

Executive Committee Meeting

Wednesday, November 20, 2019

12pm – 1pm

American Red Cross

3950 Calle Fortunada

San Diego, CA 92123

AGENDA

- I. CALL TO ORDER/WELCOME (Chair Joe Craver)
- II. PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES
- III. PURPOSE OF THE EXECUTIVE COMMITTEE: The CRB's Executive Committee is a standing committee that is responsible for the jurisdiction over the health and welfare of the Board.
- IV. APPROVAL OF EXECUTIVE COMMITTEE MEETING MINUTES FROM AUGUST 21, 2019
- V. SAN DIEGO POLICE DEPARTMENT REPORT
 - A. Case load for CRB (Category I, Discipline Reports, Officer-Involved Shooting Cases, In-Custody Death Cases)
 - B. Shared Database Status
 - C. IA Logistics
 - D. Joint Complaint Form (Status of Spanish Version)
- VI. AGENDA PLAN FOR NOVEMBER 26, 2019 OPEN SESSION MEETING (Chair Joe Craver)
- VII. EXECUTIVE COMMITTEE UPDATE/DISCUSSION ITEMS
 - A. IA Tablets – Member feedback to take notes on case reports using tablets and any other issues.
 - B. Lessons Learned from NACOLE Conference Panel Discussion (November 23)
 - C. Board Member Vacancies & Reappointments
 - D. Update on Case Review (Number of Cases, Teams, Timeline)

- E. Feedback on 30th Anniversary Reception (November 14)
- F. Next Executive Committee Meeting
- G. Other Issues/Concerns

VIII. ADJOURNED

Materials Provided:

- CRB November 26, 2019 Open Session Meeting Agenda DRAFT
- CRB Executive Committee August 21, 2019 Meeting Minutes DRAFT

Public Comment on an Action/Discussion Item: If you wish to address the Board on an item on today's agenda, please complete a speaker form (on the table near the door) and give it to the Board's Executive Director before the Board hears the agenda item. You will be called to express your comment at the time the item is heard. Please note, however, that you are not required to register your name or provide other information to the Board in order to attend our public session or to speak.

Public Comment on Committee/Staff Reports: Public comment on reports by Board Committees or staff may be heard on items which are specifically noticed on the agenda.

Public Comment on Matters Not on the Agenda: If you wish to address the Board on any matter within the jurisdiction of the Board that is not listed on today's agenda, you may do so during the PUBLIC COMMENT period during the meeting. Please complete a speaker form (on the table near the door) and give it to the Board's Executive Director. The Board will listen to your comments. However, California's open meeting laws do not permit the Board to take any action on the matter at today's meeting. At its discretion, the Board may refer the matter to staff, to a Board committee for discussion and/or resolution, or place the matter on a future Board agenda. The Board cannot hear specific complaints against named individual officers at open meetings.

Comments from individuals are limited to three (3) minutes per speaker, or less at the discretion of the Chair. At the discretion of the Chair, if a large number of people wish to speak on the same item, comment may be limited to a set period of time per item. If you would like to have an item considered for placement on a future Board agenda, please contact the Executive Director at (619) 236-6296. The Director will consult with the Board Chair who may place the item on a future Board agenda. If you or your organization would like to have the Board meet in your neighborhood or community, please call the Executive Director at (619) 236-6296.

COMMUNITY REVIEW BOARD ON POLICE PRACTICES

A G E N D A

Tuesday, November 26, 2019
Valencia Park/Malcolm X Branch Library
5148 Market Street
San Diego, CA 92114

A quorum of twelve (12) board members is needed to conduct business. If you cannot attend, please call the CRB Complaint Coordinator at (619) 236-6296.

CLOSED SESSION 4:00 p.m. – 5:30 p.m.
Board Members and Staff Only

- I. Call to Order
- II. Legal Opinion(s) Request & Attorney/Client Privileged Response(s) (0)
- III. San Diego Police Department Feedback on Case Specific Matters Only
- IV. Shooting Review Board Reports (0)
- V. Category II Case Audit Reports (3)
- VI. Discipline Reports (2)
- VII. Case Review Team Reports (4)
- VIII. Case-Specific Recommendations to the Mayor (0)
- IX. Referrals to other governmental agencies authorized to investigate activities of a law enforcement agency (0)

Pursuant to California Government Code Section 54957 — To discuss community complaints brought against San Diego Police Department Officers under California Penal Code Section 832.7.

