



BOARDMAN POLICE DEPARTMENT

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Todd Werth, CHIEF OF POLICE

Public Commendation of Employee Service/Action, Suggestion For Agency Consideration, Complaint of Agency Action, Complaint of Employee Performance/Action

The Boardman Police Department is responsible for the protection of life and property, maintenance of peace and order, provision of emergency and other police services to the public, and the consistent, impartial enforcement of the law. The achievement of these goals requires all employees of the department to perform their duties in a professional manner and in a way that earns the respect, trust, and cooperation of the public we serve.

We recognize that our society grants law enforcement a significant amount of authority to enforce the law, and with that comes a great deal of responsibility. To ensure that we maintain the public's trust we encourage individuals with complaints to bring them to our attention so they can be addressed. Below is a summary of key aspects of our complaint process.

The policy of the Boardman Police Department (BPD) is to accept, review, and as appropriate investigate fully, fairly, and impartially to determine the validity of all complaints or allegations of agency or employee misconduct. To facilitate the intake of complaints of employee or agency misconduct, the department makes information on the complaint process available to the public on its website, in the main lobby and from time to time through community relations programs and the media.

In order to best accomplish our mission, we welcome input from the community concerning any suggestions, complaints reference individual employee actions or departmental practices, and compliments of exceptional performance. There are several different avenues that can be utilized to bring these to the attention of the department. This includes accessing and completing the BPD Public Service Report form: "Boardman Police Department: Public Commendation of Employee Service/Action, Suggestion For Agency Consideration, Complaint of Agency Action, Complaint of Employee Performance/Action" found on this website, calling the department at 330-726-4144 and asking to speak to the on duty supervisor, or contacting Chief Todd Werth directly at 330-729-2028, or by email at twerth@boardmantwp.com.

Any person may initiate a complaint of misconduct against the Boardman Police Department or any of its employees. Complaints may be submitted in person, by telephone, by mail, by facsimile (FAX at 330-729-2040), or electronically (E-mail). Complaints may be submitted by a victim of, or witness to alleged misconduct, a third party having information of alleged misconduct, an anonymous person or an employee. All complaints will be reviewed by the Chief of Police as part of the internal affairs process to determine the most appropriate means of addressing the matter.

Where possible and not unduly inconvenient to the complaining party, complaints should be referred to a supervisor, but no person shall be required to meet or speak with a supervisor in order to file a complaint. Department employees shall not refuse to accept a complaint or attempt to dissuade anyone from filing a complaint. A nonsupervisory employee who receives a complaint shall document it in writing and forward it to their immediate supervisor.

The complainant will be advised of the "BPD Public Service Report" form be provided a blank form if requested. Completion and return of the complaint form shall not be required to initiate a complaint. However, complainants may be required to provide sufficient information to identify both the incident that gave rise to the complaint and the BPD employees allegedly involved.

Preliminary Supervisory Inquiry - Often a complaint initially alleging employee or agency misconduct may actually become a question about a policy, procedure or tactic used by the department. When a person questions the actions of an officer and it is readily determined the employee acted within prescribed policies, procedures and/or tactics, the matter may be handled as a supervisory inquiry. The receiving supervisor will make every effort to explain why a particular policy, procedure or tactic is approved under the circumstances. If the complaining person is not satisfied with the explanation, or if it appears that some employee misconduct may have occurred, the supervisor will contact the employee's Division Commander to advise them of the incident to facilitate beginning the next steps in the complaint process.

Upon assignment of a complaint for investigation, the Chief of Police will determine whether the matter will be handled through an informal review or investigation by a department supervisor or by formal investigation through the internal affairs function. As appropriate for extremely serious, egregious, or criminal conduct, the Chief of Police may request the matter be referred to an outside agency for investigation.

Final disposition of all complaints shall be made by the Chief of Police, who will notify the complaining person in writing of the final disposition of the complaint. However, a final disposition does not preclude having additional discussions or meeting to review the process or findings with the complainant. Again, the function and goal of this process is to provide a means for the public to address complaints and allow the department to take necessary actions as appropriate.

If there are any questions concerning this process or any issues or concerns about the department, I can be contacted directly at 330-729-2028 or through email at twerth@boardmantwp.com.

Todd D. Werth
Chief of Police