



April 30, 2026

MEMORANDUM

TO: Wanika B. Fisher, Esq., Chair
Public Safety, Health, and Human Services (PSHHS) Committee

THRU: Sylvia King *CK*
Senior Legislative Budget Officer

FROM: Malcolm Moody - *MM*
Legislative Budget and Policy Analyst

RE: Administrative Charging Committee (ACC)
Fiscal Year 2027 Budget Review

Budget Overview

The FY 2027 Proposed Budget for the Administrative Charging Committee (ACC) is \$1,420,700. This reflects a \$42,300, or 3.4%, increase from the FY 2026 approved budget. The ACC serves to improve the disciplinary process of law enforcement officers to include independent assessments of citizen-driven police misconduct-related complaints. The goal of the ACC and the trial boards is to develop uniformity, fairness, and transparency in discipline sanctions against officers found guilty of misconduct, thereby increasing overall accountability and the community’s trust in the process.

Budget - General Fund and Grants

Fund Types	FY 2025 Actual		FY 2026 Budget		FY 2026 Estimate		FY 2027 Proposed	
	Amount	% Total	Amount	% Total	Amount	% Total	Amount	% Total
General Fund	\$1,111,762	95.8%	\$1,228,400	80.4%	\$1,183,100	91.6%	\$1,270,700	89.4%
Grant Funds	48,821	4.2%	300,000	19.6%	108,000	8.4%	150,000	10.6%
Total	\$1,160,583	100.0%	\$1,528,400	100.0%	\$1,291,100	100.0%	\$1,420,700	100.0%

Actual Fiscal Year 2025 through Proposed Fiscal Year 2027

Category	FY 2025 Actual	FY 2026 Approved	FY 2026 Estimated	FY 2027 Proposed	Change Amount	% Change
Compensation	\$ 653,102	\$ 704,000	\$ 696,400	\$ 745,500	\$ 41,500	5.9%
Fringe Benefits	186,803	219,300	196,100	236,100	16,800	7.7%
Operating Expenses	271,857	305,100	290,600	289,100	(16,000)	-5.2%
Subtotal	\$ 1,111,762	\$ 1,228,400	\$ 1,183,100	\$ 1,270,700	\$ 42,300	3.4%

Staffing and Compensation

Authorized Staffing Count - General Fund

	FY 2026 Approved	FY 2027 Proposed	Change Amount	Percentage Change
Full-Time	8	8	0	N/A
Total	8	8	0	N/A

- The General Fund provides funding for eight (8) full-time positions as follows:
 - Two (2) Administrative Specialist
 - Administrative Aide
 - Three (3) Paralegal
 - Two (2) Investigator

- There are currently no vacancies.

- The FY 2027 General Fund compensation is proposed at \$745,500, which reflects an increase of 5.9% over the approved FY 2026 budget.

- The Grant Fund is used solely for Operating expenditures, which is primarily sourced from the Governor's Office of Crime Prevention and Policy (GOCPP).

Fringe Benefits

- Fringe Benefit expenditures are proposed at \$236,100, which reflects an increase of 7.7% over the approved FY 2026 budget.

Operating Expenses

- The total General Fund operating expenditures for FY 2027 are proposed at \$289,100, which reflects a decrease of -5.2% from the approved FY 2026 budget.

- The total Grant Fund operating expenditures for FY 2027 are \$150,000, which reflects a decrease of \$150,000, or -50.0%, from the approved FY 2026 budget. It includes the following:
 - Administrative Charging Committee, Community, and Transparency Grant (PACT) - \$150,000, intended to increase safety and training for law enforcement and promote safe communities and encourage community engagement between law enforcement and the communities they serve.

- The Committee and Board Members’ stipends are budgeted within the operating (General and Administrative Contracts) line item.
 - This includes \$110,000 for Committee stipends. Each of the ACC five (5) members will be paid \$60/hour, not to exceed \$28,750/yr.
 - \$75,000 is budgeted for the Trial Board Judge Stipends, and \$15,000 for the citizens serving in the other positions on the three (3) member panel for the Administrative Hearing Board.

