

MEMORANDUM OF UNDERSTANDING  
*Revised and Restated March 19, 2019*  
*Update of the Original 2005 Agreement*

WHEREAS, the City of Raytown (hereinafter the "City"), Raytown Police Department (hereinafter the "Police") and the Kansas City Branch of the National Association for the Advancement of Colored People (hereinafter the "NAACP") entered into a mediation process, facilitated by the United States Department of Justice Community Relations Service (hereinafter "CRS"); and

WHEREAS, CRS organized meetings with Raytown city officials, representatives from the NAACP, and representatives of the community; and

WHEREAS, the purpose of these meetings and the mediation was to identify areas in which there are real or perceived barriers to the employment of minorities by the City and Police; real or perceived barriers to minority participation in the local government of the City; real or perceived barriers to minorities being able to voice complaints regarding the City; real or perceived racial profiling of minorities; and real or perceived retaliation against minorities who voice complaints against the City and Police; and

WHEREAS, through the process of mediation, specific actions to address the issues were identified; and

WHEREAS, the City and the NAACP, with the assistance of CRS, agreed to draft and approve a written memorandum of understanding (MOU), setting forth the issues identified and the actions steps to continue to address those issues, along with timelines for implementation, for the purpose of building a stronger relationship between the City, the Police, and its minority community.

NOW THEREFORE, the City, the Police and the NAACP understand and agree that the following issues were originally identified; action steps agreed to; and timelines established, as follows:

**Issue No. 1**

Diversity of current City employees

**Background/Discussion**

The NAACP noted that promoting cultural diversity is about not only employing minorities, but also holding existing employees accountable for embracing diversity.

**Action Steps Identified**

1. The City updated the performance evaluation form for supervisors to include diversity as a performance measurement in late 2005. This item will remain in effect as needed.
2. The City will provide diversity training to all employees and shall include a component emphasizing "implicit bias." This training is annually completed by the Police and every three years by city employees.
3. The City will identify funding for a needs assessment study of personnel policies, practices and procedures with particular emphasis on improving the diversity of its employees and assuring that employees treat all members of the public appropriately. This action was completed January 1, 2006, and will be updated in 2019. This updated needs assessment report will be provided to the Board of Alderman. The Human Relations Commission (HRC) will be charged with development of an action plan, to address the needs assessment report. The action plan will be reviewed annually.
4. The City will revise and update its personnel policy regarding employee appeals of discipline and termination, so the Board of Aldermen is no longer a part of the appeals process. This was completed with a significant revision to the Personnel Manual/Policy in December 2017 and will remain in effect as needed.

Outreach to minority youth to promote positive interaction between minority youth and the City, including the Police

**Background/Discussion**

Members of the minority community want Police to facilitate more positive interactions with minority youth. One way of reaching the youth community is through the school district. The NAACP would like to establish a better relationship with the school district. The NAACP also offers a brochure on civil rights "The 411 on the Five O" targeted to minority youth, explaining what they should do during a police stop.

**Action Steps Identified**

1. The Police will facilitate a stronger relationship between the Raytown School District and the NAACP, for the purpose of identifying opportunities with the Raytown School District to increase interaction between the Police and students.
  - a. The Police regularly assist with the Raytown School District Herndon Career Center's Law Enforcement program, by participating in mock interviews, law enforcement training scenarios, and crime scene investigation.
  - b. The HRC and the Police host two community forums to discuss two often contentious aspects of policing: use of force and traffic stops. A local group of young people named "Louder Than a Bomb" was invited to perform and join the conversation at one of the forums.
2. The Police and the City will continue to distribute brochures for the NAACP on civil rights to youth during City sponsored events.

**Issue No. 3**

Racial Profiling

## **Background/Discussion**

Neither the City nor the Police condone racial profiling. The Chief of Police has specifically stated that he does not condone racial profiling in any aspect of police work. Police report statistics each year to the Missouri Attorney General's Office regarding the total number of traffic stops, arrests and other data, along with the race of the person stopped. The Police do not currently report this information to the community or attempt to explain the meaning of these statistics. Statistical data may be found on the Missouri Attorney General Website <https://www.ago.mo.gov/home/vehicle-stops-report>.

## **Action Steps**

1. Police agrees to meet with the NAACP, to review the NAACP's analysis of the racial profiling statistics for the City and the greater metropolitan area. This action will be completed annually.
2. The City will issue a press release promulgating its stance on racial profiling, in conjunction with the release of racial profiling data by the Missouri Attorney General's office. This action was completed in 2006 and is no longer necessary, unless deemed necessary by the parties of this memorandum of understanding.
3. The Police will work with CRS to receive their consultation assistance in developing a racial profiling training curriculum for Raytown police officers.
4. The Police will track complaints of racial profiling incidents. This will be an ongoing effort.
5. The Police will continually issue press releases about the department's ongoing efforts with regard to tracking complaints of racial profiling incidents.

