



## OFFICE OF PROFESSIONAL ACCOUNTABILITY

### Closed Case Summary

Complaint Number OPA#2016-1437

Issued Date: 06/15/2017

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>Sustained</b>
Final Discipline	Written Reprimand

#### **INCIDENT SYNOPSIS**

The Named Employee did not complete mandatory training.

#### **COMPLAINT**

The complainant, the Compliance Bureau, alleged that the Named Employee did not complete the Mandatory 2016 Public Records Act eLearning training.

#### **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 preponderance of the evidence showed that the Named Employee did not complete the mandatory "Public Records Act" eLearning by the due date of November 6, 2016 as specified in Special Order 16-027. The evidence also showed that the Named Employee had access to a SPD computer and the opportunity to complete this training during his scheduled work hours. While the Named Employee admitted to not completing the mandatory eLearning module by the date specified in the Special Order, he told OPA that he had "a very busy job" and that completing eLearning modules the first day they came out was "not high on [his] list of priorities." The Named Employee also told OPA he had intended to complete the eLearning a few days before it was due, but something personal came up and he was needed for an investigation, so he was not able to complete the training by "the arbitrary date listed on the sheet of paper."

## **FINDINGS**

### **Named Employee #1**

#### Allegation #1

A preponderance of the evidence showed that Named Employee #1 did not complete the mandatory training. Therefore a **Sustained** finding was issued for *Standards and Duties: Employees Must Attend All Mandatory Training*.

Discipline Imposed: Written 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.*