

## MISSION

The Citizen Complaint Authority (CCA) investigates serious interventions by Cincinnati police officers. CCA resolves all citizen complaints in a fair and efficient manner.

## PURPOSE

The CCA is an independent civilian oversight agency that investigates serious misconduct allegations against Cincinnati police officers. The Collaborative Agreement (CA) and Memorandum of Agreement (MOA) define CCA's role and the type of allegations CCA investigates. If the allegation does not fall within CCA's purview, it will be referred to the Cincinnati Police Department (CPD) for internal review or through the Citizen Complaint Resolution Process (CCRP). CCRP is a mediation process involving the complainant, the respondent officer and the officer's supervisor.

The following are the types of allegations that CCA investigates:

- Death in custody
- Discharge of firearm/taser
- Discrimination
- Excessive force
- Improper search/seizure/entry
- Improper pointing of firearms

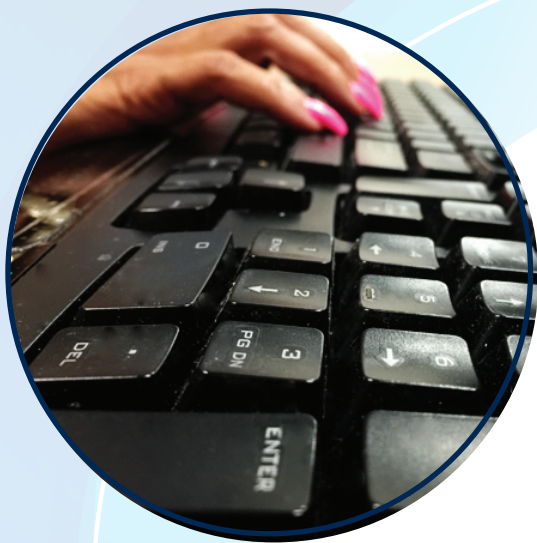
## HISTORICAL OVERVIEW

A series of civil disorders erupted in and around Cincinnati from April 9 to 13, 2001, after an unarmed black male was shot and killed by a CPD officer. Resulting lawsuits culminated in the creation of the CA and the MOA to improve police service to communities, to implement community problem-oriented policing and to revise use-of-force guidelines.

CCA was a key outcome from the CA and MOA approved in 2002. CCA was created with investigative and administrative authority as an independent and impartial forum for citizens' complaints.

## INVESTIGATION PROCESS

CCA receives complaints via email, its website, telephone, facsimile or via walk-in to the CCA office. CCA also maintains complaint forms at its community partner locations.



The investigative staff at CCA will objectively and thoroughly investigate the complaint including interviewing parties and witnesses; interpreting applicable laws, regulations, policies, procedures; and analyzing all information to reach findings and a conclusion. Upon completion, the Director will forward the investigative report to CCA's Board. The Board does not re-investigate CCA matters; it reviews each case for completeness. The Board generally meets on the first Monday of each month at 5:00 p.m. in Council Chambers, except on holidays. Please call the office to confirm the Board's schedule. The public is welcome to attend the CCA Board meetings. All Board meetings can also be seen on CitiCable.

The complainant, the involved officers and witnesses are notified and encouraged to attend the Board meeting. Upon completion of the Board's review, CCA will forward recommended findings to the City Manager. The City Manager makes the final decision, which is not subject to appeal.

## REQUEST A SPEAKER

CCA is dedicated to assisting the community in understanding the services that our agency offers and how we can assist individuals with their complaints against or commendations of CPD. If you and your community or business group would like to learn more about CCA, we invite you to contact our organization.

CCA employees are available to speak on a variety of topics at your next meeting, including but not limited to:

- General Overview
- Historical Overview
- Annual Report Briefing
- CCA's Board
- Complaint and Investigations Process
- CCA's Statistical Review

If you are interested in having a CCA speaker, please feel free to contact us.

## CONTACT US

Citizen Complaint Authority  
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Cincinnati, Ohio 45202-1947

Phone: (513) 352-1600  
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 [citizencomplaintauthority](https://www.facebook.com/citizencomplaintauthority)  
 [ccauthority](https://twitter.com/ccauthority)



CCA...Promoting the highest attainable standards of integrity, professionalism, and accountability.

# CITIZEN COMPLAINT FORM

Please print the information in all sections of this form and submit to the Citizen Complaint Authority Department.

## INCIDENT DETAILS

Incident Date\* \_\_\_\_\_ Incident Time \_\_\_\_\_ AM  PM

Incident Location\* \_\_\_\_\_ Neighborhood \_\_\_\_\_

Circumstance (i.e. traffic stop, search, pedestrian stop, communication, etc.) \_\_\_\_\_

Incident\* \_\_\_\_\_

Injuries Sustained Yes  No  Injury Description \_\_\_\_\_

Were you cited/charged? Yes  No  If so, please list \_\_\_\_\_

## OFFICER INFORMATION

Officer Name(s) \_\_\_\_\_

Badge Number(s) \_\_\_\_\_ Rank \_\_\_\_\_ Car Number(s) \_\_\_\_\_

## YOUR INFORMATION

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Home Number \_\_\_\_\_ Cell Number \_\_\_\_\_ Work Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Date Of Birth \_\_\_\_\_ Race \_\_\_\_\_ Gender \_\_\_\_\_

## WITNESS INFORMATION

Witness 1 Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

Home Number \_\_\_\_\_ Cell Number \_\_\_\_\_ Work Number \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Witness 2 Name \_\_\_\_\_ Witness 3 Name \_\_\_\_\_

**The information provided in this statement is true and factual to the best of my knowledge. I understand that I may be asked to appear at the CCA office.**

\*Required

Signature \_\_\_\_\_

Date \_\_\_\_\_

For office use only:

Date Received: \_\_\_\_\_ Received By: \_\_\_\_\_