## **Issue No. 4**

Human Relations Commission (HRC)

**Background/Discussion**

The City, Police, NAACP discussed the concept of involving the City's HRC in reaching out to minority youth. Specifically, the group discussed a recognition program for youth who make good choices including being a good Samaritan, overcome personal difficulties and similar positive role model conduct. The City recognizes the need to communicate to the HRC the specific goal of implementing programs that help create a positive relationship between the minority community and the Police. The NAACP believes that the HRC should be more relevant, as it begins to assume more responsibility in interacting with the community.

**Action Steps**

1. In order to make the HRC more relevant, it is proposed that the commission members be rotated to ensure interest, commitment and continuity. The NAACP suggests that CRS (or a similar entity/agency) be utilized as a resource, in reviewing functions of the HRC.
2. The City shall direct the HRC to implement a program recognizing students for community service, charitable actions, making wise decisions such as staying in school, etc. This action is frequently completed by the Mayor and HRC via public proclamations and affirmations of student achievement. This will be an ongoing effort.
3. The Mayor will direct the HRC to have an annual goal-setting session to assure greater pro-activity in the community. This will be an ongoing process.

**Issue No. 5**

Negative perceptions of the City and changing that perception

**Action Steps Identified**

1. In conjunction with the presentation of the memorandum of understanding to the Board of Aldermen, the City, the Police, and the NAACP will

issue a joint press release regarding the MOU development process and the resulting document.

2. The City will involve the members of the implementation team of the City's strategic planning process, by advising them regarding the MOU development process and its outcomes.
3. CRS will assist the City with establishing a mechanism regarding measuring diversity and race relations in the city, known as the "City Spirit" program. While this step was completed in 2006, the City is committed to re-establish the "City Spirit" program with the intent of invigorating community leaders with a passion for diversity. This will be accomplished in 2019.

**Issue No. 6**

Citizen Complaints

**Background/Discussion**

The group discussed the fact that the City currently has a process in place for taking citizen complaints against the Police. The City does not, and will not, condone retaliation against any citizen for making a complaint against the Police.

**Action Steps**

1. A special review committee, consisting of representatives of the Kansas City Missouri Police Department (KCMO), the Overland Park Police Department and the Missouri Police Chiefs Association will review the City's current complaint policy and suggest any necessary revisions. In 2006, a committee consisting of the KCMO Police Department, the Overland Park Police Department and the Missouri Police Chiefs Association assisted the Raytown Police Department in developing a citizen complaint policy and complaint form. That complaint form is currently used by Raytown Police.

2. The Police will develop and disseminate a pamphlet, consistent with the revised policy, advising citizens of their rights and other relevant information about how to file a complaint against the Police. The NAACP will assist with the distribution of this pamphlet. This action will be an ongoing process.
3. The Police will track complaints and report to the HRC and the Board of Aldermen no less than annually, on the disposition of complaints against police officers, whether substantiated, unsubstantiated or exonerated. The Police maintains a policy of accepting any complaint, regardless of the source, against the Police and fully investigates all such complaints. This will be an ongoing process.

#### **Issue No. 7**

#### Appointments to Volunteer Boards, Committees and Commissions

#### **Background**

The City has established a number of boards, committees and commissions for the purpose of increasing volunteer citizen involvement in local government. The City would like to increase the cultural diversity of its boards, committees and commissions.

#### **Action Steps**

1. Develop accurate descriptions of all committees, boards and commissions including roles, expectations, goals and time commitment required.
2. A volunteer application and application process for City committees, boards and commissions has been completed and will remain in perpetuity. The applications are distributed throughout the community with the assistance of the Board of Aldermen, NAACP and other community groups, e.g. churches, Rotary, etc.
3. The City will develop specific goals to provide that all City committees, boards and commissions are culturally diverse. This will be an ongoing effort.

4. Report to the HRC and the Board of Aldermen no less than annually, on the cultural diversity of committees, boards, and commissions. The goal of each committee, board or commission should reflect the ethnic diversity of the community. This will be an ongoing process.

**Conclusion**

The City and the NAACP understand and agree that the process of improving race relations and perceptions should continue in the future. The undersigned attest that all participants in the discussion of the issues and remedies outlined thereof, have agreed to collaboratively work toward the execution of this memorandum of understanding and its provisions.

Signatories,

NAACP, Kansas City Branch

City of Raytown Missouri

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Rev. Dr. Rodney E. Williams  
President

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Michael McDonough  
Mayor

Witnessed By:

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Rita Valenciano  
Community Relations Service  
U.S. Department of Justice

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Joe F. Willerth  
Special Counsel