

Duluth Racial Bias Audit Workplan

In September 2022, the City of Duluth, with input from Duluth's Racial Bias Audit Team (RBAT) hired the Crime and Justice Institute (CJI) to conduct a racial bias audit of the Duluth Police Department. CJI is committed to collaborating with the community and the Department to provide a holistic and comprehensive assessment of Department operations and interactions with the community with respect to the concerns raised about racial and ethnic disparities in police practices and operations. This document outlines the proposed timeline of the audit. CJI and Duluth's RBAT have committed to meeting monthly throughout the duration of the project to allow for continuous input, discussion, and assistance from the community.

Phase 1: Core Assessment

October – December 2022

For the first part of the core assessment, CJI will compile and review Duluth Police Department (DPD) policies, directives, reports, and trainings regarding:

- Recruitment, hiring, and personnel practices;
- Citizen reporting of suspicious or criminal activity;
- Racial and ethnic breakdown of stops and other police-public interactions;
- Civil disturbances;
- Use of force incidents;
- Community engagement; and
- Interactions with immigrant or refugee populations.

CJI will also compile and review Duluth Civilian Review Board (DCRB) policies, public communications, and reports. Resources and learning from other civilian review boards will be compiled for context.

Concurrently, CJI will draft and distribute an anonymous web-based survey across the Department to assess the implementation and effectiveness of DPD's biased policing and interracial relations trainings. CJI will also review and assess DPD's data collection systems and publicly available data dashboards. Finally, during this period, CJI will develop methodologies and assessment instruments to evaluate interactions between officers and the public through a video footage review of DPD's vehicle and pedestrian stops.

January – March 2023

For the second part of the core assessment, CJI will conduct interviews and focus groups with DPD leadership, staff, training instructors, and force review board members regarding various assessment topics. CJI will conduct the video footage assessment of DPD's vehicle and pedestrian stops.

In addition, CJI will conduct interviews and focus groups with leaders and members of BIPOC community organizations and organizations serving immigrant or refugee populations. Interviews will also be conducted with DCRB members and staff, and a community survey will be distributed as part of CJI's

assessment of DCRB. CJI also plans to conduct interviews with a sample of individuals who have filed complaints in the past year.

During this period, CJI will begin to compile all DPD operations, community interactions, and DCRB findings into draft assessments for the final report.

April – June 2023

In this period, CJI will finalize the compilation of draft assessments to produce a final racial bias audit report with recommendations for DPD and the community. The draft report will be submitted to relevant stakeholders prior to the public release for a review and comment period.

Phase 2: Post-Report Engagement

July – September 2023

For the post-report engagement, CJI will facilitate work sessions with DPD and RBAT on the implementation of recommendations. CJI and RBAT will present findings to community stakeholders.