



OFFICE OF PROFESSIONAL ACCOUNTABILITY

Closed Case Summary

Complaint Number OPA#2015-1594

Issued Date: 05/05/2015

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	1 day suspension without pay

INCIDENT SYNOPSIS

The Named Employee did not complete the mandatory classroom training by the date specified in Special Orders 15-023 and 15-023A.

COMPLAINT

The complainant, a supervisor within the Department, alleged that the Named Employee failed to complete the mandatory classroom training on as required by special order that required the training to be completed by August 12, 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 classroom training required by special order 15-023 and Special Order 15-23A in a timely manner. The evidence further showed that the Named Employee did not request an exemption from the training due to any extended leave issues or other excused absence.

FINDINGS

Named Employee #1

Allegation #1

The evidence showed that the Named Employee did not complete the mandatory classroom training in a timely manner as required by Special Order. Therefore a **Sustained** finding was issued for *Employees Must Attend All Mandatory Training*.

Discipline imposed: 1 day suspension without pay

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.