



OFFICE OF PROFESSIONAL ACCOUNTABILITY

Closed Case Summary

Complaint Number OPA#2016-1441

Issued Date: 06/08/2017

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	Sustained
Final Discipline	Had the Named Employee not transferred, discipline would have been imposed.

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 Named Employee admitted he did not complete the mandatory eLearning module by the deadline stated in the Special Order. The Named Employee said this was due to an oversight on his part and was not intentional. The electronic training program records showed that the Named Employee did not complete the mandatory module by the due date.

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: Had the Named Employee not transferred, discipline would have been imposed.

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.