



## OFFICE OF PROFESSIONAL ACCOUNTABILITY

### Closed Case Summary

Complaint Number OPA#2016-0967

Issued Date: 01/26/2017

Named Employee #1	
Allegation #1	<u>Seattle Police Department Manual</u> 5.001 (3) Standards and Duties: Employees Must Attend All Mandatory Training (Policy that was issued April 1, 2015)
OPA Finding	<b>Not Sustained</b> (Training Referral)
Final Discipline	N/A

#### **INCIDENT SYNOPSIS**

The Named Employee did not complete mandatory training.

#### **COMPLAINT**

The complainant, the Compliance Bureau, alleged that the Named Employee failed to complete a portion of the Mandatory Sworn Training; SPD-2016 Bloodborne Pathogens, Crowd Control, EVOC and Use of Nasal Naloxone.

#### **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. Interview of SPD employee

## **ANALYSIS AND CONCLUSION**

The Named Employee was experiencing severe health challenges and had been on restricted duty for some of the available training dates. He did attend the make-up session and was medically cleared to participate in all portions. However, on the day of the make-up session the Named Employee did not feel well enough to participate in the most active portion of the day, Crowd Control. As a result, he did not complete that aspect of the mandatory training. The Named Employee did not put in for sick time for any part of the day when he was at the make-up session. It was commendable that the Named Employee attempted to complete all the training, given his health issues; it was also reasonable that he could not participate in the Crowd Control portion. For this reason, the OPA Director has recommended that the allegation be Not Sustained. The OPA Director recommended a training referral to have the Named Employee's supervisor remind the Named Employee of the need to properly account for his time. In this instance, the Named Employee should have contacted his supervisor to let him know he had become ill and was unable to complete all of the training that day. His timesheet then could have been adjusted to reflect that he was on sick leave for the hours when the Crowd Control portion of the training was taking place. This would have helped OPA determine that his failure to complete training was excused.

## **FINDINGS**

### **Named Employee #1**

#### Allegation #1

A preponderance of the evidence showed that the Named Employee would benefit from additional training. Therefore a finding of **Not Sustained** (Training Referral) was issued for *Standards and Duties: Employees Must Attend All Mandatory Training*.

**Required Training:** The Named Employee's supervisor should counsel the Named Employee to notify his supervisor if the Named Employee becomes ill during a shift or training and is unable to stay at work or complete the training and make certain his timesheet accurately reflects the use of sick leave for that time.

*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.*