

RESULTS

- After 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 concluded, 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 faking 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.

Richard W. Semelsberger
Chief of Police

112 Agonquin Road
Barrington Hills Illinois, 60010

Phone: (847) 551-3006
Fax: (847) 847-551-3055

BARRINGTON HILLS POLICE DEPARTMENT

COMPLIMENTS OR COMPLAINTS



*How to commend or complain
about a member of the
Barrington Hills Police Department*



A Nationally Accredited Law Enforcement Agency



The Barrington Hills Police Department strives to maintain well trained, professional employees. To maintain this high level of professionalism, the Department recognizes the commendable efforts of its employees and fully investigates instances of alleged misconduct.

Compliments

If you wish to commend the performance of a Department member, a letter or note may be sent to the Chief of Police outlining the nature of the employee's actions.

A copy of your letter will be given to the employee, placed in their personnel file, publicly posted within the police department, and forwarded to the Village President and Board Members.

Traffic Citation Complaints

The issuance of a traffic or compliance citation occasionally creates a conflict between officers and citizens.

Because a Judge is a neutral fact-finder, it is the Department's policy to refer complaints about the propriety of a citation to the Circuit Court.

Personnel Complaints

It is the policy of the Barrington Hills Police Department to investigate all allegations of misconduct. An investigation is conducted to determine the validity of any allegation, to deter future misconduct and administer appropriate disciplinary action, and to review Department procedures.

Unfortunately the function of law enforcement brings police employees into contact with people under difficult circumstances. Whether issuing citations, investigating collisions, or resolving disputes, the task is sometimes a difficult one.

How to File a Complaint

If you have a complaint or concern about the manner in which an employee conducted him/herself, you may request to talk 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 employee's highest ranking supervisor. You are not required to give your name, however please remember anonymous complaints are difficult to investigate.

The Shift Supervisor will document your complaint and provide an explanation to you when possible. The Supervisor will forward the complaint and his/her observations to the Chief of

Police For Review. If the complaint is not resolved by the Shift Supervisor, you may request that the Chief of Police contact you. If you wish to talk with the Chief of Police, you may do so Monday through Friday, 9:00 a.m. to 4:00 p.m.

Complaint Process

- Complainant will be provided with the written complaint forms.
- A written complaint receipt will be completed by the Supervisor receiving the complaint whenever a complaint is made about a Department employee.
- The employee has a right to know the charge made against him/her and the identity of the person making the complaint. Illinois law requires a sworn affidavit for all complaints against a sworn officer.
- An investigator may be assigned to gather and receive evidence.
- It is essential that the public have confidence in the ability of the Department to investigate and properly adjudicate complaints against its employees. The Department assures you that there will be no retaliation against you.
- Your complaint will not be published in the newspaper. All complaints against Department employees are kept confidential unless criminal charges result.