



OFFICE OF PROFESSIONAL ACCOUNTABILITY

Closed Case Summary

Complaint Number OPA#2015-0454

Issued Date: 09/16/2015

Named Employee #1	
Allegation #1	<u>Seattle Police Department Manual</u> 5.001 (3) Employees Must Attend All Mandatory Training (Policy that was issued 07/16/14)
OPA Finding	Sustained
Final Discipline	Oral Reprimand

INCIDENT SYNOPSIS

The named employee did not attend one or more mandatory training in 2014.

COMPLAINT

The complainant, a supervisor within the Department, alleged that the named employee failed to complete one or more mandatory training in 2014.

INVESTIGATION

The OPA investigation included the following actions:

1. Review of the complaint memo
2. Search for and review of all relevant records and other evidence
3. Interviews of witnesses
4. Interviews of SPD employees

ANALYSIS AND CONCLUSION

The evidence showed that the named employee did in fact miss one or more mandatory training in 2014. The evidence further showed that the named employee did not make any attempt to retake the training, request an exemption from the training due to any extended leave issues, or coordinate with her supervisor about the missed training.

FINDINGS

Named Employee #1

Allegation #1

The evidence showed that the named employee did not complete the mandatory training in 2014. Therefore a **Sustained** finding was issued for *Employees Must Attend All Mandatory Training*.

Discipline imposed: Oral Reprimand

NOTE: The Seattle Police Department Manual policies cited for the allegation(s) made for this OPA Investigation are policies that were in effect during the time of the incident. The issued date of the policy is listed.