POLICY/PURPOSE:
It is the policy of the Cedar Rapids Police Department (CRPD) that all police-initiated actions, which include all investigative detentions, traffic stops, arrests, searches and seizures of persons and/or property by officers, will be based on a standard of reasonable suspicion or probable cause as required by the Fourth Amendment of the U.S. Constitution and statutory authority. Officers must be able to articulate specific facts, circumstances and conclusions, which support probable cause or reasonable suspicion for the arrest, investigative detention or traffic stop.

The CRPD prohibits bias-based profiling in traffic contacts, field contacts, and asset seizure and forfeiture efforts. No person shall be subject to any stop, detention, enforcement action, or search by members of this department when such stop, detention enforcement action, or search is based on bias-based profiling. Nothing in this policy should inhibit any member of the CRPD from using their investigatory skills as a trained law enforcement officer to detect reasonable suspicion of criminal activity. [1.2.9a]

DEFINITIONS:
Bias-Based Profiling – The selection of individuals based solely on a common trait of a group. This includes but is not limited to race, ethnicity, national origin, religion, age, gender, gender identity or sexual orientation.

PROCEDURE:
The department will train agency enforcement personnel in bias-based policing issues including legal aspects. This should include profiling related topics (i.e. field contacts, traffic stops, search issues, asset seizure and forfeiture, interview techniques, cultural diversity, discrimination, and community support. Initial training occurs in the police academy and refresher training is conducted every two years. [1.2.9b]

Commanders at all levels must take steps to ensure that officers in their command do not engage in bias-based profiling. These steps should include clearly indicating to subordinates that profiling will not be tolerated, a review of enforcement reports with a focus on identifying possible profiling patterns, and encouraging appropriate traffic enforcement tactics.

Reporting Bias Based Policing
If you observe bias based profiling by another employee, immediately tell the person displaying the behavior to stop; however, this is not required.

Promptly report any incident of bias based profiling to supervisor or commander, or the Chief of Police even if you have discussed it directly with the individual(s) involved.
Provide the following information when reporting bias based profiling:

- Date(s), time(s), and location(s) when the incident(s) took place
- Description of each incident (e.g. what was said and/or done)
- Name of anyone present during each incident
- Anyone with whom you have discussed the incident(s)
- Supervisory personnel receiving information of biased based profiling will complete a memo and forward it through the chain of command to Professional Standards.

Investigation of Reports of Bias Based Profiling

The division commander will determine and establish options and/or courses of actions to include, but not limited to: [1.2.9c]

- No further action. The employee’s performance is within policy
- Progressive discipline
- Mandatory remedial or additional training designed to improve employee skills and performance
- Informal monitoring by supervisor
- Formal counseling by a psychologist
- Mandatory or voluntary referral to the City’s Employee Assistance Program (EAP)
- Formal monitoring (probation period set) with formal reviews and reports
- Reassignment

The Chief of Police through Professional Standards will examine all forms and information regarding reported bias based profiling. The following information may be evaluated:

- Information broken down by race and gender
- Census data
- Complaints
- Research traffic stop history

Once the review is completed, the Chief of Police will determine whether an employee will be referred for further follow up. The division commander of the effected employee will coordinate the appropriate assistance and/or training activities that are to be taken to address the identified issue(s).

The Chief of Police will make the final determination of the appropriate action to be taken. A finding other than “no further action” or “informal counseling by supervisor” will require the division commander to develop an action plan for the employee to be approved by the Chief of Police. The action plan will be communicated to the employee. The division commander will follow up for compliance.

Professional Standards will conduct an annual administrative review of profiling report and actions, citizen concerns, and traffic citation data. A report will be published annually. [1.2.9d]