

The Code of Ordinances of the City of New Orleans
Chapter 2
Article XIII. OFFICE OF INSPECTOR GENERAL (OIG)

Sec. 2-1120. Office of inspector general.

(1) *Creation of the City of New Orleans Office of Inspector General.* Pursuant to section 9-401 of the Home Rule Charter of the City of New Orleans, this article establishes the City of New Orleans Office of Inspector General.

(2) *Purpose.* The purpose of this section is to establish a full-time program of investigation, audit, inspections, and performance review to provide increased accountability and oversight of entities of city government or entities receiving funds through the city, and to assist in improving agency operations and deterring and identifying, fraud, waste, abuse, and illegal acts. Further, in pursuing its mandate to prevent and detect fraud, waste, abuse and illegal acts, the office of inspector general shall use all the powers in this article to assist management in the establishment of effective systems of control.

(3) *Appointment.*

(a) The appointing authority for the inspector general shall be the ethics review board.

(b) The ethics review board shall convene within 60 days of a vacancy in the position of inspector general or within 60 days of the effective date of this article to initiate the national search for the inspector general.

(c) The appointing authority shall conduct a nationwide search to fill the position of inspector general. The appointing authority will also recommend the annual salary of the inspector general and approve the annual salary each year thereafter.

(d) In case of a vacancy in the position of inspector general, the chairperson of the appointing authority may appoint a first assistant inspector general, deputy inspector general, or other office of inspector general management personnel as interim inspector general until such time as a successor inspector general is appointed. The appointing authority may by majority vote of all members overrule the chairperson's appointment and appoint an alternative candidate with majority approval.

(e) The inspector general is to be selected without regard to political affiliation and on the basis of integrity, capability for strong leadership, and demonstrated ability in accounting, auditing, financial analysis, law, management analysis, public administration, investigation, criminal justice administration or other closely related fields. In addition, the inspector general should possess demonstrated knowledge, skills, abilities and experience in conducting audits, investigations, inspections, and performance reviews.

- (f) Qualified candidates for inspector general shall be a person who:
- a. Has at least five years of experience in any one, or combination, of the following fields:
 - i. As an inspector general;
 - ii. As a federal law enforcement officer;
 - iii. As a federal or state court judge;
 - iv. As a licensed attorney with expertise in the areas of audit and investigation of fraud, mismanagement, waste, corruption, and abuse of power;
 - v. As a senior-level auditor or comptroller;
 - vi. Supervisory experience in an office of an inspector general or an investigative public agency similar to an office of inspector general.
 - b. Has a four-year degree from an accredited institution of higher learning
- (g) Highly qualified candidates, in addition to the minimal qualifications contained in this section, shall be a person who:
- a. Has managed and completed complex investigations involving allegations of fraud, waste, abuse, illegal acts, theft, public corruption, deception and conspiracy;
 - b. Has demonstrated the ability to work with local, state and federal law enforcement agencies and the judiciary; and/ or
 - c. Has an advanced degree in law, accounting, public administration, or other relevant field.
- (h) A former or current elected official or employee of New Orleans city government may not be appointed inspector general within four years following the end of such individual's period of service. Notwithstanding the foregoing restriction, employees of the office of inspector general who have served in the office for four or more years may be immediately eligible for appointment to the position of inspector general. The inspector general shall hold at appointment, professional certification as a certified inspector general (CIG). Two or more other professional certifications such as certified inspector general investigator (CIGI), certified inspector general auditor (CIGA), certified public accountant (CPA), certified internal auditor (CIA), certified governmental financial manager (CGFM), and certified fraud examiner (CFE) are recommended. A former or current elected official or employee of the state or its political subdivisions may not be appointed inspector general within four years following that individual's

period of service. This shall not prohibit the reappointment of an inspector general currently holding the position of New Orleans Inspector General.

(i) The inspector general shall not hold, nor be a candidate for, any elective office while inspector general, or for four years thereafter, and no officer or employee of the office of the inspector general shall hold, or be a candidate for, any elective office while an officer or employee, or for four years thereafter. The inspector general shall not hold office in any political party or political committee, nor shall he/she participate in any political campaign of any candidate for public office, nor make any campaign contribution or campaign endorsement, while inspector general. No officer or employee of the office of the inspector general shall hold office in any political party or political committee, or participate in any political campaign of any candidate for public office, or make any campaign contribution or campaign endorsement, while an officer or employee of the office of inspector general.

