



# Joint Officer-Involved Shooting Protocol

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## Objective

The objective of the Joint Officer Involved Shooting (“OIS”) Protocol (the “Protocol”) is to set forth a clear, community-centered, and responsive procedure for how the Seattle Police Accountability System entities<sup>1</sup> (the “Accountability Entities”) respond to families and community members who are affected by an OIS.

## Shared Values

The Accountability Entities agreed on shared values and a commitment statement to serve as the foundation of the Protocol.

- **Clarity:** Information and communications with families and community members affected by OIS are clear, accessible, and honest.
- **Community Centered:** Family members are empowered to lead the OIS process and are treated with compassion and respect for their lived experiences, with the intention of not furthering harm.
- **Cultural Humility:** The Accountability Entities will not engage in racial discrimination or prejudicial action or behavior and will be nimble in interaction in cultures that are not our own.
- **Responsiveness:** The Accountability Entities’ response to those impacted by an OIS is timely while remaining sensitive to the family’s emotional and informational needs and space.

## Commitment Statement

The Accountability Entities are committed to a model that is sustainable, trauma informed, and recognizes the importance of resilience practices.

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<sup>1</sup>For the purpose of this Protocol, the Accountability Entities are comprised of: The Office of Police Accountability, the Community Police Commission, and the Office of Inspector General. While not a signatory to the protocol, SPD and OIG supports the need for community-centered processes in this area that are driven by the Accountability Entities. The Protocol is consistent with recommendations previously made by SPD’s Force Review Board concerning non-SPD affiliated family liaisons.



# Protocol Steps

The following steps provide details on how the Accountability Entities will proceed collaboratively in communicating with the family following an OIS. These steps do not include each Accountability Entity's independent OIS protocol, but only areas of intersection. These steps were created with the intent of providing guidance to the Accountability Entities and other outside agencies. While the steps should be followed whenever possible, the Accountability Entities recognize that each OIS is unique and that there may be times that deviation from the Protocol is acceptable.

## 1 The OIS Occurs

Accountability Entities deploy their own individual protocols after notification of the OIS.

## 2 Staff Determines Point of Contact

The Accountability Entities staff<sup>2</sup> will communicate regarding the OIS. They will determine if there is an existing relationship between the impacted communities and a qualified Accountability Entities staff member.<sup>3</sup> If a relationship exists, that person becomes the primary point of contact with the family.

If there is no relationship to the family or community, an identified community engagement team member from one of the Accountability Entities will become the primary point of contact. After a point person is designated, they become the liaison to communicate with the family. However, the primary point person may also be paired alongside a community engagement specialist to assist.

## 3 Assess Type of Engagement

The point of contact communicates with the family to assess their needs. After connecting with the family, there are three anticipated outcomes:

- i. The family may have no interest in further communicating with anyone affiliated with the Accountability Entities, therefore the Protocol would end here.
- ii. The family may request one-on-one engagement with the point of contact, who would provide guidance, direction, and support to the grieving family and could include, but is not limited to, connecting them to resources.
- iii. The family may be interested in meeting with one or more of the Accountability Entities. If this is the case, the Protocol's shared values will be utilized when determining how to move forward.

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<sup>2</sup> Accountability Entities staff includes CPC Commissioners.

<sup>3</sup> A qualified Accountability Entities staff member is not determined by set of skills or professional status, rather they are determined by an organic and fluid level of confidence that is built from community trust and credibility.

## Coordinate Meeting

A meeting gives the Accountability Entities, system partners, and families an opportunity to engage in dialogue around the OIS. The point of contact creates an agenda determined by the desired outcome of the family. This includes establishing meeting topics, the agenda, the facilitator, the attendees, and the location.

The following may be helpful questions for the point of contact to ask the family when planning the meeting.

### A. Coordinate with the family to identify their desired outcomes.

Pre-Planning Questions:

- Where should the meeting occur and who should be present?
- What agreements are needed for the meeting?
- Meeting arrangements?
- Meeting expectations?
- Which entity is most appropriate to address agenda topics?
- What type of meeting: open/closed? Size?
- Preferred location?
- Food preference?
- Time preference?
- Language/linguistics?
- Resources?
- Cultural protocols?

### B. System planning meetings occur.

The point of contact plans and conducts the internal meeting with the Accountability Entities and, if needed and appropriate, other system partners and addresses the following questions:

- What are the needs and how will they be met?
- Who has access to or will create relevant and accessible materials?
- What roles and responsibilities will everyone play?
- What is the structure and format of the meeting?
- Are there special considerations or issues that the partners should be aware of (i.e., Is this a high-profile media case? Is there a dispute within the family or the community?)
- Are logistical issues taken care of (food, location, translator, etc.)?

### C. Family meetings occur.

- Accountability Entities staff are responsible for ensuring that the meeting runs smoothly and remains focused on the family's needs.
- Identify issues that require follow-up and assign appropriate entity to conduct that follow-up.

**5****Schedule Debrief**

The point of contact schedules a debrief with appropriate personnel from the Accountability Entities to answer the following questions:

- What went well with implementing the OIS protocol?
- What did not go well? And why?
- What could we do differently in the future?

**6****Follow-up and Closure**

The point of contact follows up with participants.

- Follow up on asks from family meeting and Accountability Entities debrief.
- Each individual Accountability Entity will follow up with case as it aligns with their organization's vision and mission.

## Officer Involved Shooting Joint Protocol Flow Chart

