

(5) A MEMBER WHO IS APPOINTED UNDER SUBSECTION (A)(1)(II), (III), OR (IV) OF THIS SECTION SHALL SERVE IN A NONVOTING ADVISORY CAPACITY.

(F) (1) THE MAYOR OF BALTIMORE CITY SHALL ASSIGN STAFF TO THE BOARD FOR THE PERIODIC MEETINGS OF THE BOARD FROM THE OFFICE OF THE CITY SOLICITOR AND THE COMMUNITY RELATIONS COMMISSION.

(2) BALTIMORE CITY MAY HIRE AN INDEPENDENT ADMINISTRATOR TO SERVE THE BOARD.

16-44.

(A) AN INDIVIDUAL WHO CLAIMS TO HAVE BEEN SUBJECTED TO OR WITNESSED AN ACT OF ABUSIVE LANGUAGE, HARASSMENT, OR EXCESSIVE FORCE, OR INJURY ALLEGEDLY RESULTING FROM EXCESSIVE FORCE CAUSED BY A POLICE OFFICER, MAY FILE A COMPLAINT AT THE OFFICE OF THE INTERNAL INVESTIGATIVE DIVISION, THE LEGAL AID BUREAU, THE MARYLAND HUMAN RELATIONS COMMISSION, THE BALTIMORE COMMUNITY RELATIONS COMMISSION, OR AT ANY OF THE POLICE DISTRICT STATIONS.

(B) (1) EXCEPT AS PROVIDED IN PARAGRAPH (2) OF THIS SUBSECTION, A COMPLAINT SHALL BE MADE WITHIN 1 YEAR OF THE ACTION GIVING RISE TO THE COMPLAINT.

(2) A COMPLAINT FOR EXCESSIVE FORCE SHALL BE MADE WITHIN 90 DAYS OF THE ALLEGED ACT OF EXCESSIVE FORCE.

(C) (1) (I) THE COMPLAINT SHALL BE REDUCED TO WRITING ON A FORM AUTHORIZED BY THE BOARD, SIGNED BY THE COMPLAINANT, AND WITNESSED BY A NOTARY PUBLIC.

(II) IN ADDITION TO THE REQUIREMENTS OF SUBPARAGRAPH (I) OF THIS PARAGRAPH, A COMPLAINT FOR EXCESSIVE FORCE SHALL BE SWORN TO BY THE COMPLAINANT.

(2) THE COMPLAINT SHALL INCLUDE:

(I) THE NAME OF THE COMPLAINANT;

(II) IF KNOWN, THE NAME OF THE POLICE OFFICER ALLEGEDLY INVOLVED;

(III) THE DATE, TIME, AND PLACE OF THE ALLEGED MISCONDUCT;

(IV) THE CIRCUMSTANCES OF THE ALLEGED MISCONDUCT; AND

(V) AN EXPLANATION OF THE ALLEGED MISCONDUCT THAT IS DEEMED TO BE WRONGFUL.

(D) ONE COPY OF THE COMPLETED FORM SHALL BE RETAINED BY THE RECIPIENT OF THE COMPLAINT AND A COPY GIVEN TO THE COMPLAINANT. A COPY SHALL BE SENT WITHIN 48 HOURS TO THE INTERNAL INVESTIGATIVE DIVISION AND THE SECRETARY OF THE BOARD.