

Phase 1 -- Independent Review

In this phase, we will establish and use secured virtual engagement to support the project goals:

1. We will prepare an Independent Review of the April 10 incident, and report our findings as to the level of compliance by the officers involved with UPD policy. In support of the Independent Review, we will request, receive and review documentation and reports, including the internal investigation of the incident, and any other reports or data developed by the UPD, including video footage. This will include any public report available and released by the Champaign County State's Attorney relative to decisions made.
2. We will assess UPD operational and tactical practices, supervision, policies and procedures in support of the Independent Review. We anticipate that this will require interviews with internal subject matter experts, policy review and benchmarking against law enforcement standards.
3. We will attempt to clarify the expectations of the community regarding use of force, and compare/contrast these expectations with existing UPD policies and the law. To that end, we will seek to engage with key community stakeholders as identified by the City and UPD and other community stakeholders as time and resources permit.
4. We will investigate the allegation that a member of the public who posted a bystander video of the April 10 incident was approached by one or more Urbana police officers and asked to remove the video from social media. We will attempt to interview the individual involved.
5. Based upon what is known to date, we anticipate up to 10 civilian interviews and/or virtual focus group sessions. Including UPD interviews (with those UPD employees responsible for setting and implementing policy and/or training) and other members of the public, we anticipate a total of up to 16 interviews. **Additional interviews of community members will increase the scope of work and pricing for the project.** Should this become an issue, we will work with the City to identify an appropriate strategy.

Phase 2 – Completion of Investigation and Report to the City

In this phase we will:

1. Develop a detailed chronology of events surrounding the April 10 use of force incident.
2. Review and assessment the Internal Use of Force Investigation conducted by the UPD and the available information to arrive at the Independent Review of the findings and outcomes.
3. Provide a comprehensive review of the applicable policies and procedures for the UPD, and the relevant laws, regarding use of force, response and supervision, including de-escalation, tactics, equipment and priority incident response.
4. Develop key recommendations and findings arising from our review regarding the policies, procedures and practices of the UPD, as well as the relevant laws.
5. Identify strategies, as relevant, for further community engagement on critical policing issues.
6. Submit a final report, in PDF format, of the following deliverables:
 - a. Independent Review
 - b. Assessment of UPD use of force policies and relevant laws
 - c. Community Expectations
 - d. Outcome of bystander video investigation
 - e. Recommendations for changes in UPD policy/practice and further community engagement.
7. Attend a virtual City Council meeting to provide a high-level PowerPoint overview of our report and answer Councilmember inquiries regarding our findings and recommendations.