



MEMORANDUM

Austin Police Department *Office of the Chief of Police*

TO: Mark Washington, Director of Civil Service

FROM: Art Acevedo, Chief of Police

DATE: August 15, 2013

SUBJECT: Temporary Suspension of Police Officer Shawnn Williams #5987
Internal Affairs Control Number 2013-0304

Pursuant to the provisions of Chapter 143 of the Texas Local Government Code, Section 143.052, and Rule 10, Rules of Procedure for the Firefighter's and Police Officers' Civil Service Commission, I have temporarily suspended Police Officer Shawnn Williams #5987 from duty as a police officer of the City of Austin, Texas, for a period of 6 days. The temporary suspension is effective on August 15, 2013, and continuing through August 20, 2013.

I took this action because Officer Williams violated Civil Service Commission Rule 10.03, which sets forth the grounds for disciplinary suspensions of employees in the classified service, and states:

No employee of the classified service of the City of Austin shall engage in, or be involved in, any of the following acts or conduct, and the same shall constitute cause for suspension of an employee from the classified service of the City:

- L. Violation of any of the rules and regulations of the Fire Department or Police Department or of special orders, as applicable.

The following are the specific acts committed by Officer Williams in violation of Rule 10:

On March 2, 2013, Officer Shawnn Williams responded to a "Leaving the Scene" (LTS) crash involving two vehicles. Despite the fact that the elements of LTS were met, Officer Williams failed to write an offense report or issue a citation for LTS. Additionally, the suspect driver was a minor who had admitted that she had consumed alcohol. Again, Officer Williams failed to properly document the incident in a report. Further, Officer Williams failed to take appropriate enforcement action regarding the DUI of a minor.

By these actions, Officer Williams violated Rule 10.03(L) of the Civil Service Rules by violating the following rules and regulations of the Austin Police Department.

➤ **Austin Police Department Policy 900.4.3(c): General Conduct and Responsibilities: Neglect of Duty**

900.4.3(c) Neglect of Duty

Employees will satisfactorily perform their duties. Examples of unsatisfactory performance include, but are not limited to:

- (c) Failure to take appropriate action on the occasion of a crime, disorder, investigation or other condition deserving police attention.

By copy of this memo, Officer Williams is hereby advised of this temporary suspension and that the suspension may be appealed to the Civil Service Commission by filing with the Director of Civil Service, within ten (10) days after receipt of a copy of this memo, a proper notice of appeal in accordance with Section 143.010 of the Texas Local Government Code.

By copy of this memo and as required by Section 143.057 of the Texas Local Government Code, Officer Williams is hereby advised that such section and the Agreement Between the City of Austin and the Austin Police Association provide for an appeal to an independent third party hearing examiner, in accordance with the provisions of such Agreement. If appeal is made to a hearing examiner, all rights of appeal to a District Court are waived, except as provided by Subsection (j) of Section 143.057 of the Texas Local Government Code. That section states that the State District Court may hear appeals of an award of a hearing examiner only on the grounds that the arbitration panel was without jurisdiction or exceeded its jurisdiction, or that the order was procured by fraud, collusion or other unlawful means. In order to appeal to a hearing examiner, the original notice of appeal submitted to the Director of Civil Service must state that appeal is made to a hearing examiner.

Asst. Chief Paul [Signature] 8/15/13 for Chief Acevedo
ART ACEVEDO, Chief of Police

8/15/13

Date

TO WHOM IT MAY CONCERN:

I hereby acknowledge receipt of the above and foregoing memorandum of temporary suspension and I have been advised that if I desire to appeal that I have ten (10) days from the date of this receipt to file written notice of appeal with the Director of Civil Service in accordance with the provisions of Chapter 143 of the Texas Local Government Code.

[Signature] #5987

Police Officer Shawnn Williams #5987

8/15/13

Date

