CITY OF PORTLAND

Office of City Auditor LaVonne Griffin-Valade

1221 S.W. 4th Avenue, Room 140, Portland, Oregon 97204
phone: (503) 823-4078
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FOR IMMEDIATE RELEASE

July 14, 2010

Portland City Auditor LaVonne Griffin-Valade is seeking community members to serve on the recently formed Police Review Board (Board).

Contact: Mary-Beth Baptista, Director, Independent Police Review
503-823-0146 or ipr@portlandoregon.gov

Portland City Auditor LaVonne Griffin-Valade is seeking community members to serve a two year term on the recently formed Police Review Board (Board). The Board is an advisory body to the Chief of Police which makes recommendations regarding officer conduct and discipline after an investigation. The Board may also make recommendations regarding policy, training, and the adequacy and completeness of an investigation.

Portland City Council recently amended City Code 3.20 which governs the processes and make up of the Board. One change makes the Auditor responsible for recommending community members for City Council appointment to the Board.

To apply, please complete and return to the City Auditor the application, background check form and a notarized copy of the informed consent document by July 30, 2010.

To obtain the application and supplemental materials please visit: www.portlandoregon.gov/auditor (hard copies are available at the Auditor's office in City Hall, 1221 SW 4th Avenue, Room 140**,** Portland, OR 97204).

CITY OF

PORTLAND, OREGON

OFFICE OF THE CITY AUDITOR

POLICE REVIEW BOARD APPLICATION

COMMUNITY VOLUNTEERS TO SERVE ON THE POLICE REVIEW BOARD

POLICE REVIEW BOARD (City Code 3.20.140)

The Police Review Board (PRB) is an advisory body to the Chief of Police. The PRB makes recommendations to the Chief regarding findings and discipline and may make recommendations regarding the adequacy and completeness of an investigation. The PRB may also make policy or training recommendations to the Chief.

The PRB reviews incidents and investigated complaints of misconduct by non-probationary sworn Portland Police Bureau (PPB) members in the following situations:

- The supervising Assistant Chief, the Director of the City Auditor's Independent Police Review (IPR) division, or the Captain of the PPB's Internal Affairs Division controverts the findings or proposed discipline of the Reporting Unit (RU) manager.
- Investigations that result in a recommended sustained finding with the proposed discipline being suspension without pay or greater.
- The following incidents of use of force:
  - All officer involved shootings
  - Physical injury caused by an officer that requires hospitalization
  - All in custody deaths
  - Less lethal incidents where the recommended finding is "out of policy."
- All investigations of alleged violations of Human Resources Administrative Rules regarding complaints of discrimination resulting in a recommended sustained finding.
- Discretionary cases referred by the Chief, Branch Chief, or the IPR Director.

COMMUNITY MEMBERS OF THE PRB

- Candidates are recommended by the City Auditor and confirmed by City Council to serve in a pool of community volunteers for the PRB.
- Community volunteers are appointed for a term of no more than three years, but may serve two full terms plus the remainder of any unexpired vacancy they may be appointed to fill.
- One community member selected from the volunteer pool serves as a voting member on each non use of force PRB.
- Two community members selected from the volunteer pool serve as voting members on each use of force PRB.

EXPECTATIONS OF CANDIDATES

- Must undertake to carry out responsibilities in an neutral and objective manner;
- Must not have real or perceived bias for or against the police or any real or perceived conflict of interest;
- Must pass a criminal background check performed by PPB;
- Must demonstrate the ability to review complex investigations;
- Must demonstrate the ability to make rational and independent decisions under pressure;
- Must participate in orientation and training about PPB training and policies;
- Must participate in PPB ride-alongs to maintain sufficient knowledge of patrol procedures;
- Must sign confidentiality statements and uphold the tenants of those statements;
- Must be sensitive to cultural and ethnic diversity and respectful of PRB member differences.

Applications must be received at the Auditor's Office in City Hall by 5:00 PM on Friday, July 30, 2010. Mail or deliver applications in person to the Auditor's Independent Police Review (IPR) division at 1221 SW 4th Avenue, Room 320, Portland, OR 97204. Applications may also be e-mailed to **ipr@portlandoregon.gov** or faxed to 503-823-3530. If you have any questions, please call IPR's main line at 503-823-0146.

Applications will be evaluated by a selection committee that includes the City Auditor, the IPR Director (or designee), a PPB member appointed by the Chief, and at least one community member appointed by the City Auditor. Qualified candidates will be asked to interview with the selection committee. Every attempt will be made to select qualified persons who represent the demographic and ethnic diversity of Portland. The City Auditor will recommend the names of qualified candidates to City Council for appointment to the PRB.

Microsoft Word and Adobe PDF versions of this application form are available on IPR's web site at www.portlandonline.com/auditor/ipr.

Applicant Supplemental Questions for the Police Review Board

Full Name _____ Date of Birth _____

Printed Name _____

Other Names Used (e.g., Maiden Name) _____

Home Address _____

Home Telephone _____ Work Telephone _____

Cell Telephone _____ E-mail _____

Occupation _____ Prior Occupation, if any _____

Current Employer _____

Service on the Police Review Board (PRB) requires objectivity, fairness, impartiality, and lack of bias — either for or against law enforcement. Applicants may have a conflict of interest between private life and public service, particularly in reviewing investigations of complaints of misconduct against police officers. These conflicts may not necessarily disqualify service on the PRB, but should be disclosed for consideration by the City Auditor and City Council. Attach an additional sheet, if needed.