- The FY 2027, operating expenses are proposed at \$289,100, a decrease of -\$16,000 from the FY 2026 approved level, or -5.2%. Some of the major line items in the operating budget include:
 - General & Administrative Contracts - \$250,000
 - Office Automation- \$31,800
 - Training - \$9,000
 - Vehicle Equipment Repair/Maintenance - \$9,000
 - Telephone - \$2,500

- *See Appendix A for full list of Operating Expenses and Reasons for Budget changes.*

Operating Objects	FY 2026 Budget	FY 2027 Proposed	FY 2025 - FY 2026	
			\$ Change	% Change
Telephone	\$ 2,500	\$ 2,300	\$ (200)	-8.0%
Printing	800	2,500	1,700	212.5%
Office Automation	31,800	36,300	4,500	14.2%
Training	9,000	4,000	(5,000)	-55.6%
Membership Fees	500	500	-	0.0%
Pool Car Rental	9,000	9,000	-	0.0%
General & Administrative Contracts	250,000	233,500	(16,500)	-6.6%
General Office Supplies	1,000	1,000	-	0.0%
Office and Operating Equipment Non-Capital	500	-	(500)	-100.0%
TOTAL	\$ 305,100	\$ 289,100	\$ (16,000)	-5.2%

- The breakdown for the General and Administrative Contracts is as follows:

Vendor/Contractor Name	1 = MEE 2 = C EB 3 = C BSB 4 = CLB Unknown	Summary of Contract Services	Contract Amount	
			FY 2027 Proposed Contract Amount	Funding Source: General Fund (GF), Grants (GR), Other Fund (OF)
Roger Cole Thomas	1	Attorney services	\$25,000	GF
Lexis Nexis		Law review	\$ 6,000	GF
DCA Imaging		Copier lease	\$ 2,500	GF
		Total	\$33,500	

Workload

- The ACC provides civilian independent review of investigations of complaints brought against a law enforcement officer involving a member of the public, whether filed by a citizen or initiated by a law enforcement agency.
 - There are approximately twenty-eight (28) law enforcement agencies within the County that are governed by State and County legislation. Upon completion of an investigation, the law enforcement agency shall forward the file to the ACC.
 - The Committee will be responsible for reviewing the file to determine if the imposition of administrative charges and discipline (as applicable) are appropriate.
 - The ACC will use the uniform statewide disciplinary matrix developed by the Maryland Police Training and Standards Commission as the guide.
 - The ACC’s written findings and recommendations for discipline shall be forwarded to the head of the law enforcement agency in question.
 - The head of the agency may impose the discipline recommended by the ACC or a more severe one, based within the range of the uniform state matrix.

Case submissions by County and municipal law enforcement agencies:

Agency	CY 2023 Cases	CY 2024 Cases	CY 2025 Cases	Change (CY 24 - CY 25)
PGPD	128	306	251	-55
PGC Sheriff	24	46	45	-1
Berwyn Heights	0	0	2	2
Bladensburg	7	8	6	-2
Bowie	12	19	15	-4
Bowie State University	0	0	1	1
Capitol Heights	1	1	6	5
Cheverly	1	1	0	-1
Cottage City (Brentwood)	1	1	0	-1
District Heights	0	0	0	0
Edmonston	0	0	0	0
Fairmount Heights	0	0	0	0
Forest Heights	0	12	0	-12
Glenarden	2	8	4	-4
Greenbelt	19	22	9	-13
Hyattsville	13	30	7	-23
Landover	0	0	0	0
Laurel City	16	31	23	-8
Morningside	0	0	0	0
Mount Rainer	1	4	0	-4
New Carrollton	0	0	0	0
Riverdale	0	0	1	1
Seat Pleasant	4	9	3	-6
University Park Town Police	0	1	0	-1
Totals	229	499	373	-126

- See *2025 ACC Annual Report pg. 9-13* for additional information on Allegation/Disposition data.

