

Use of Force Review Board

AUTHORITY:	Administrative Directive
RESCINDS:	Procedure Manual Item 1-4-108, 1/21/21
FORMS:	None
PURPOSE:	To establish a standardized procedure for reviewing UOF incidents involving discharge of a departmentally authorized firearm, discharge of a departmentally authorized TASER, use of a departmentally authorized expandable baton, and use of physical force incidents causing injury occurring within the scope of field services and the discharge of OC Spray and use of physical force incidents causing injury occurring in the scope of duty in facilities.

I. PROCEDURE

- A. The intent of the Use of Force (UOF) Review Board is to make a collective assessment if the UOF was within departmental policy and procedure. Additional recommendations may include suggested changes to training, policies/procedures, and/or equipment.**
- B. Members**
1. The UOF Review Board shall be composed of the following individuals:
 - a. A Probation Division Director (DD), designated by the Chief Probation Officer (CPO) or designee, who shall act as the Chairperson.
 - b. A Supervising Probation Officer (SPO) **and alternate**, designated by the CPO or designee.
 - c. A Deputy Probation Officer (DPO) **and alternate**, designated by the CPO or designee.
 - d. A Supervising Juvenile Correctional Officer (SJCO) **and alternate**, designated by the CPO or designee.
 - e. A Deputy Juvenile Correctional Officer (DJCO) **and alternate**, designated by the CPO or designee.
 - f. A subject matter expert based on the type of force under review (e.g. Field Defense and Control Techniques instructor, Facility Defense and Control Techniques instructor, Taser/Conducted Energy Weapon instructor, Baton instructor, and/or Range Master) designated by the CPO or designee.

5. **The UOF Review Board Chair will receive the request to convene a UOF Review Board from the Professional Standards Division DD. Reports and other documentation needed for the review may be provided by the Professional Standards Division DD and the DD assigned to the division where the UOF incident occurred. The UOF Review Board chair will disseminate the documentation and other items available to the board members.** Each member shall review all available reports and information including social and digital media.
 - a. **Documentation refers to the UOF SIRs, medical reports, social and digital media related to the UOF event, information generated/collected by police including but not limited to police reports, interview statements, and body born camera footage.**
 - b. **Documents generated by the Professional Standards Division as part of an Internal Affairs investigation will not be shared or distributed to UOF Review Board members as part of the UOF Review Board process.**
6. **The UOF Review Board will consider available information and make a collective assessment about whether the use of force was consistent with department policy.**
 - a. The **assessment** should be evaluated from the perspective of a reasonable officer in the same situation, based on the totality of the circumstances known to or perceived by the officer at the time, rather than with the benefit of hindsight and the totality of the circumstances shall account for occasions when officers may be forced to make quick judgments about using force.
 - b. The UOF Review Board shall also consider whether the incident raises issues which could be addressed through additional staff training, policy changes or different equipment.
 - c. **The UOF Review Board shall not make any judgements about whether the matter should be referred to PSD for a personnel investigation.**
7. Within thirty (30) days of the board convening, the chairperson of the UOF Review Board shall prepare a written report for the **respective CDPO** containing a brief summary of the incident and the board's **collective assessment about whether the UOF was consistent with department policy, as well as any recommendations related to training, policy changes or equipment.**

II. DISPOSITION

- A. The **CDPO, or designee**, has the right to accept or reject the findings of the board.
- B. The **CDPO, or designee**, shall make the final decision regarding policy compliance in all UOF incidents reviewed by the board.

C. Where appropriate, the CDPO, or designee, will refer the matter to PSD for a personnel investigation.

REFERENCES:

Procedures:	1-4-105	UOF (Field Services)
	1-4-106	Oleoresin Capsicum (OC) Spray - Field Services
	1-4-107	Authorization to Carry Firearms
	1-4-121	Expandable Baton – Field Services
	3-1-015	UOF – Facilities
	3-1-056	Oleoresin Capsicum (OC) Spray - Facilities
Policies:	D-8	Firearms
	D-9	Tear Gas

C. Stiver

APPROVED