(4) *Term of office.* The inspector general is appointed for a term of four years, which term shall begin when the inspector general begins employment with the city. Subsequent four year terms may be renewed at the discretion of the appointing authority.

(5) *Abolition of and removal from office.*

(a) Following a public hearing by the appointing authority, the inspector general may be removed from office for cause by two-thirds supermajority vote of the entire membership of the ethics review board, which must then publicly report the reasons for removal to the city council. Causes for removal may include abuse of power or authority, conviction of a state or federal felony, or entry of a guilty or nolo contendere plea to a state or federal felony charge, discrimination, ethical misconduct in office, unprofessional conduct, and other acts tarnishing the integrity of the office of inspector general.

(b) Following a public hearing, the office of inspector general may be abolished by a two-thirds supermajority vote of the entire membership of the city council.

(6) *Resources.*

(a) The office of inspector general shall be funded by an annual appropriation by the city council in an amount sufficient to cover its operations pursuant to section 3-113(4) of the Home Rule Charter of the City of New Orleans.

(b) The inspector general shall prepare and transmit an annual operating budget to the chief administrative officer, identifying in the budget all proposed expenditures.

(7) *Organizational placement.*

(a) The office of inspector general is "operationally independent" from the legislative and executive branches of the city, including the Council of the City of New Orleans, and the office of the mayor, but is authorized and encouraged to work cooperatively with the ethics review board. "Operationally independent" shall be defined as follows: "not preventing, impairing, or prohibiting the inspector general from initiating, carrying out, or completing any audit, investigation, inspection or performance review."

(b) The office of inspector general shall conduct preliminary inquiries, inquiries or investigations on behalf of the ethics review board on all matters brought before it. For the purposes of performing the duties, powers, authority, and functions of this article, legal counsel may be retained by the ethics review board pursuant to section 9-402(1) of the Home Rule Charter of the City of New Orleans to serve as legal counsel for the ethics review board and the office of inspector general.

(c) The office of the inspector general shall be considered a city law enforcement agency for the purposes of this chapter, but shall not be a police force. Pursuant to section 4-502(2)(a) of the Home Rule Charter of the City of New Orleans, upon the request of the inspector general, the superintendent of police shall deputize investigative employees of the office of inspector general with limited police powers. Such deputies shall not be granted arrest power, and shall be deputized solely for the purpose of carrying out the duties of the office of inspector general and only in connection with the investigation of a matter within the purview of the office of inspector general.

(8) *Records disclosure.* All records of the office of inspector general shall be exempt from public disclosure and shall be considered confidential, unless it is necessary for the inspector general to make such records public in the performance of his duties. Unauthorized disclosure of information by the inspector general or any employee of the office of inspector general is subject to review and disciplinary action by the appointing authority.

(9) *Reporting the results of inspector general findings.*

(a) The [office of] inspector general shall report its recommendations and results of its findings to the ethics review board.

(b) Prior to concluding a report or recommendation, which contains findings as to the person or entity being reported or who is the subject of the recommendation, the inspector general shall provide the affected person or entity a copy of the report or recommendation.

(c) Such person or entity shall have 30 working days to submit a written explanation or rebuttal of the findings before the report or recommendation is

finalized, and such timely submitted written explanation or rebuttal shall be attached to the finalized report or recommendation.

(d) This section shall not apply when the inspector general, in conjunction with a district attorney, attorney general or United States attorney, determines that supplying the affected person or entity with such report will jeopardize a pending criminal investigation.

(10) *Annual reports.* The inspector general shall report on the activities of the office of inspector general for the preceding calendar year to the ethics review board, on or before March 31 of each year, on matters undertaken, costs incurred, costs recovered, matters concluded, and results. The report shall describe accomplishments of the office of inspector general. Copies of the report shall be provided to the city council, the office of the mayor, and any oversight agencies interested in the activities of the office of inspector general. Upon issuance, members of the media and the public shall be promptly advised of the issuance of the report. Such reports will be provided to them upon request.