Board Membership

- Pursuant to Sec. 2-536 of the County Code entitled, *Composition of ACC*, the Administrative Charging Committee shall consist of five (5) members: the Chair of the Police Accountability Board (PAB) or another member of the Board as designated by the Chair; two (2) civilian members who are not members of the Board, nominated by the County Executive and confirmed by the County Council; and two additional civilians who are not members of the Board but are appointed by the Board. The appointments shall be for three (3) year terms, except that the terms of the initial ACC members shall be staggered. No member shall be appointed for more than two (2) consecutive full terms.
- Prior to serving, all members of the ACC must complete the training required by the Maryland Police Training and Standards Commission. Members must also complete any other training as may be required to include law enforcement agency trainings and relevant local, regional, and national trainings, subject to County's approval and payment process.

Chair – Kelvin Davall Expires 6/30/2026

(Also serves as Police Accountability Board Chair)

Vice Chair – Cardell Montague Expires 6/30/2026

Member – Serenity Garnette Expires 6/30/2026

Member – Natalie Stephenson Expires 6/30/2026

Member – William (Bill) Scott Expires 6/30/2026

- See *Appendix B of this report* for info on Intake process, through the Triage Process, ACC Meeting Prep Process, ACC Meeting, Disposition, Transmittal and finally Closure.

Strategic Focus and Initiatives for FY 2027

- Improve turnaround times for findings.
- Streamline the review process to enhance efficiency.
- Strengthen collaboration with key stakeholders.
- Increase training and outreach on police accountability.

See *Appendix B* for additional info on Performance Measures.

Agency Identified Issues

- Recent misconduct reviews involving vehicle pursuits show notable variation in outcomes. The Committee sustained approximately 56% of pursuit-related allegations, while others

resulted in Exonerated, Unfounded, or Non-Sustained findings. This variation reflects the complexity of pursuit incidents, which often involve multiple allegations and situational factors requiring case-specific analysis.

- The ACC continues to experience increased caseload volume while operating with limited personnel resources. The number of matters requiring review have grown, while staffing levels have remained relatively constant. Sustaining timely reviews in line with statutory requirements may require ongoing evaluation of staffing capacity and operational resources.
- Certain external funding sources that have helped support the Committee's work are expected to sunset in the coming years. The expiration of these grant-supported resources may create operational gaps unless alternative funding mechanisms or staffing strategies are identified.
- The costs associated with the Administrative Hearing Board (AHB) process may present future budget considerations. As overall funding levels tighten, the costs required to support hearings, and related administrative processes may place additional pressure on available resources.
- The Committee may wish to continue monitoring the overall effectiveness and efficiency of the AHB process. Recent outcomes indicate that a significant portion of cases reviewed through this process result in reduced penalties. As a result, there may be opportunities for policymakers and stakeholders to consider whether the current structure continues to represent the most efficient use of resources while still supporting transparency, fairness, and accountability.

Background/Highlights

- The Administrative Charging Committee (ACC) was created by legislation CB-021-2022 as required by the Maryland Police Accountability Act of 2021.
- The ACC did not start hearing cases until March 1, 2023, due to mandatory training not being complete until February 2023.
- This evaluation will include reviewing body camera footage that may be relevant to the matters covered in the complaint of misconduct. Additionally, the ACC will issue a written opinion that describes in detail its findings, determinations, and recommendations and forward it to the chief of the law enforcement agency, the police officer, and the complainant.

Appendix A
Operating Expenses (FY 2026 Approved – FY 2-27 Approved
Reasons for Budget Changes

General Fund						
Account	Operating Objects	FY 2026 Budget	FY 2027 Proposed	\$ Change	% Change	Explain reason for budgetary change for each object
510110	Telephone	\$ 2,500	\$ 2,300	(200)	-8.0%	Decrease reflects cost for 5 cell phones
510310	Printing	\$ 800	\$ 2,500	1,700	212.5%	Increase reflects printing needs in FY 2027
510711	Office Automation	\$ 31,800	\$ 36,300	4,500	14.2%	Increase reflective of OIT Countywide IT allocation costs
510812	Training	\$ 9,000	\$ 4,000	(5,000)	-55.6%	Decrease reflects anticipated training expenses in FY27
511111	Membership Fees	\$ 500	\$ 500	-	0.0%	
511212	Pool Car Rental	\$ 9,000	\$ 9,000	-	0.0%	
511749	General & Administrative Contracts	\$ 250,000	\$ 233,500	(16,500)	-6.6%	Decrease reflective of historical actuals.
511801	General Office Supplies	\$ 1,000	\$ 1,000	-	0.0%	
511900	Office and Operating Equipment Non-Capital	\$ 500	\$ -	(500)	-100.0%	Operating equipment non-capital expenses are not anticipated in FY27
TOTAL		\$ 305,100	\$ 289,100	\$ (16,000)	-5.2%	

