



City of Seattle Mayor Tim Burgess

November 20, 2017

Dear Council President Harrell and Councilmembers,

Following the news that the FBI was investigating allegations of corruption related to off-duty employment of Seattle Police Department personnel, I issued an executive order on September 27, 2017 directing Chief O'Toole to establish an internal office to regulate and manage the off-duty employment of her personnel. I also ordered her to work with other City departments and outside stakeholders to write a report, due to me on November 14, recommending reforms to the management of off-duty employment and a timeline for implementation of the new internal office. Chief O'Toole and her staff willingly and readily accepted the challenge and reported back to me on November 14. Their report is attached.

Chief O'Toole has outlined a plan for managing the off-duty work of her employees at no cost to our taxpayers. She envisions utilizing technology to create an on-line environment that streamlines the process for outside employers and SPD employees to connect with one another. This process will be entirely overseen and approved by the Chief or one of her assistant chiefs. Each employee and each potential employer will be fully vetted before they will be allowed to connect. Civilian staff will approve employees to work specific off-duty jobs. Under no circumstances will police officers assign other officers to off-duty jobs. Chief O'Toole commits to establishing this process by August 1, 2018.

This new approach to regulating and managing off-duty work of SPD employees is designed to be fair for employers and employees and to provide full transparency and accountability.

While full implementation will take several months, the Seattle Police Department will begin with a few important steps immediately. By the end of January, the Seattle Police Department will have a draft policy for the implementation of this program; they will develop a Request for Qualifications to acquire the technology solution; and they will implement interim oversight and reporting which will allow supervisors to have more clarity into the off-duty work of their employees.

I thank Chief O'Toole and her team for their leadership and dedication to overhauling our current practices for off-duty employment. This important overhaul will continue to build trust between our police department and the community we serve.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tim Burgess", written over a light blue horizontal line.

Tim Burgess

cc: Chief Kathleen O'Toole
Mayor-Elect Jenny Durkan
Community Police Commission
Office of Police Accountability