(11) *Authority.* The office of inspector general is authorized to engage in the following specific functions:

(a) Audit, evaluate, investigate, and inspect the activities, records, and individuals with contracts, subcontracts, procurements, grants, agreements, and other programmatic and financial arrangements undertaken by city government and any other function, activity, process, or operation conducted by city government.

(b) Audit the efficiency and effectiveness of city government operations and functions and conduct reviews of city government's performance measurement system.

(c) Review the reliability and validity of the information provided by city government performance measures and standards.

(d) Initiate such investigations, audits, inspections, and performance reviews of city government as the inspector general deems appropriate.

(e) Receive and investigate complaints from any source and investigate those complaints that the inspector general deems credible or upon his own initiative conduct investigations concerning alleged fraud, waste, abuse, illegal acts, and service deficiencies including deficiencies in the operation and maintenance of facilities.

(f) Engage in prevention activities, including but not limited to: the prevention of fraud, waste, abuse, and illegal acts; review of legislation; review of rules, regulations, policies, procedures, and transactions; and the supplying, providing, and conducting of programs for training, education, certification and licensing.

(g) Conduct joint investigations and projects with other oversight or law enforcement agencies, including, but not limited to the district attorney, attorney general, and the United States attorney.

(h) When efficiency problems are noted, the inspector general has an affirmative duty to provide a standard of efficient practice to the unit in question, and assess whether adequate resources are available for implementation of a program.

(i) Issue reports and recommend remedial actions to be taken by the city council, the office of the mayor, or municipal departments or agency heads to overcome or correct operating or maintenance deficiencies and inefficiencies identified by the office of inspector general.

(j) Issue public reports as set forth in subsections (9) and (10).

(k) Monitor implementation of recommendations made by the office of inspector general and other audit, investigative, and law enforcement agencies.

(l) Establish policies and procedures to guide functions and processes conducted by the office of inspector general.

(m) Maintain information regarding the cost of investigations and cooperate with appropriate local, state, and federal administrative and prosecutorial agencies in recouping such costs from nongovernmental entities involved in willful misconduct.

(n) Require reports from the office of the mayor, city council, or city departments, agencies, boards, commissions, or public benefit corporations regarding any matter within the jurisdiction of the Inspector General.

(o) Upon discovering credible information of corruption, fraud, waste, abuse or illegal acts in carrying out his duties and responsibilities as inspector general, the inspector general shall report to the district attorney, or the United States attorney, or other appropriate law enforcement agency.

(p) Whenever the inspector general has reasonable grounds to believe there has been a violation of federal or state law, the inspector general shall refer a matter to the district attorney, the United States attorney or other appropriate law enforcement agency.

(q) When the inspector general has reason to believe he must recuse himself from a matter, because of a potential conflict of interest, the inspector general shall refer such matter to the district attorney, the United States Attorney or other appropriate law enforcement agency.

(r) The inspector general shall refer audit, investigative, inspection, or performance review findings to the ethics review board, the state ethics commission, or to any other federal, state or local agency he deems appropriate.

(s) After referring a matter to any appropriate law enforcement agency, the inspector general may assist the law enforcement agency in concluding any investigation.

(t) Upon detecting a potential violation of state ethics law or city ethics ordinance or code, the office of inspector general may file a complaint with the state ethics commission or ethics review board.

(u) The inspector general shall be notified in writing prior to any meeting of a selection or negotiation committee relating to the procurement of goods or services by the city, including meetings involving third-party transactions. The notice required shall be given to the inspector general as soon as possible after a meeting has been scheduled, but in no event later than 24 hours prior to the scheduled meeting. The Inspector General may attend all city meetings relating to the procurement of goods or services as provided herein, and may pose questions and raise concerns consistent with the functions, authority and powers of the inspector general. An audio recorder or court stenographer may be utilized to record all selection or negotiation committee meetings attended by the office of the inspector general.

(v) The person in charge of any department, agency, board, commission, public benefit corporation, the mayor, the city council, any city councilmember, or the governing body of any agency, board, commission, or public benefit corporation may request the assistance of the office of inspector general with respect to implementation of any suggested legislation or legislative policy. In such an event the inspector general may assign personnel to conduct, supervise, or coordinate such activity.