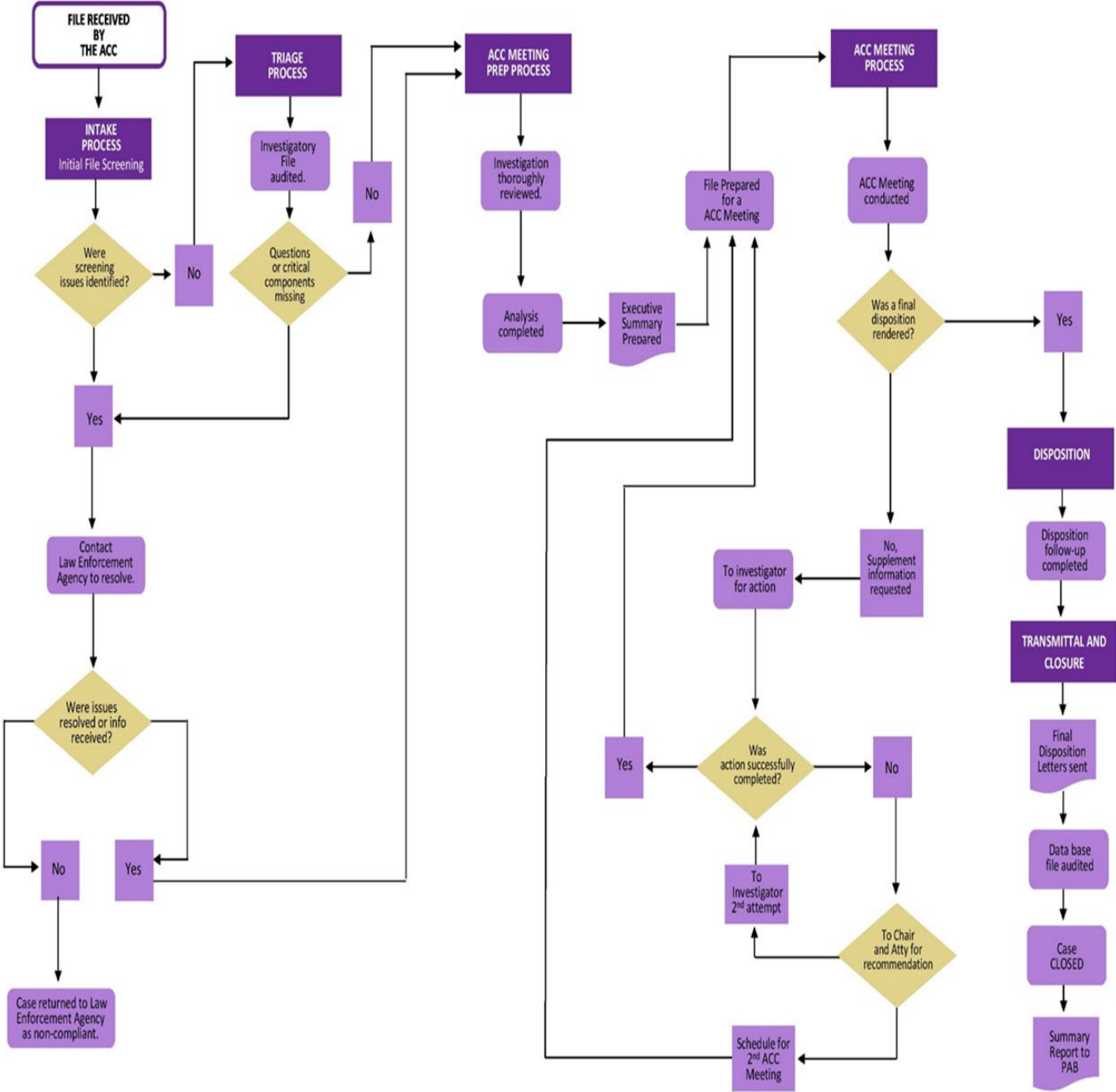
Intake process, through the Triage Process, ACC Meeting Prep Process, ACC Meeting, Disposition, Transmittal and finally Closure:

The timeframe from the date the complaint of police misconduct is filed with either the law enforcement agency directly, or the PAB, until the ACC transmits its final disposition, and recommendation shall not exceed one (1) year and a day. This includes the period of time the law enforcement agency takes to conduct its investigation.