What interests you about participating on the PRB?

_____

_____

_____

What contacts (positive or negative) have you had with police?

_____

_____

_____

Have you, a close friend, or a family member ever worked or volunteered in the criminal justice system? If yes, please describe.

_____

_____

_____

Have you, a close friend, or a family member ever been arrested or convicted of a misdemeanor or felony? If yes, please describe.

_____

_____

_____

Have you or a family member ever participated in an organization that advocates a position regarding the police or the criminal justice system? If yes, please describe.

_____

_____

_____

Do you have any relations or experiences that could create appearances of conflict of interests?

_____

_____

_____

What can you say about your activities, personal attitudes, and life experiences that would demonstrate you can make objective decisions about complaints against the police?

_____

_____

_____

_____

_____

Do you have any experience in working with culturally diverse communities?

_____

_____

_____

_____

Service on this committee requires honesty and integrity. If any of the questions are not answered truthfully, the applicant will be disqualified from membership on the committee.

References: Please provide names, addresses, and phone numbers of three people who may be contacted for references (*non-family members*).

(1)_____

_____

(2)_____

_____

(3)_____

_____

Please note this optional information **must** remain on a separate page from the rest of the application.

OPTIONAL INFORMATION

The City asks that you voluntarily provide the following information. The City will use this information for statistical purposes, such as tracking the geographical diversity of board and commission appointees. By providing this information, you will help us ensure that appointments represent a broad cross-section of the community. You are under no legal obligation to provide this information. State and federal law prohibit the use of this information to discriminate against you. The City will treat this information as confidential to the fullest extent allowed by law.

Age: **[ ] Under 18** **[ ] 18-64** **[ ] 65+**

Race: **[ ] African-American** **[ ] Asian** **[ ] Caucasian**
[ ] Hispanic **[ ] Native American**

Gender: **[ ] Female** **[ ] Male**

Disability: **[ ] No** **[ ] Yes**

If yes, please specify:

_____

_____

CITY OF PORTLAND, OREGON

Bureau of Police
Sam Adams, Mayor
Michael Reese, Chief of Police
1111 S.W. 2nd Avenue • Portland, OR 97204 • Phone: 503-823-0000 • Fax: 503-823-0342

Integrity • Compassion • Accountability • Respect • Excellence • Service

Informed Consent/Release and Hold Harmless Waiver

Ensuring Confidentiality of Background Investigation Information

I recognize that the Portland Police Bureau has an obligation to ensure public safety and protect police property, equipment and records. As an applicant to the Portland Police Bureau (whether I am a contractor doing business with the Police Bureau, or as a prospective employee), I acknowledge that I must prove my suitability to access police facilities on a regular basis.

I understand that I am authorizing an investigation into aspects of my personal life to determine my fitness to access police facilities. This investigation may include contacting persons and/or organizations that have information relating to my suitability. I also understand that those persons and/or organizations may feel inhibited, intimidated or otherwise reticent about furnishing legitimate information concerning my fitness unless the confidentiality of their information can be guaranteed on a permanent basis.

I further recognize that although some of the information contained in this report is a matter of public record, or would otherwise be accessible to me, this information will be interwoven with other confidential information to which I would otherwise not be privy.

Therefore, I exonerate, release and discharge the City of Portland, the Police Bureau, its officers, agents or assigns, now and in the future, from any claim or damages, whether in law or in equity, on behalf of myself, my heirs, agents, or assigns, for their refusal to make available any and all information contained in this investigation, including but not limited to the identity of any person or organization who may have supplied information in the course of this investigation, as well as the substance of any such information supplied, even where such information has been the basis for my disqualification from further consideration.

I hereby knowingly, voluntarily, and specifically, waive any rights I may have to examine, review, or to otherwise discover the contents of this investigation and all documents related thereto, whether by request, civil service appeal, grievance, or by legal process.

_____ _____

Signature of Applicant Printed name of applicant

I attest the applicant subscribed the above before me on this ____day of _____, 20____ in the City of Portland, County of Multnomah, State of Oregon.

_____

Notary Public for the State of Oregon

CITY OF PORTLAND, OREGON

Bureau of Police
Sam Adams, Mayor
Michael Reese, Chief of Police
1111 S.W. 2nd Avenue • Portland, OR 97204 • Phone: 503-823-0000 • Fax: 503-823-0342

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APPLICANT BACKGROUND INFORMATION

Last Name_____**First Name**_____**Middle Name**_____

Other names you have used_____

Date of Birth_____ **Sex**_____ **Race**_____ **Height**_____ **Weight**_____ **Hair Color**_____ **Eye Color**_____

Social Security Number_____ **Place of Birth**_____

Home Street Address (actual physical location)_____

City_____ **State**_____ **Zip Code**_____ **Phone Number**_____

Mailing Address (if different than above)_____

List all states you have lived in since age 16 _____

Email Address_____

Company Name_____ **Phone Number**_____

Company Address_____ **City**_____ **State**_____ **Zip**_____

Best phone numbers to contact you to make appointments / be reached for questions:
_____

Type of work or volunteering to be performed and where: ***Community member to serve on the Police Review Board. Service will involve review of confidential documentation – including but not limited to full administrative investigations, investigations regarding use of force and officer involved shootings and in custody deaths.***