(w) The inspector general may do all things necessary to carry out the functions and duties set forth in this section, including the promulgation of rules and regulations regarding the implementation of responsibilities, duties and powers of the office.

(12) *Powers.* The office of inspector general shall have access to all records, information, data, reports, plans, projections, matters, contracts, memoranda, correspondence, audits, reviews, papers, books, documents, computer hard drives, e-mails, instant messages, recommendations, and any other material of the city council, office of the mayor, all city departments, agencies, boards, commissions, public benefit corporations or of any individual, partnership, corporation, or organization involved in any financial or official capacity with city government that the inspector general deems necessary to facilitate an investigation, audit, inspection, or performance review. The inspector general shall have access to all employees of the city. At all times the inspector general shall have access to any building or facility that is owned, operated or leased by

the city or any department, agency, board, commission or public benefit corporation of the city, or any property held in trust to the city.

(13) *Professional standards.* Standards for initiating and conducting audits, investigations, inspections, and performance reviews by the office of inspector general will conform to the Principles and Standards for Offices of Inspectors General (Green Book) promulgated by the Association of Inspectors General. The office of inspector general shall develop an operations manual available to the public that contains principles based on these standards.

(14) *Physical facilities.* the city shall provide the ethics review board and the office of inspector general with appropriately located office space, which shall be located in close proximity, but off site from city hall. The city shall also provide the ethics review board and the office of inspector general with sufficient and necessary equipment, office supplies, and office furnishings to enable the ethics review board and the office of inspector general to perform their functions and duties.

(15) *Organizational structure.*

(a) The inspector general and the ethics review board shall have the power to establish personnel procedures and procurement procedures for each of their offices. The inspector general and the ethics review board shall have the power to appoint, employ, contract, and remove such assistants, employees, consultants, and personnel including, but not limited to legal counsel, as deemed necessary for the efficient and effective administration of the activities of each of their offices.

(b) The office of inspector general shall include, but not be limited to, a division of criminal investigations, a division of audit, a division of inspections, and a division of performance review.

(16) *Quality review.*

(a) Audits, investigations, inspections and performance reviews shall be subject to annual quality assurance reviews by a third-party advisory committee to include one representative named by the city council, one representative from the office of the mayor, one representative named by the louisiana supreme court, one representative named by the Association of Inspectors General, and one representative named by the ethics review board; said committee shall be renewed annually.

(b) The office of inspector general shall be subject to peer review by the Association of Inspectors General every three years. Such peer review shall be paid for by the office of the inspector general. When completed, the Association of Inspectors General shall submit its recommendations and findings of such peer review to the ethics review board and the inspector general. The inspector general shall comply with the recommendations of the peer review within 90 days,

provided that the recommendations and findings are accepted and approved by the ethics review board. Copies of the written report resulting from this peer review shall be furnished to the ethics review board, city council, and office of the mayor. This report shall also be made available to the public, when such process is completed.

(c) Within 180 days from the date of the inspector general's employment with the city, the inspector general shall submit to the city council the governing policies of the office of inspector general for review and acceptance.

(17) *Annual work plan.* The inspector general shall present an annual work plan for the ensuing calendar year to the ethics review board, no later than September 1 of each year. The plan shall include:

- (a) Risk assessment criteria used in establishing the work plan;
- (b) A schedule of projects and anticipated completion dates; and
- (c) Quality assurance procedures planned for implementation

(18) *Subpoena power and access to information.*

(a) For purposes of an investigation, audit, inspection, or performance review, the inspector general may administer oaths and affirmations, subpoena witnesses, compel their attendance and testimony under oath, take evidence, and require the production of any records which the inspector general deems relevant or material to an investigation, audit, inspection or performance review.

(b) In carrying out the provisions of this ordinance, the inspector general, shall have access to all records, reports, audits, reviews, papers, books, documents, computer hard drives, e-mails, instant messages, recommendations, correspondence, including information relative to the purchase of supplies and services or anticipated purchase of supplies and services from any contractor by any city department, agency, board, commission, or public benefit corporation, and any other data and material that is maintained by or available to the city which in any way relates to the programs and operations with respect to which the inspector general has duties and responsibilities.