Workflow Processing Steps



Appendix B-2



Step One: Intake:

Upon completion of the investigation of a complaint, the law enforcement agency will forward the file to the ACC. Upon receipt, the ACC's Administrative Aide will:

1. Acknowledge and document receipt of the file.
2. Input information into the ACC's case database.
3. Screen files using an Intake Checklist to ensure completeness.
4. Create, enter, or update files in the database.
5. Assign the file to an Investigator AND Paralegal.
6. Advance the investigatory file to the 2nd step in the process: File Triage.

Step Two: File Triage:

This phase includes the systematic process of examining the files for completeness, and that the case has been thoroughly investigated and completed on the side of the law enforcement agency. It involves examining the contents of the file and addressing any outstanding issues prior to scheduling cases for a review meeting by the Committee.

Step Three: ACC Meeting Prep:

The assigned Paralegal will thoroughly review the investigatory file in accordance with applicable law and the specific law enforcement agency's policies, procedures, and general orders. The Reviewer will also review the applicability of the disciplinary actions included in the Disciplinary Matrix and obtain any additional information and/or documents to assist ACC members in their assessment. A Case File Package is prepared and distributed to all ACC members prior to the ACC meeting.

Step Four: ACC Case Review Meeting:

During the case review meetings, ACC members will discuss the investigatory file submitted by the law enforcement agency. In each case, the following determinations and actions shall be made:

1. Whether an officer shall be administratively charged or not charged;
2. If the charge(s) are warranted, recommend appropriate discipline in accordance with the uniform matrix. The recommendation(s) made by the agency should also be taken into consideration when making this determination;
3. If evidence does not lead to being administratively charged, make a determination that the allegations against the officer are:
 - a. Unfounded
 - b. The officer is exonerated
 - c. The allegations are not sustained
4. Review BWC footage relevant to the complaint;
5. Request the officer to appear before the ACC (to be accompanied by a representative);
6. Issue a written opinion outlining the Committee's findings, determinations and recommendations;
7. Issue in writing any failure of supervision that may have caused or contributed to the officer's misconduct;

8. Forward the formal opinion to the agency head, law enforcement officer, and complainant;
9. The ACC may also request additional information or action from the law enforcement agency that conducted the investigation, including requiring an additional investigation; issuance of subpoena(s) to obtain physical evidence or to compel witnesses to be interviewed by the agency's investigator.

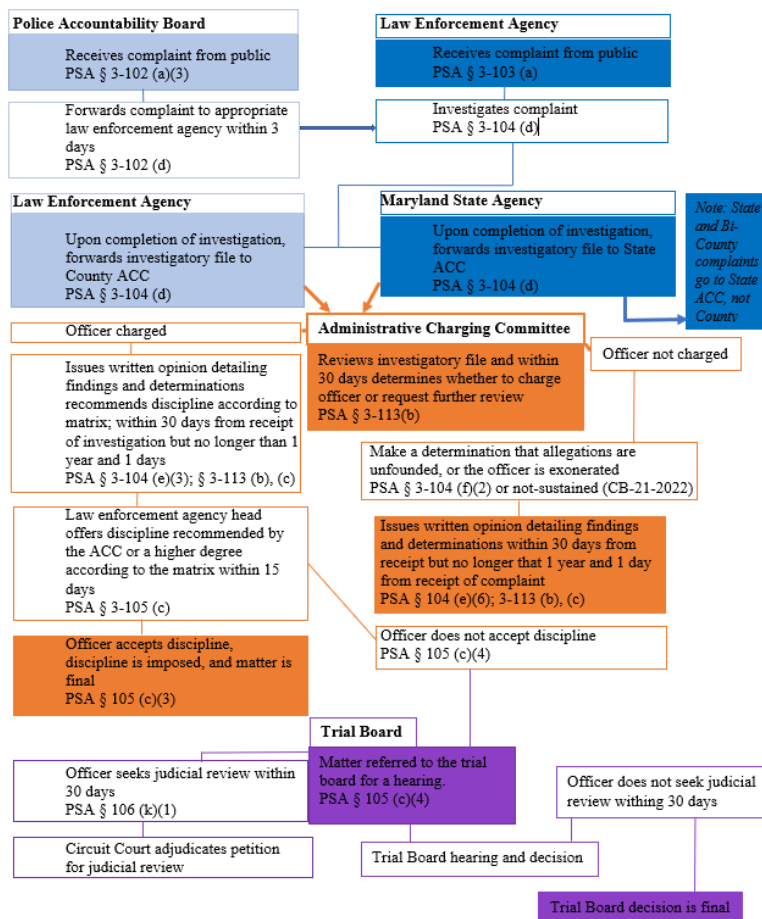
Step Five: Disposition:

The decision and recommended action from the ACC meeting are processed for completion.

Step Six: Transmittal and Closure:

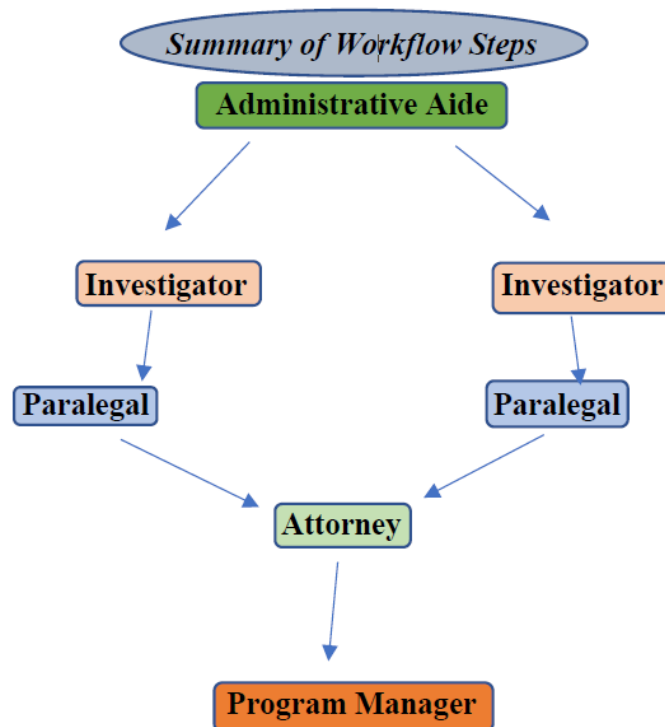
During this stage, ACC staff prepare the required documents and final disposition letter for transmittal to the law enforcement agency, complainant, officer, and the PAB.

Complaint process from initial report through final outcome at ACC and trial board levels:



Division of Duties

- Administrative Aide: Initial file review and triage
- Investigators: Full file review and preliminary determinations as to thoroughness of investigatory file from agency
- Paralegals: File identification of type of case and summarization of findings in writing with justification/explanation
- Attorneys: Legal analysis and written report on investigatory findings
- Program Manager: Final review and report compilation



Appendix C

Performance Measures as reported and projected by the agency:

Measure Type	Measure Name	Unit of Measure	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Estimated	FY 2027 Projected
Workload, Demand, and Production (output)	Body worn camera, Dashcam video, and video equipment violations	Number of	13	52	31	35	38
	Cases Returned to Public Safety Agencies during File Triage	Number of	92	393	290	300	310
	Alleged Discrimination and/or Harassment toward an Individual based on Racial, Religious, Ethnic, or other Protected Classes	Number of	5	18	15	16	21
	Alleged Violations of Federal, State, or Local Law	Number of	6	19	14	15	17
Quality	Days taken to investigate cases by public safety agencies	Average	69	242	235	301	122
	Days taken to Review Cases by ACC (case review Timeline)	Average	106	55	175	122	130