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**EXECUTIVE DIRECTOR'S REPORT TO THE BOARD**  
**February 11, 2015**

We are glad to be here at the Jacob Riis Neighborhood Settlement House in Long Island City.

My name is Mina Malik and I want to thank the Chair for his kind introduction.

I will first provide you with a highlight from our monthly statistical report and then, will discuss other matters pertaining to the budget and operations of our agency. For a full review of the monthly statistics, please visit our web site.

At the end of January 2015 the open docket was 1,767 cases, which is a significant reduction from the 2,699 cases that were pending at the end of January 2014. This reduction is particularly visible in the open docket of the Investigations Division which decreased from 1,858 cases to 961 active cases - a 48% decrease.

With this decrease in the docket, we are becoming a more effective and efficient organization. The number of days it takes to investigate a complaint has decreased from 298 days in January 2014, to 252 days in July 2014, to 219 days in January 2015. This is a decrease of 27% in one year.

Similarly, the number of days it takes to investigate a substantiated complaint has decreased from 418 days in January 2014, to 358 days in July 2014, to 274 days in January 2015. This is a decrease of 35% in one year.

Also, the preliminary data for the New POD system shows that it is more effective than the old CCRB Team system. The number of days it takes to interview a complainant has decreased from 31 days in January 2014, to 11 days in January 2015. In January 2015, 75% of interviews were conducted less than 15 days.

In addition to this good news regarding our productivity, we have also received positive news regarding the budget.

On February 9th Mayor de Blasio released the February 2015 Financial Plan for Fiscal Years 2015 -2019. The financial plan reflects an increase of \$1,169,000 in the CCRB's fiscal 2016 budget, from the baseline of \$13,360,000 set in the November Plan, resulting in a preliminary budget for fiscal 2016 of \$14,529,000. This is an increase of 9%. The headcount increased from 167 full-time authorized employees to 178 employees.

The budget reflects the funding of additional staff for three new initiatives.

The first initiative is the expansion of the community outreach unit, from the current staffing of 2 employees to 8 employees. In addition to outreach presentations giving the CCRB a larger presence in the community, this additional staff will also be trained to receive complaints, conduct interviews, and take witness statements.

The second initiative is the funding of three employees to establish a dedicated training unit. An integral part of our plan to restructure the Investigations Division is to provide our investigators with ongoing, enhanced training. Training is a key pillar of our efforts to bring efficiency and uniformity to our investigative process to achieve better results.

The third initiative is the funding of three policy and data analysts to staff the policy unit. The policy unit has identified several important projects and studies and plans to expand our public reporting, including our complaint activity mapping tool.

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