(c) The inspector general may request information, cooperation, and assistance from any city department, agency, board, commission, or public benefit corporation. Upon receipt of a request for such information, cooperation, and assistance from the inspector general, each person in charge of any city department, or the governing body of any city agency, board, commission, or public benefit corporation shall furnish the Inspector General or his authorized representative with such information, cooperation, and assistance.

(d) The inspector general shall have direct and prompt access to the head of any city department, agency, board, commission, or public benefit corporation when necessary for any purpose pertaining to the performance of his duties and responsibilities.

(e) The inspector general may require by summons, the attendance and testimony under oath of persons, and the production of all records, reports, audits, inspections, reviews, papers, books, documents, computer hard drives, e-mails, instant messages, recommendations, correspondence and any other data and material relevant to any matter under audit, investigation, inspection, or performance review. Such summons shall be served in the same manner as a summons for the production of documents in civil cases issued on behalf of the state. Any judge of the Orleans Parish Civil District Court may, upon application by the inspector general, issue an order to compel the production of records, reports, audits, reviews, papers, books, documents, computer hard drives, e-mails, instant messages, recommendations, correspondence, and any other data and material as aforesaid in the same manner and to the same extent as before said court. Any failure to obey such order may be punished by said court as contempt.

(f) Any person who fails to appear in response to a subpoena, fails to answer any question, fails to produce information requested, or knowingly gives false testimony during an investigation, audit, inspection or review shall be guilty of contempt of court, or chargeable with appropriate criminal offenses and subject to loss of employment with the city.

(19) *Reserved.*

(20) *Cooperation.* It shall be the duty of every city officer, employee, department, agency, board, commission, and public benefit corporation; and the duty of every contractor, subcontractor, and licensee of the city, and the duty of every applicant for certification of eligibility for a city contract or program, to cooperate with the inspector general in any investigation, audit, inspection, performance review, or hearing pursuant to this chapter. Every city contract and every bid, proposal, application or solicitation for a city contract, and every application for certification of eligibility for a city contract or program shall contain a statement that the corporation, partnership, or person understands and will abide by all provisions of this chapter. Any employee, appointed officer or elected official of the city who violates any provision of this chapter shall be subject to discharge or such other discipline as may be specified in an applicable collective bargaining agreement, in addition to any other penalty provided in the City Charter or ordinances.

(21) *Complaints by public employees.* The inspector general may receive and investigate complaints or information from any public employee concerning the possible existence of any activity constituting fraud, waste, abuse, and illegal acts. The inspector general shall not, after receipt of a complaint or information from an employee, disclose the identity of the employee without the written consent of said employee, unless the

inspector general determines such disclosure is necessary and unavoidable during the course of the investigation. In such event the employee shall be notified in writing at least seven days prior to such disclosure. Any employee who has authority to take, direct others to take, recommend, or approve any personnel action shall not, with respect to such authority, take or threaten to take any action against any employee as a reprisal for making a complaint or disclosing information to the inspector general, unless the complaint was made or information disclosed with the knowledge that it was false or with willful disregard for its truth or falsity.

(M.C.S., Ord. No. 22444, § 1, 11-2-06; M.C.S., Ord. No. 22553, § 1, 3-1-07; M.C.S., Ord. No. 22888, § 1, 11-1-07)

Sec. 2-1121. Office of independent police monitor.

(1) *Creation of the office of independent police monitor.* There is hereby created within the office of inspector general an independent police monitoring division, headed by an independent police monitor. The independent police monitor shall be assisted by a deputy independent police monitor, and an executive director of community relations. The inspector general shall appoint the independent police monitor and all other staff within the division. The inspector general shall create a search committee to be composed of the inspector general, serving as committee chairman, the chairman of the ethics review board, the chairman of the criminal justice committee of the city council, the superintendent of police or his designee, a designee of the mayor, and two residents of New Orleans appointed by a vote of the criminal justice committee of the city council. The search committee shall carry on a nationwide search to identify and interview qualified candidates for the position. The inspector general shall consider the recommendations of the search committee in making his selection.

