

# Memorandum

## City of Lawrence

### Police Department

**To: David L. Corliss, City Manager**  
**From: Sergeant Michael Monroe**  
**Cc: Tarik Khatib, Chief of Police**  
**Date: July 21, 2011**  
**Ref: Annual Racial Profiling Report**

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The Lawrence Citizens' Advisory Board was created to help develop our department's current policy on Racial Profiling. Throughout the year the Lawrence Citizens' Advisory Board examines all complaints of racial profiling along with our departments response to each instance. Each year a report is compiled to send to the office of the Attorney General for the State of Kansas.

Beginning in 2011, the Lawrence Police Department will be required to report all instances of Racial Profiling by July 31 as per the requirements of the new KSA 22-4610 (d)(1). This is change from the previous reporting date of January 31. In the future the timeframe for the completing the annual report will mirror the fiscal year.

Between January 1, 2011 and June 30, 2011 there were no reports of Racial Profiling. This six month period will put us in sync with the States' new reporting requirement. Attached is our Racial Profiling Report for 2011 to date.

If you have any questions about this issue they can be directed to me.

Sergeant Michael Monroe  
Investigations Division

Attachments

## REPORT OF RACIAL OR OTHER BIASED-BASED POLICING COMPLAINTS

LAW ENFORCEMENT AGENCY REPORTING: Lawrence Police Department

REPORTING PERIOD: **January 1, 2011 through June 30, 2011**

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Number of racial or other bias-based policing complaints received for this reporting period.

Local Identifier (Optional) <i>Do Not Use Names</i>	Date Complaint Rec'd	Action Taken	Date Complaint Closed	Disposition

Name of official preparing report Sergeant Michael Monroe

Signature \_\_\_\_\_

KSA 22-4610(d) requires all law enforcement agencies to file an annual summary report of complaints alleging racial profiling with the Office of the Attorney General at the end of each state fiscal year. *Reporting is required even if no complaints were received.* The report is due by July 31.

K.S.A. 22-4610 (d)(1) Each law enforcement agency shall compile an annual report of all complaints of racial profiling received for the period of July 1 to June 30 and shall submit the report on or before July 31 to the office of the attorney general for review. (2) The annual report shall include: (A) The number of racial or other biased-based policing complaints received; (B) the date each racial or other biased-based policing complaint is filed; (C) action taken in response to each racial or other biased-based policing complaint; (D) the disposition of each racial or other biased-based policing complaint; (E) the date each racial or other biased-based policing complaint is closed; (F) whether or not all agency law enforcement officers not exempted by Kansas commission on peace officers' standards and training received the training required in subsection (c)(2)(A); (G) whether the agency has a policy prohibiting racial or other biased-based policing; (H) whether the agency policy mandates specific discipline for sustained complaints of racial or other biased-based policing; (I) whether the agency has a community advisory board; and (J) whether the agency has a racial or other biased-based policing comprehensive plan or if it collects traffic or pedestrian stop data.

Mail completed form to Office of Attorney General, Memorial Hall, 2<sup>nd</sup> Floor, 120 SW 10<sup>th</sup> Avenue, Topeka, KS 66612. Or fax the report to (785) 296-6296.

## REPORT OF RACIAL OR OTHER BIASED-BASED POLICING COMPLIANCE

LAW ENFORCEMENT AGENCY REPORTING: Lawrence Police Department

REPORTING PERIOD: January 1, 2011 through June 30, 2011.

1. Have all of law enforcement officers serving in the agency who were not exempted from annual training by the Kansas Commission on Police Officer Standards and Training completed training required in K.S.A. 22-4610 subsection (c)(2)(A)? If no, attach explanation. ☒ YES ☐ NO  
**NOTE: For this reporting period only, training from January 2010 through June 30, 2011, is considered to fulfill compliance.**
2. Does the agency have a policy prohibiting racial or other biased-based policing? If no, attach explanation. ☒ YES ☐ NO
3. Does the agency mandate specific discipline for sustained complaints of racial or other bias-based policing? If no, attach explanation. ☒ YES ☐ NO
4. Does the agency have a community advisory board? ☒ YES ☐ NO
5. Does the agency have a racial or other biased-based policing comprehensive plan? ☒ YES ☐ NO
6. Does the agency collect traffic or pedestrian stop data? ☐ YES ☒ NO

Name of official preparing report Sergeant Michael Monroe

Signature \_\_\_\_\_

K.S.A. 22-4610 (d)(1) Each law enforcement agency shall compile an annual report of all complaints of racial profiling received for the period of July 1 to June 30 and shall submit the report on or before July 31 to the office of the attorney general for review. (2) The annual report shall include: (A) The number of racial or other biased-based policing complaints received; (B) the date each racial or other biased-based policing complaint is filed; (C) action taken in response to each racial or other biased-based policing complaint; (D) the disposition of each racial or other biased-based policing complaint; (E) the date each racial or other biased-based policing complaint is closed; (F) whether or not all agency law enforcement officers not exempted by Kansas commission on peace officers' standards and training received the training required in subsection (c)(2)(A); (G) whether the agency has a policy prohibiting racial or other biased-based policing; (H) whether the agency policy mandates specific discipline for sustained complaints of racial or other biased-based policing; (I) whether the agency has a community advisory board; and (J) whether the agency has a racial or other biased-based policing comprehensive plan or if it collects traffic or pedestrian stop data.

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**Print Form**