



## OFFICE OF PROFESSIONAL ACCOUNTABILITY

### Closed Case Summary

Complaint Number OPA#2015-1667

Issued Date: 05/09/2015

<b>Named Employee #1</b>	
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	<b>Not Sustained</b> (Lawful and Proper)
Final Discipline	N/A

#### **INCIDENT SYNOPSIS**

The Named Employee did not complete the mandatory training by the date specified in Special Order 15-014.

#### **COMPLAINT**

The complainant, a supervisor within the Department, alleged that the Named Employee failed to complete the mandatory training as required by special order that required the training to be completed by September 3, 2015.

#### **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 SPD employee

## **ANALYSIS AND CONCLUSION**

The evidence showed that the Named Employee did not complete the mandatory training required by Special Order 15-014. The OPA investigation verified that the Named Employee completed a four-hour block of the training by the required date but did not complete the remaining four-hour block. The investigation also determined that the Named Employee was pulled from the remaining four-hour block of the training by his supervisor. This was done so that the Named Employee, who is an instructor assigned to the Education and Training Section, could fill in for an instructor who called in sick. Because there were very few sessions of the training remaining before the mandatory completion date, the Named Employee was unable to complete the training in the time required. It should be noted that the Named Employee ultimately complete the mandatory training at a make-up session prior to the end of the year.

## **FINDINGS**

### **Named Employee #1**

#### Allegation #1

The evidence showed that the Named Employee did not complete all of the mandatory training as required by Special Order 15-014; however, there were extenuating circumstances. Therefore a finding of **Not Sustained** (Lawful and Proper) was issued for *Employees Must Attend All Mandatory Training*.

*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.*