-7.2%	\$ 182,300	\$ (4,400)	-2.4%
Fringe Benefits	51,906	60,700	56,300	-7.2%	60,900	200	0.3%
Operating Expenses	44,439	144,100	118,400	-17.8%	160,800	16,700	11.6%
Total	\$ 253,292	\$ 391,500	\$ 348,000	-11.1%	\$ 404,000	\$ 12,500	3.2%

Staffing Changes and Compensation

	FY 2021 Approved	FY 2022 Proposed	Change Amount	Percentage Change
Full-Time	2	2	0	0.0%
Part-Time	0	0	0	0.0%
Total	2	2	0	0.0%

- The General Fund provides for two (2) full-time positions and one “limited hour position” to assist with administrative duties. This staffing level remains unchanged from the authorized staffing level in FY 2021.
- The FY 2022 General Fund compensation is proposed at \$182,300 which represents a decrease of \$4,400 or 2.4% under the FY 2021 approved budget. No cost-of-living increases and/or merit increases for employees have been included.

Fringe Benefits

- Fringe Benefit expenditures are proposed to increase \$200 or .3% above the FY 2021 level to align with actual costs and represent an increase in the rate from 32.5% to 33.4%.

A five-year trend analysis of fringe benefit expenditures is included below:

Fringe Benefits Historical Trend

	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimated	FY 2022 Proposed
Compensation	\$ 164,900	\$ 164,286	\$ 156,947	\$ 173,300	\$ 182,300
Fringe Benefit Expenditures	\$ 48,753	\$ 52,400	\$ 51,906	\$ 56,300	\$ 60,900
As a % of Compensation	29.6%	31.9%	33.1%	32.5%	33.4%
Annual % Change		7.5%	-0.9%	8.5%	8.2%

Operating Expenses

- In FY 2022, operating expenses are proposed at \$160,800 and are increasing by \$16,700 or 11.6% above the approved FY 2021. The increase is due to panel stipends anticipated with the additional duties and assignments accompanying the Police Reform Work Group’s adopted recommendations (\$25,000). It is offset by a decrease in charges for the technology allocation assigned by OIT (\$8,300).
- The accompanying table compares the FY 2022 proposed budget operating expenditures with the FY 2021 approved budget operating expenditures. In six (6) of the categories, the FY 2022 proposed budget level remains unchanged compared to the FY 2021 budget. FY 2022 expenditures are proposed to increase and decrease in one (1) category each.

Operating Objects	FY 2020 Actuals	FY 2021 Budget	FY 2022 Proposed	FY 2021 - FY 2022	
				\$ Change	% Change
Telephone	185	200	200	-	0.0%
Printing	-	1,600	1,600	-	0.0%
Office Automation	\$ 7,500	\$ 59,700	\$ 51,400	(8,300)	-13.9%
Training	2,241	2,500	2,500	-	0.0%
Membership Fees	-	400	400	-	0.0%
Professional Services - Legal	8,180	20,000	20,000	-	0.0%
General & Administrative Contracts	26,333	59,000	84,000	25,000	42.4%
General Office Supplies	-	700	700	-	0.0%
TOTAL	\$ 44,439	\$ 144,100	\$ 160,800	\$ 16,700	11.6%

Background/Highlights

- The Citizen Complaint Oversight Panel was created by legislation (CB-25-1990) with the intent to provide objective citizen participation in the complaint process and strengthen existing procedures for handling complaints made by citizens against members of the Prince George’s County Police Department. County legislation (CB-59-2001) expanded the Panel’s powers, giving it the authority to conduct its own investigations and to issue subpoenas through the County Council.
- A full Panel consists of seven (7) members. Members may serve two (2) 4-year terms. The current panel members are as follows:

Name	Appointment Date	Eligible for Re-appointment
Marsha Ridley	Appointed 10/2019	Yes
Kelvin Duval	Appointed 10/2019	Yes
Daniel Vergamini	Appointed 10/2019	Yes
Cardel Montague	Appointed 11/2017	No
Florence Felix-Lawson	Appointed 5/2018	Yes
Kimberlei Richard	Appointed 6/2018	Yes
Vacancy	Vacant since 7/2019	

- Due to unusual circumstances associated with the pandemic and lack of virtual platform to review cases in the beginning of FY 2021, the Panel only met 16 times.
- The panel members were compensated a total of \$26,332 for FY 2020. They are paid \$50 per hour, with a per member annual maximum of \$15,000.
- The Panel has a 30-working day review standard; however, a 10-day extension can be requested.
- Prior to COVID-19, the Panel normally met 4-5 days per month to review cases. The Panel has met 16 times in FY 2021 as of March 23, 2021, which is less, compared to the similar time frame last year. The lack of a virtual platform to review cases impacted the Panel’s ability to meet from mid-March 2020 through the end of the FY 2020, continuing for the first 2.5 months of FY 2021. Staff reports that the Panel is currently conducting virtual meetings via the Microsoft Teams platform and it has yielded successful results.
- The number of cases reviewed, and the number of related allegations is listed below beginning with CY 2017:

Case Workload	CY 2017 Actual	CY 2018 Actual	CY 2019 Actual	CY 2020 Actual	CY 2021 Estimate	CY 2022 Projected
Total Number of Cases Received for Review	129	125	130	179	144	192
Total Number of Allegations Reviewed	489	409	418	450	432	540
Average Number of Allegations per Case		2.8	2.7	2.7	4	3.6

- Key issues CCOP has identified are summarized in response to the First Round FY 2022 Budget Review Question No. 19. The Panel has cited receiving incomplete investigative files for their review from the Department; ambiguity regarding property protocol when handling confiscated property; emphasis on de-escalation training; malfunctioning, obsolete and/or missing audio-visual equipment during traffic stops; continual and reinforcement training regarding the public’s right to record interactions with officers on-duty; enhancement and sharing of the Department’s early warning system to identify patterns of “increasingly concerning behavior” of officers; and continual training in officer self-identification.
- In January 2019, the Panel started utilizing a new web-based system, which should have expanded the Panel’s reporting capabilities. Previously Staff reported that distributions of allegations by each police district data along with outcomes of CCOP’s investigation related to these allegations remain unavailable unless CCOP conducts a manual count. Staff reports that allegation chart by type is not useful for analyzing misconduct by police district and recommends removal from future reports.
- Although the inability to conduct remote case reviews impeded the Panels’ ability to maintain the 40-day case standard initially, in FY 2020, the Panel reviewed 92% of cases within its required 40-day period, and 95% of cases in FY 2021 as of March 2021. Once the necessary documents were made available electronically, the “clock” started over so they were able to meet this performance measure.
- In FY 2020, the Chief of Police implemented 27% of the Panel’s recommendations to mitigate police misconduct. The estimated percentage for FY 2021 was not available, however FY 2022 is projected at a slightly increased level (30%).
- The CCOP’s 2019 Annual Report is available online at <https://md-princegeorgescounty.civicplus.com/ArchiveCenter/ViewFile/Item/3262>.