OPEN/PUBLIC MEETING 6:00 p.m. – 7:45 p.m.
Open to the Public

- I. CALL TO ORDER/WELCOME (Chair Joe Craver)
- II. PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES (CRB)
- III. APPROVAL OF MINUTES: CRB Open Meeting Minutes of October 22, 2019
- IV. NON-AGENDA PUBLIC COMMENT: (Speaker Slip Required)
- V. **EDUCATIONAL TOPIC:** _____ (20 mins)
Presenter: _____

- VI. UNFINISHED BUSINESS (DISCUSSION/ACTION)
 - A. IA Tablets (Discussion/Action Item)

- VII. NEW BUSINESS (DISCUSSION/ACTION): None

- VIII. COMMITTEE REPORTS (DISCUSSION/ACTION)
 - A. Continuing Education Committee (Taura Gentry)
 - i. List of Upcoming Educational Topics
 - ii. Feedback on Proposed Training on Lessons Learned from NACOLE Conference (Discussion Item)
 - iii. Ideas/Requests for Future Educational Topics, Field Trips, Trainings

 - B. Outreach Committee (Ramon Montano)
 - i. Summary of Past Events
 - ii. Feedback on Past Events (Discussion Item)
 - iii. Upcoming Events/Outreach Opportunities

 - C. Rules Committee (Doug Case)
 - Items being Considered by Rules Committee**
 - i. Template for Audits of Category II Cases
 - ii. Schedule Next Rules Committee Meeting

 - D. CRB Handbook Committee (Doug Case)

 - E. Policy Committee (Brandon Hilpert)
 - Items being Considered by Policy Committee**
 - i. Procedure & Guideline for SDPD Complaint Intake - Informal and Formal Complaints, Joint Complaint Form, Shared Database, Complaint Process Guide Card Issued to All Sworn Personnel
 - ii. Modify SDPD Procedure 1.4.9: Axon Body Worn Cameras - Section Q 7(N) - Issue is some complainants are not allowed to bring person of choice for support when viewing his/her BWC video.
 - iii. Development of Third-Party Mediation
 - iv. Best Practices Research for Law Enforcement Investigations Involving Discrimination Allegations
 - v. Complaint Process Guide Card Issued to All Sworn Personnel
 - vi. Require that SDPD officers provide and/or call for medical assistance in all situations where a person shows signs that they might be in medical distress
 - vii. Next Scheduled Meeting Date

 - F. Recruitment & Training Committee (Maria Nieto-Senour)
 - i. Update on New CRB Training Academy -Phase 1 Training

ii. Schedule Next Meeting Date

- G. Citizens Advisory Board on Police Community Relations (Taura Gentry)
• Update on October 28th Meeting (Diana Dent)
- H. 30th Anniversary Celebration Date (Brandon Hilpert)
• November 14.-Central Library

IX. CHAIR'S REPORT (1st Vice Chair Brandon Hilpert)

- A. Reminder-2nd Quarter (October 1-December 31) Volunteer Hours Report
(**Due January 4, 2019**)
- B. CRB Annual Presentation to Public Safety and Livable Neighborhoods
Committee (**December 2 at Jacobs Center - 6pm**)
- C. Revised Work Plan

X. EXECUTIVE DIRECTOR'S REPORT (Sharmaine Moseley)

- A. Caseload Update & Status of Case Reports
- B. Status of Annual Report for FY 19
- C. Status on Board Member Re-appointments & Appointments
- D. Other Items/Reminders

XI. SAN DIEGO POLICE DEPARTMENT REPORT (Executive Assistant Chief Al
Guaderrama)

- Updates

XII. BOARD MEMBER RIDE-ALONG REPORTS (2 mins each)

XIII. BOARD MEMBER ANNOUNCEMENTS/COMMENTS

XIV. ADJOURNMENT

Materials Provided:

- Minutes from CRB Open Session Meeting on October 22, 2019 DRAFT
- CRB Updated Calendar
- Updated Work Plan

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This agenda will be made available in alternate formats upon request, as required by the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. Requests for disability related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services or interpreters, should be forwarded to communityreviewboard@sandiego.gov, or call (619) 236-6296.

