

Action Plan in response to Cultural Assessment of the Apex Police Department

| Recommendation | Action Plan |
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| Create Diversity, Equity, and Belonging Manager Position and fill the position in the current fiscal year | <ul style="list-style-type: none"> ● Research job specifications and create a job description ● Submit to Personnel Committee for approval |
| Form an APD Diversity, Equity and Belonging Committee | <ul style="list-style-type: none"> ● Create committee mission and goals ● Solicit for a diverse group of members |
| Empanel a cross-departmental diversity council (or other name) to continue the momentum started with the training done in FY 2020-21 | <ul style="list-style-type: none"> ● Create council mission and goals ● Solicit for a diverse group of members representing all departments |
| Provide additional racial equity training for all personnel | <ul style="list-style-type: none"> ● Build upon current training offerings ● Scenario based training |
| Support the on-going effort, begun by a patrol officer, to form a work group for LGBTQ members (sworn and civilian) to provide mutual support and foster a greater sense of belonging in the organization. | <ul style="list-style-type: none"> ● Provide opportunity and assistance to the officer ● Create work group purpose and mission |
| Deploy an application that will allow staff members to make anonymous reports regarding incidents of bias, racist behavior, or other similar conduct. | <ul style="list-style-type: none"> ● Research appropriate applications ● Create guidance for how to handle reports |
| Create a Citizen Advisory Board | <ul style="list-style-type: none"> ● Research board utilization and structure – in NC and nationwide ● Develop the mission and function of the Board. ● Consult via Town Manager with Mayor/Council regarding the intent of the Board |
| Facilitated listening sessions between elected officials and APD staff | <ul style="list-style-type: none"> ● Chief Godwin to meet 1 on 1 with each elected official ● Create schedule ● Obtain services of facilitator ● Create “ground rules” for conduct of the sessions |
| Disciplinary Process | <ul style="list-style-type: none"> ● Review current process ● HR to be consulted/involved in all matters beyond a written warning ● HR to receive copy of all initial complaints (internal and external) ● Town Manager to receive a monthly report of all on-going investigations and their status including those closed during the month |

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| | <ul style="list-style-type: none"> • Town Manager to provide to Council a data summary regarding open/closed cases and their source (internal/external) |
| Promotional Process | <ul style="list-style-type: none"> • Review current process to ensure it is as objective as possible • HR to continue to be involved in promotional processes |
| Internal Empowerment and Communication | <ul style="list-style-type: none"> • Review current internal communication practices • Determine the needs of staff as it relates to receiving information and how best to deliver information • Determine how best to communicate decisions in terms of at what level they are made – help mitigate against the narrative that elected officials are to blame • Evaluate methods for spontaneous anonymous feedback |
| Policy Enforcement | <ul style="list-style-type: none"> • Review policy enforcement to determine if inequities exist • Determine how to make improvements to ensure policies are equally applied |
| Equitable Policing | <ul style="list-style-type: none"> • Review calls for service to neighborhoods with predominantly racial/ethnic minority residents to determine if there is evidence of lack of a proper and timely response to calls for service • Continue consistent review of all use of force incidents to ensure there is no bias reflected in the application of force |