



City of Seattle
Edward B. Murray, Mayor

Mayoral Directive

Date: December 7, 2016

To: Kathleen O' Toole, Chief, Seattle Police Department
Kathy Nyland, Director, Seattle Department of Neighborhoods
Ben Noble, Director, City Budget Office
Patricia Lally, Director, Seattle Office for Civil Rights
Catherine Lester, Director, Seattle Human Services Department
M. Lorena González, Seattle City Councilmember
Mike O'Brien, Seattle City Councilmember

From: Mayor Edward B. Murray

Subject: **Community Service Officer Program Development**

Developing a new Community Service Officer Program

I have long supported a renewal of Community Service Officers (CSO) to assist the Seattle Police Department (SPD). In early 2016, my office reviewed SPD's community outreach staffing and strategies and learned that SPD currently has over 40 personnel, both sworn and civilian, who engage in community outreach and neighborhood problem-solving efforts. With that in mind, I directed a comprehensive assessment and analysis of how reviving the CSO program would fit into the current context and scope of SPD's work. During the 2017-2018 budget process, City Council placed \$200,000 in Finance General for CSO Program development in 2017 and \$1,800,000 in General Subfund revenues in 2018 for initial implementation. I support the additional resources, thank Councilmember Mike O'Brien for his efforts to secure those resources, and believe the Council and I share an interest and urgency to implement a new CSO program. There is a strong need for such a program to ensure that SPD is better able to provide non-emergency services and support to a wider range of our community. The following directive sets forth my plan pursuant to Council's budget action, which includes the establishment of an interdepartmental project team (IDT) to advise my office concerning a Community Service Officer program that will be informed by a Racial Equity Toolkit analysis and other community engagement.

Establishing the Community Service Officers Interdepartmental Team

An IDT chaired by Chief Kathleen O'Toole of the Seattle Police Department is hereby established and tasked with developing recommendations for the Mayor concerning a CSO program. The IDT shall include the following departments and offices, including Councilmember Mike O'Brien and an additional representative from City Council to be identified by the Chair of the Gender Equity, Safe Communities & New Americans Committee:

- Mayor's Office
- Seattle City Council
- Seattle Police Department
- Seattle Department of Neighborhoods
- Seattle Office for Civil Rights
- Seattle Human Services Department
- City Budget Office

Directive for Implementation

To implement the CSO program, the following steps will be implemented by the IDT:

1. By April 28, 2017, the IDT should file a progress report with the City Clerk that accounts for the results of a Racial Equity Toolkit and does the following:
 - Summarizes and analyzes the functions of the original CSO program, identifies which functions have since been effectively addressed by other mechanisms, and prioritizes which historical functions and new capacities would best support current community needs;
 - Drafts the primary purpose, goals and objectives of a new CSO program; and
 - Proposes functions that could be performed by the CSO Program in 2018 to achieve the program's goals and objectives.
2. Upon filing of the IDT progress report, the Community Police Commission (CPC) should, consistent with Section III.C.12. and 13. of the 2012 Memorandum of Understanding between the United States and the City of Seattle filed with the U.S. District Court Western District of Washington, review whether and how the proposed IDT's purpose, goals and objectives help SPD build strong community relationships and sustainable dialogue with Seattle's diverse communities to ensure constitutional and bias-free policing, to closely interact with the community to resolve neighborhood problems, and to increase community confidence in the Police Department. All involvement of the CPC

is contingent upon the Court's indication that the CPC's involvement is consistent with the terms of the Consent Decree and the terms of the Court-approved draft accountability legislation.

3. Upon receipt of the CPC's review, the IDT should finalize the primary purpose, goals, and objectives of a new CSO program and develop a model for initial implementation in 2018. That 2017 program development work should include:
 - Determining the appropriate recruitment pool and desired CSO qualifications;
 - Developing a training curriculum, including identifying relevant departments and external agencies and entities who can provide initial training information as well as potentially ongoing relationships;
 - Identifying operational needs and costs, including training, appropriate office locations, support staff, uniforms, technology, and fleet needs that take into account how the CSO program can best interface with various communities and populations;
 - Determining the relationship between the CSO program and patrol, including deployment logistics but also how to build a positive supportive culture;
 - Engaging in outreach to labor and consulting with the Law Department;
 - Developing a scope, budget, and action plan for initial roll-out of the program in the second quarter of 2018.

Contact for Further Information

Thank you for your cooperation. If you have any questions, please contact Brian Maxey, Chief Operating Officer of the Seattle Police Department at brian.maxey@seattle.gov.