



## OFFICE OF PROFESSIONAL ACCOUNTABILITY

### Closed Case Summary

Complaint Number OPA#2015-1665

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 OPA investigation verified that the Named Employee did not complete the training by the required date in Special Order 15-014. The investigation also determined that the Named Employee had signed up for a session of the training but withdrew. The Named Employee was rescheduled for the last session before the required date but did not show up. OPA verified that the Named Employee was marked sick on the day of the training. During the OPA interview, the Named Employee acknowledged he did not complete the mandatory training by the required date. He explained that he withdrew from the earlier session due to a scheduling conflict and was re-registered for the last session, but he got sick and could not attend. It should be noted that the Named Employee ultimately completed the mandatory training at a make-up session prior to the end of the year. Because the Named Employee was registered for the last available session of the training but was marked sick that day, his absence was excused.

## **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.*