

Results

- After a thorough investigation, if the employee's actions are found to be inappropriate, disciplinary action will be determined by the seriousness of the infraction. Actions range from additional training or reprimand, to suspension. In extreme cases, termination may be appropriate.
- After the investigation is conducted, the Chief of Police will inform you of the results, usually in writing.
- If you are not satisfied with the results of the Department's investigation, you are encouraged to contact the Chief of Police to discuss the matter. In the case of criminal violations, you are encouraged to contact the Cook County State's Attorney's Office.
- If a complaint is made based upon a good faith belief of truth and the employee is ultimately exonerated, the case will be ended. If the complaint was knowingly false or intended merely to embarrass or discredit the employee, criminal charges or a civil suit may be brought against those making false statements.

We Value Your Opinion

A citizen complaint is not taken lightly. At a minimum, it will cause the Department to review its procedures.

Further, the events leading to a complaint are discussed with the employee as a useful training tool—helping to fortify the Department's commitment toward professionalism

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Compliment

&

Complaint Procedures



How to commend or complain about a member of the

Barrington Hills Police Department



A Nationally Accredited Law Enforcement Agency

It is the policy of the Barrington Hills Police Department to receive and investigate complaints related to internal discipline in a manner that will assure the community of prompt corrective action when department members conduct themselves improperly, and to protect the police department and its members from unwarranted criticism pursuant to the discharge of official duties.

Citation and Ordinance Complaints

The issuance of a traffic citation or local ordinance violation occasionally creates a conflict between officers and citizens. Because a Judge is a neutral trier of fact, it is the Department policy to refer complaints about the propriety of a citation or ordinance violation to the Circuit Court or Administrative Adjudication.

How are complaints made?

Throughout the year, members of the police department handle a variety of calls and have numerous contacts with the public. In some cases, persons may feel that a member of the police department has treated them in a less than professional manner.

If you have a complaint or concern about the manner in which a department member conducted themselves, you may

request to speak with the Shift Supervisor.

In the absence of the Supervisor, your name, address, telephone number and nature of your complaint will be recorded and forwarded to the involved employees highest ranking supervisor.

At this time, the sergeant on duty may attempt to resolve the problem informally or through a formal internal investigation.

This decision is based on the nature and scope of the complaint as well as the wishes of the complainant.

If the complainant wishes to file a formal complaint, the sergeant on duty will assist the complainant in filling out the proper paperwork. You are not required to give your name, however please remember anonymous complaints are difficult to investigate. This complaint will be forwarded to the Chief of Police for assignment and investigation.

What happens when a formal complaint is filed?

Once a complaint is filed, it will be forwarded to the Chief of Police, who will then assign it to a supervisor for investigation. The investigation process generally takes approximately thirty days.

You will be kept informed as to the status of the investigation and you will be advised as to the outcome of the investigation.

If the complaint is found to be true, the department member may be disciplined at the discretion of the Chief of Police. One or more of the following disciplinary actions may be taken:

- ◆ Counseling
- ◆ Retraining
- ◆ Reprimanding the member
- ◆ Suspending the member without pay
- ◆ Demotion
- ◆ Recommending termination

What if I want to compliment a member of the Department?

The members of the Barrington Hills Police Department are dedicated to serving you and the community.

If you have the occasion to see a department member doing an outstanding job, the Department would like to hear about that. This can be accomplished by contacting the supervisor on duty or by sending a letter or email to the Chief of Police. A copy of your letter will be given to the employee, placed their personnel file, and posted within the police department.