(2) *Qualifications.* The independent police monitor shall be an attorney with substantial experience in criminal, civil rights, and/or labor law, or corporate and/or governmental investigations; or an individual with at least five years' experience in law enforcement oversight, preferably with a graduate degree. Knowledge of law enforcement, particularly of internal investigations of wrongdoing and uses of force, is essential. The monitor shall possess impeccable integrity, sound judgment, and an ability to relate effectively with all those who have a stake in law enforcement including, but not limited to, residents of and visitors to New Orleans, the police department, other law enforcement agencies, and relevant parts of city government. The monitor shall possess an understanding of the city's ethnic diversity, cultural traditions, and socio-economic situation.

(3) *Duties and responsibilities.* The independent police monitor shall monitor the New Orleans Police Department, particularly in the areas of: civilian and internally-generated complaints; internal investigations; discipline; use of force; and in-custody deaths. The independent police monitor shall review and analyze the numbers and types of complaints; assess the quality and timeliness of New Orleans Police Department investigations; review the adequacy of data collection and analysis; review the public integrity bureau's policies, procedures, and resource needs; conduct risk management reviews; review the operations and effectiveness of New Orleans Police Department

"early warning system"; review specific issues regarding supervision, training, and discipline; conduct relevant pattern analysis; and other tasks to ensure New Orleans Police Department accountability, transparency, and responsiveness to the community it serves.

(4) *Complaints.* The independent police monitor shall receive complaints alleging misconduct by New Orleans Police Department personnel that he will refer to the New Orleans Police Department Office of Internal Investigations for investigation. The independent police monitor shall develop relationships with community and civic groups that may receive civilian and anonymous complaints against New Orleans Police Department personnel as a supplement to existing complaint intake mechanisms.

(5) *Investigatory power.* The New Orleans Police Department will advise the independent police monitor within seven days of receipt by the New Orleans Police Department of any complaint of misconduct, classified as a formal disciplinary investigation, disciplinary citation, informal disciplinary investigation, or information documentation. The independent police monitor shall have the power to review the classification of all internal investigations and, in circumstances where the independent police monitor believes an investigation was misclassified, to recommend to the New Orleans Police Department that it be reclassified. The independent police monitor shall also review and monitor such investigations by the office of municipal investigations.

(6) *Public reporting requirements.* The independent police monitor shall have the power to recommend that an internal investigation be reopened if he determines that the investigation was not thorough or fair. The reopening-of-case-recommendation provision only applies to the very limited instance where the statutory time limit permits. If the New Orleans Police Department declines to accept the recommendations of the independent police monitor relative to the classification of an investigation, a line of questioning, reopening an investigation not deemed to have been appropriately completed, or any other recommendation, the independent police monitor shall issue a public report relative to the refusal. All completed investigations reviewed by the independent police monitor shall be accompanied by a report in writing to the New Orleans Police Department stating whether the investigation was considered fair, thorough, timely or insufficient.

(7) *Police commendations.* The independent police monitor shall also compile data regarding commendations and shall identify officers, units, and precincts that have been commended by the public for doing exceptional work. Such information shall be presented in public reports. The independent police monitor will note patterns in commendations and urge the New Orleans Police Department to share commendation information widely within the department and identify practices and initiatives that should be emulated broadly throughout the department. No provision of this section shall violate the Police Officers' Bill of Rights.

(8) *Civilian complainants.* Civilian complainants who have tried unsuccessfully to obtain a meaningful status report on a complaint they initiated, may, upon request,

receive such a status report from the independent police monitor. Civilian complainants who are dissatisfied with the outcome of an investigation they initiated may request a review by the independent police monitor of the completed New Orleans Police Department investigation. When he deems it appropriate, the independent police monitor may recommend that such an investigation be reopened and report to the complainant whether he has recommended any further investigation. The reopening-of-case-recommendation provision only applies to the very limited instance where the statutory time limit permits.

(9) *Civil claims and lawsuits.* The Independent Police Monitor shall review patterns relating to civil claims and lawsuits alleging New Orleans Police Department misconduct, payout amounts over time, units disproportionately represented as subjects of claims and lawsuits, related training, and other issues. The independent police monitor shall review the investigation of the underlying incidents described in such claims and lawsuits, whether those investigations predated the filing of a claim or lawsuit or the investigations were initiated following such filings.