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Executive Committee Meeting Minutes

Wednesday, August 21, 2019

12pm – 1pm

**American Red Cross
3950 Calle Fortunada
San Diego, CA 92123**

Members Present

Chair Joe Craver

1st Vice Chair Brandon Hilpert

Doug Case

Mary O'Tousa

Members Absent

2nd Vice Chair Taura Gentry

Maria Nieto-Senour

Staff Present

Sharmaine Moseley, Executive Director, CRB

SDPD Staff Present

Captain Wes Morris

Lieutenant Mark Bennett

- I. CALL TO ORDER/WELCOME: 12:03 p.m.
- II. PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES: Chair Joe Craver waived the reading of the purpose of the Community Review Board on Police Practices because no one from the public was present.
- III. PURPOSE OF THE EXECUTIVE COMMITTEE: Chair Joe Craver waived the reading of the purpose of the Executive Committee because no one from the public was present.
- IV. APPROVAL OF EXECUTIVE COMMITTEE MEETING MINUTES FROM JULY 17, 2019: Member Mary O'Tousa moved for the Committee to approve the

meeting minutes of July 17, 2019. 1st Vice Chair Brandon Hilpert seconded the motion. The motion passed with a vote of 4-0-0.

Yays: Chair Joe Craver, 1st Vice Chair Brandon Hilpert, Doug Case, and Mary O'Tousa

Nays: None

Absent: 2nd Vice Chair Taura Gentry and Maria Nieto-Senour

V. SAN DIEGO POLICE DEPARTMENT REPORT

- A. Case load for CRB (Category I, Discipline Reports, Officer-Involved Shooting Cases, In-Custody Death Cases) – SDPD Captain Morris reported that there is an extensive OIS coming up for the Teams within the next couple of weeks.
- B. Shared Database Update – SDPD's IT Department is having an issue getting the system data to the Executive Director's office computer. They will be using the city's OKTA system to share the data. The Executive Director will be able to access the data using the OKTA application. In the meantime, Internal Affairs is putting the information on a CD for the Executive Director.
- C. IA Logistics – Captain Morris addressed the following concerns raised by the CRB Team leaders:
- Missing Documents– All documents should be in the case file. If anything is missing, the Team should notify Detective Amado. Detective Amado will notify Captain Morris.
 - Flexible IA Hours– Internal Affairs is willing to make accommodations and have flexible hours for CRB members. Staff is not always in Internal Affairs, so notice is required.
 - Labeling of BWC Video– The original ask was for videos to be renamed & should be able to be cross referenced. The suggested and agreed solution is for the Teams to change the name on the flash drive and use it with the cross-reference sheet. Captain Morris asked Detective Amado to research whether the Sgts. can change the labels.
 - IA Staffing Changes– Captain Morris reported that they try to announce staffing changes at the CRB meetings. Charles Lara is taking Mark Bennett's spot. Sgt. Jared Thompson is taking Sgt. Rich Fox's place and Sgt. Van Pen will be replacing Sgt. Gutierrez who is now a Lieutenant. In response to the CRB's request, Captain Morris will allow Investigative Sergeants attendance at the CRB Closed Meetings. Everyone agreed that it is an important learning experience for the Investigative Sergeants.
 - Thoroughness of IA Investigations – Captain Morris reported that he received feedback from the CRB that some of the investigative reports

are not thorough and the investigators are not asking follow-up questions. He asked the members to bring this issue up with the Sergeant if they see a problem with any investigation. If that does not work, the members can always contact the Lieutenant and Captain if necessary.

- D. Joint Complaint Form Status – The joint complaint form was released last month. People have started using them. Lt. Bennett is working on getting the complaint form translated into Spanish. The forms will also be available at SDDP's Mobile Command Station.

