

22 February 2019

Honorable Mayor and City Council Members:

The purpose of the Citizens Police Review Board (CPRB or Board) is to *provide an external and independent process for review of actual or perceived police misconduct thereby increasing police accountability to the community and community trust in the police.* (Ord. No. 20331, §1, 7-20-09).

To fulfill this charge, it is essential for Board members to have an understanding of current best practices in the field of oversight. The National Association for Civilian Oversight of Law Enforcement (NACOLE) is recognized as the leading provider of training in best practices and procedures. This organization provides a certification for individuals who are charged with oversight of law enforcement- the Certified Practitioner of Oversight (CPO). **This certification ensures that the individual has been exposed to the essential information that a reasonable and prudent practitioner of oversight should know and follow.**

*To qualify for certification, a participant must receive a minimum of 45 credit hours of NACOLE certified training and attend two annual NACOLE conferences within three consecutive years. Of those 45 credit hours, participants must receive a minimum of 1.5 credit hours in each of NACOLE's 6 core competencies (Civilian Oversight of Law Enforcement, Investigations, the Public and Transparency, Law, Policing/Law Enforcement Policies & Procedures, Remediation and Discipline). In addition, participants are required to read two items from the approved reading list. All certification requirements must be completed in a three-year period.*

*After the initial certification, a participant can maintain their certification by receiving no less than 30 credit hours of NACOLE certified training and attending a minimum of one annual NACOLE Conference within the following three year period. Those seeking to maintain their certification will also be required to read two additional entries from the approved reading list during this time. The three year recertification period will begin on January 1<sup>st</sup> of the year following the completion of the initial certification. If recertification is not completed in this three-year period, participants must re-apply for the initial certification and complete all requirements to obtain new CPO credentials. ([https://www.nacole.org/cpo\\_credential\\_program](https://www.nacole.org/cpo_credential_program))*

Currently, two members of the Board hold the CPO certification, Darryl Smith- Chair and Andrew Fisher- Vice Chair. Two additional members are in the process of earning the credential.

Due to recent events with a former Board member, it is imperative that Board members have an understanding of the process of and best practices in police oversight. Failure to follow these practices does great harm to the reputation and legitimacy of the entity providing oversight. Hard earned trust in the Board from both the public and law enforcement is greatly diminished.

**The CPRB is developing a plan to have its members to earn the CPO credential as mentioned in its report to 2018 Annual Report.**

To begin implementation of this plan, the CPRB requests that **\$5700 be transferred from its Contractual Services budget line to its Travel line** to fund board member travel to the 2019 National Association for Civilian Oversight of Law Enforcement (NACOLE) annual conference. This funding would allow Andrew Fisher to recertify his CPO credential, one of the members who is in the process to earn his/her credential and to have another member to begin the process.

NACOLE Certified Practitioner of Oversight credentialing is a vital process to having a professional, well-functioning, review board that is viewed as legitimate and that follows nationally recognized best practices.

Respectfully,



Darryl C. Smith  
Chair

Citizens Police Review Board

**CPRB TRAVEL BUDGET REMAINING FOR FY2019: \$2,695.65**

2019 NACOLE CONFERENCE COSTS  
Detroit, Michigan

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*All costs are estimates based on information available.*

**Conference dates:** September 22 – September 26, 2019 (Travel dates Sept. 21, 2018 – Sept. 26, 2018)

**Registration fee:**

**\$495.00 per person**

**Hotel:** (Check in Sept. 21 and out Sept. 26)

One room (one person/5 nights) - **\$1454.75 (includes taxes and fees)**

**Airfare:**

Approx. airfare per person to Detroit, Michigan from:

Columbia, Missouri - **\$360 + \$50 (per bag x2) = \$410 per person**

**Mileage from City Hall to Columbia Regional Airport:**

26 miles (round trip) x 0.58 = **\$15.08**

**Cab from Airport to/from Hotel in Detroit, Michigan:**

Approx. \$60 each way (**\$120.00**)

**Food per person:**

**Total \$300.00**

	Breakfast	Lunch	Dinner	Incidentals (this includes food, taxi, etc. tips)	Total
<b>September 21</b>	-	15	23	5	\$43
<b>September 22</b>	13	15	23	5	\$56
<b>September 23</b>	13	15	23	5	\$56
<b>September 24</b>	13	15	23	5	\$56
<b>September 25</b>	13	15	23	5	\$56
<b>September 26</b>	13	15	-	5	\$33

**Totals for 1 person/1 hotel room - \$2,794.83**

**Totals for 2 people/2 hotel rooms - \$5,589.66**