(10) *Recommendations to police superintendent.* The independent police monitor shall evaluate complaint trends and other information and investigation practices. The independent police monitor shall make recommendations to the superintendent to improve upon policies and practices based on national best practices.

(11) *Training review.* The independent police monitor shall periodically review training sessions and schedules to identify best practices and any need for improvements to training curriculum or frequency.

(12) *Public accountability.* The independent police monitor shall distribute information about its office, duties and functions. The independent police monitor shall issue complaint and commendation forms in languages and formats accessible to residents. The independent police monitor shall be required to hold at least one public outreach meeting in each council district of the city at least once every four months. The independent police monitor shall be required to meet with each police association a minimum of three times each year.

(13) *Civil service commission to establish rules and regulations.* The New Orleans Police Department and the civil service commission shall work cooperatively to establish rules and regulations that require both to cooperate with the independent police monitor as he actively monitors disciplinary and nondisciplinary proceedings. Those policies shall provide for, among other things: timely notification prior to disciplinary proceedings; complete access to the proceedings of departmental boards and civil service hearings involving the disciplining of officers; and complete access to all materials to which those boards and the civil service commission have access. The policies shall also provide for the ability of the independent police monitor to attend disciplinary and nondisciplinary proceedings, to review disciplinary and nondisciplinary documents, to make determinations as to whether departmental rules or policies have been violated, to make recommendations regarding appropriate discipline, and to review the appropriateness of

disciplinary sanctions. The independent police monitor in conjunction with the New Orleans Police Department internal investigations office shall make recommendations to the civil service commission relative to improving police disciplinary procedures.

(14) *Review of data collection and analysis.* The independent police monitor shall review New Orleans Police Department data collection and analysis to enable it to track trends in relation to types and sources of civilian and internally-generated complaints, processing and investigation, and determinations stemming from complaints, discipline imposed by type of complaint, use of the early warning system to intervene with an officer in need of additional training, supervision, or other issues of concern that arise during a review by the independent police monitor. The New Orleans Police Department shall provide the appropriate database and personnel to facilitate this section.

(15) *Mediation of civilian complaints.* The independent police monitor shall establish and administer a mediation program for civilian complaints, guided by best practices identified in other jurisdictions with such mediation programs. Consent of the civilian complainant, the police officer involved, and the New Orleans Police Department shall be required before a case can be scheduled for mediation by a trained neutral mediator from outside the New Orleans Police Department.

(16) *Public reporting requirement.* The independent police monitor shall be required to issue at least one public report each year, by March 31, detailing its monitoring and review activities and the appropriate statistical information from the internal investigations office, and other divisions of the New Orleans Police Department. The independent police monitor shall be required to report upon problems it has identified, recommendations made and recommendations adopted by the New Orleans Police Department. The report shall also identify commendable performance by the New Orleans Police Department and improvements made by the department to enhance the department's professionalism, accountability, and transparency. The criminal justice committee of the New Orleans City Council shall conduct a hearing on each annual report within 30 days of submission. Additional reports relating to policy and training recommendations, matters of significant public interest, or other concerns may be issued throughout the year. such reports will be submitted to the criminal justice committee of the City Council of New Orleans and simultaneously released to the public. The committee will have discretion as to whether to conduct a public hearing relating to such reports.

(17) *Penalties for violating this section.* It shall be the duty of all city employees, classified or unclassified to cooperate with the independent police monitor in his work pursuant to this section. Any city employee who violates any provision of this chapter shall be subject to investigation, and if warranted, to discharge or such other discipline consistent with civil service rules and procedures in addition to any other penalty provided in the City Charter or ordinances.

(18) *Negotiation of protocols.* The independent police monitor and the New Orleans Police Department shall be required to negotiate protocols within 90 days of the appointment of the independent police monitor.

(19) *Retention of powers by inspector general.* Nothing in this section shall be construed to limit the existing powers of the office of inspector general granted by statute, ordinance, rule or regulation. The office of inspector general shall retain all the powers and duties granted by federal and state statute, court ruling, ordinance, executive order, rule and regulation, contract or other means.

(M.C.S., Ord. No. 23146, § 1, 7-18-08)