VI. AGENDA PLAN FOR AUGUST 27, 2019 OPEN SESSION MEETING (Chair Joe Craver)

- A. Educational Topic – Chair Joe Craver stated that the presentation will be 20 minutes and will start at 6:10pm. Speakers should not feel rushed. The agenda will be time certain.
- B. Unfinished Business – Rules Committee Chair Doug Case will present this item to the Board.
- C. Continuing Education Committee – Committee Chair Taura Gentry was not present to provide feedback on what she will report out on. Chair Craver stated that for the Police Panel Feedback item he will allow 10 minutes.
- D. Outreach Committee – Committee Chair Mary O'Tousa will need 5 minutes for her report. She will announce the new sign-up sheet in addition to the listed items under her Committee report.
- E. Rules Committee – Committee Chair Doug Case requested that item I be a discussion item. He handed out copies of samples of redacted case summaries agreed upon by the Committee and Outside Counsel to include with the Open Meeting Agenda. The Committee needs feedback from the Board, so this is only a discussion item. Committee Chair Case will need 10 minutes for the discussion.
- F. CRB Handbook Committee – Committee Chair Doug Case reported that the Committee was waiting to complete the Standing Rule and get the guidelines for ride-alongs and radio codes from Internal Affairs. Executive Director Moseley will follow-up with Administrative Aide Sonja Mack to check on the status of the other items. Committee Chair Doug Case will stop by CRB office to look at the sample revised copy. This item will be moved up on the agenda and added after the report from the Rules Committee. Committee Chair Case requested 2 minutes for his report.

- G. Policy Committee – Committee Chair Brandon Hilpert requested 5 minutes for his report.
- H. Recruitment and Training Committee – Chair Craver gave Committee Chair Nieto-Senour 5 minutes for her report.
- I. Citizens Advisory Board on Police Community Relations (Taura Gentry) – Chair Craver gave Committee Chair Gentry 1 minute for her report since the Board was dark this month.
- J. 30th Anniversary Celebration Date – Committee Chair Brandon Hilpert reported that yesterday a doodle poll went out to the Board. So far, the best date is in October. The event will be from 5pm-7:30pm at the Central Library.
- K. Chair Craver requested an updated work plan from 1st Vice Chair Brandon Hilpert. CRB Executive Director and 2nd Vice Chair will be attending NACOLE. Leadership will decide before the Open Meeting if they will cancel or reschedule the CRB's Open Meeting on September 24.
- L. Executive Director Moseley requested 5 minutes for her report.
- M. Captain Morris requested 5 minutes for the Chief's report.

VII. EXECUTIVE COMMITTEE UPDATE/DISCUSSION ITEMS

- A. Feedback on 7/27 CRB Special Meeting – Training of CRB on Case Review and Presentation Procedures & Policy Perjury Panel –The Committee met for a debriefing on the Panel Discussion. We will solicit feedback from the Board at next week's Open Meeting to see how everything went. Executive Director Moseley stated that this is item VIII (A) on the agenda. 2nd Vice Chair Taura Gentry will lead this discussion.
- B. Feedback on 8/14 Recruitment Informational Session – Chair Craver reported that this was an excellent session. We had 12 attendees. The attendees had great questions. Ten attendees were interested in the CRB.
- C. NACOLE Conference in Detroit, MI– Attendee(s) 2nd Vice Chair Taura Gentry an Executive Director Moseley
- D. Update on 8/13 Team Leaders Meeting – This item was discussed under the San Diego Police Department's Report on this agenda (item V).
- E. IA Tablets – 1st Vice Chair Hilpert requested that the files be unlocked so that the members can make comments. Detective Amado will look into pdf's so the members can write and highlight. Members can use a stylus and write on the report if it is in pdf format.

- F. Board Member Vacancies – Executive Director Moseley reported that the re-appointments will be docketed for a September meeting.
- G. Update on Case Review (Number of Cases, Teams, Timeline) – Executive Director Moseley will provide a report at the Open Meeting.
- H. Planning for 30th Anniversary Reception (Date, Location) – This item was already discussed.
- I. Next Executive Committee Meeting – The next meeting will take place on September 18. If the Committee cancels the September 24 Closed and Open Meetings, then there will be no Executive Committee Meeting on September 18.

VIII. ADJOURNED: The meeting adjourned at 1:04 p.m.

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