



Departmental Memorandum

Volume 24-3

To: All Department Personnel
From: Captain Brian Kinney, OOC

Katherine Lester, Chief of Police
09-23-2024

ADDITION OF INTERNAL AFFAIRS DISPOSITION

The department is working on revisions to the Internal Investigations Manual (RM 220.01). This memorandum serves as notification that the below change to RM 220.01 is effective immediately upon publication. Please direct your questions regarding this Departmental Memorandum to the Internal Affairs Division.

Internal Affairs Manual (RM 220.01)

Section B under the heading "Disposition of Complaints" is amended to include a fifth Internal Affairs disposition, "Not Actionable." The section is amended to read as follows:

B. Dispositions

Each allegation of misconduct shall receive one of the following dispositions:

1. Exonerated – The investigation clearly established that the alleged act occurred and was justified.
2. Not Actionable – The investigation established that the alleged act occurred but did not warrant the imposition of discipline. Use of this disposition shall have the approval of a Deputy Chief.
3. Not Sustained – Sufficient evidence does not exist to clearly prove or disprove the allegation.
4. Sustained – Sufficient evidence supports the allegation against the employee(s).
5. Unfounded – The investigation clearly established that the alleged act did not occur, or the identified employee was not involved. This also includes frivolous complaints, which are found to be totally and completely without merit, or those for the sole purpose of harassing an employee.

The "Not Actionable" disposition shall only apply to personnel investigations that have not been concluded as of the date referenced above; it does not apply retroactively to completed investigations.

BRIAN KINNEY, CAPTAIN
OFFICE OF THE CHIEF

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