



## PSCRB REVIEW REQUEST FORM

Requestors Name:

\_\_\_\_\_

Requestors Address:

\_\_\_\_\_

Phone Number:

\_\_\_\_\_

Today's Date:

\_\_\_\_\_

BPD Complaint Tracking Number (if known):

\_\_\_\_\_

Requestor's Signature:

\_\_\_\_\_

### Drop off or mail to:

Bloomington Police  
Department  
305 S. East Street  
Bloomington, Il 61701  
Attn: Office of  
Professional  
Standards



To request a complaint review by the PSCRB, you may use the attached form and submit it to any of the following:

- Drop off the completed form at any PSCRB meeting. The Staff Liaison will be present to collect the form. To ensure a fair process and to maintain confidentiality, personal contact should not be made with PSCRB members regarding the complaint review.
- Drop off mail to the City Legal Department at: 115 E. Washington Street Bloomington, Illinois 61701.
- Drop off mail to the Bloomington Police Department at 305 S. East Street Bloomington, Illinois

### INTEGRITY STATEMENT

Harassment, retaliation or retribution for filing a complaint or testifying on behalf of a complainant will not be tolerated.

If you believe that you are the subject of harassment, retaliation, or retribution as a result of the complaint process, please contact the Public Safety & Community Relations Board, the Department of Professional Standards within the Police Department of the City's Legal Department for appropriate investigation and follow-up.



## PUBLIC SERVICE COMMUNITY RELATIONS BOARD



This brochure focuses on the review process for citizen complaints already filed with the police department. If you are looking for information on how to file a new citizen complaint, please see this site:

[www.cityblm.org/government/departments;police/citizen-complaints](http://www.cityblm.org/government/departments;police/citizen-complaints)



## Public Meetings

- Meetings are held on the fourth Wednesday of the month at 3:30 pm in the Government Center Boardroom, 115 E. Washington Street, 4th floor Room 400.
- Quarterly meetings are held in the same location. During quarterly meetings citizen concerns can be heard. Public input should also include recommendations on improving citizen-police interactions. Quarterly meetings begin at 6:00 pm.



## COMPLAINT REVIEW

- If a complaint is not satisfied with the final determination by the Chief of Police, the complainant may make a request for a review by the PSCRB within 30 days from the receipt of the notice of BPD's findings.
- A request for a complaint review must be made in writing and filed with BPD, the City of Bloomington's Legal Department or provided to the PSCRB Staff Liaison at their public meetings.
- Written requests should include the requestor's name, (printed and signed), and phone number, BPD complaint tracking number, (if available), date of receipt of the complaint findings and the date the written request was submitted.
- The PSCRB's review is limited to determining if BPD followed established protocols during their complaint investigation.
- Per local ordinance (Ch. 35, Art IV, Sec. 79), the PSCRB can not compel testimony or re-investigate the original complaint.

## PSCRB FINDINGS

- Upon completion of their case review, the PSCRB may or may not choose to recommend policy changes to the Chief of Police or the City Manager.
- The PSCRB may also defer its recommendations until such time that additional cases can be considered with respect to specific policies.
- Regardless of the PSCRB's findings, no action of the PSCRB shall constitute or be considered as evidence of either wrongdoing or vindication in any action, including in any other criminal, or civil court proceeding, or in any arbitration proceeding.
- Also, nothing in the ordinance shall constitute a bar to disciplinary action against a police officer by the Chief of Police, based on BPD's own investigation.

