

Bair, Krista

From: Bair, Krista
Sent: Thursday, January 29, 2015 4:19 PM
To: Whitlatch, Cynthia; Davis, Pierre
Cc: 'sscott@seattlepoliceguild.org'
Subject: 5 day notice
Attachments: 2015OPA-0117 Whitlatch 5 day notice.pdf

SPOG 5 Day

The Investigation Section of the Office of Professional Accountability has received a complaint of an alleged violation of Department Policy in which you are named. Please see the attached Notice of Complaint for the associated details. A copy of this notice has been forwarded to your bargaining unit and chain of command.

A preliminary investigation will be conducted to determine whether a full investigation is required or whether the matter will be referred to your supervisor for handling. This intake and complaint classification process generally takes several weeks. OPA-IS will provide notification within 30 days of complaint receipt if the complaint is classified for further investigation. If the complaint is classified for Supervisor Action, you will be contacted by your supervisor to discuss the incident underlying the complaint or to let you know that no further action will be taken by OPA or the supervisor. Generally, contact by the supervisor should happen within 30 – 60 days of this date. In some situations, the complaint will be selected for mediation and if the complainant agrees, you will be contacted and asked to consider participating in the mediation process. If a case is moving to mediation, this is also something you should usually know within 30 – 60 days. More information about the complaint intake and classification process and mediation alternative can be found on the OPA website at: <http://www.seattle.gov/police/opa/default.htm>

This notification and the contents herein are CONFIDENTIAL. By authority of the Chief of Police, you are ordered not to discuss this complaint with anyone other than your BARGAINING UNIT representative or attorney until the conclusion of the OPA process, whether the matter is investigated, handled by a supervisor, or referred to mediation.