

**COMMISSION ON POLICE PRACTICES**

**RULES STANDING COMMITTEE AGENDA**  
**Wednesday, August 13, 2025**  
**4:30pm-6:00pm**

**Procopio Towers**  
**525 B St.**  
**17<sup>th</sup> Floor, Suite 1725**  
**San Diego, CA 92101**

The Commission on Police Practices (Commission) meetings will be conducted pursuant to the provisions of California Government Code Section 54953 (a), as amended by Assembly Bill 2249.

The Commission business meetings will be in person and the meeting will be open for in-person testimony. Additionally, we are continuing to provide alternatives to in-person attendance for participating in our meetings. In lieu of in-person attendance, members of the public may also participate via telephone/Microsoft Teams. *\*Note that your smartphone (IOS or Android) will need the most updated version of Microsoft Teams to join the meeting.*

**The link to join the meeting by computer, tablet, or smartphone at 4:30pm is:**

**[Join the meeting now](#)**  
**Meeting ID: 280 213 173 131**  
**Passcode: jr3nZ2uz**

**In-Person Public Comment on an Agenda Item:** If you wish to address the CPP Standing Committee on an item on today's agenda, please complete and submit a speaker slip before the Committee hears the agenda item. You will be called at the time the item is heard. Each speaker must file a speaker slip with the CPP staff at the meeting at which the speaker wishes to speak indicating which item they wish to speak on. Speaker slips may not be turned in prior to the day of the meeting or after completion of in-person testimony. In-person public comment will conclude before virtual testimony begins. Each speaker who wishes to address the Commission must state who they are representing if they represent an organization or another person.

For discussion and information items each speaker may speak up to three (3) minutes, subject to the Committee Chair's determination of the time available for meeting management purposes, in addition to any time ceded by other members of

the public who are present at the meeting and have submitted a speaker slip ceding their time. These speaker slips should be submitted together at one time to the designated CPP staff. The Committee Chair may also limit organized group presentations of five or more people to 15 minutes or less.

**In-Person Public Comment on Matters Not on the Agenda:** You may address the Standing Committee on any matter not listed on today's agenda. Please complete and submit a speaker slip. However, California's open meeting laws do not permit the Standing Committee to discuss or take any action on the matter at today's meeting. At its discretion, the Standing Committee may add the item to a future meeting agenda or refer the matter to the CPP. Public comments are limited to three minutes per speaker. At the discretion of the Committee Chair, if a large number of people wish to speak on the same item, comments may be limited to a set period of time per item to appropriately manage the meeting and ensure the Standing Committee has time to consider all the agenda items. A member of the public may only provide one comment per agenda item. In-person public comment on items not on the agenda will conclude before virtual testimony begins.

**Virtual Platform Public Comment to a Particular Item or Matters Not on the Agenda:** When the Committee Chair introduces the item you would like to comment on (or indicates it is time for Non-Agenda Public Comment), raise your hand by either tapping the "Raise Your Hand" button on your computer, tablet, or Smartphone, or by dialing \*9 on your phone. You will be taken in the order in which you raised your hand. You may only speak once on a particular item. When the Committee Chair indicates it is your turn to speak, click the unmute prompt that will appear on your computer, tablet or Smartphone, or dial \*6 on your phone.

**Written Comment through Webform:** Comment on agenda items and non-agenda public comment may also be submitted using the [webform](#). If using the webform, indicate the agenda item number you wish to submit a comment for. All webform comments are limited to 200 words. On the [webform](#), members of the public should select Commission on Police Practices (even if the public comment is for a Commission on Police Practices Committee meeting).

The public may attend a meeting when scheduled by following the attendee meeting link provided above. To view a meeting archive video, click [here](#). Video footage of each Commission meeting is posted online [here](#) within 72 hours of the conclusion of the meeting.

Comments received no later than 11 am the day of the meeting will be distributed to the Commission on Police Practices. Comments received after the deadline described above but before the item is called will be submitted into the written record for the relevant item.

**Written Materials:** You may alternatively submit via U.S. Mail to Attn: Office of the Commission on Police Practices, 525 B Street, Suite 1725, San Diego, CA 92101. Materials submitted via U.S. Mail must be received the business day prior to the meeting to be distributed to the Standing Committee.

If you attach any documents to your comment, they will be distributed to the Standing

Committee in accordance with the deadlines described above.

**Late-Arriving Materials:** This paragraph relates to those documents received after the agenda is publicly noticed and during the 72 hours prior to the start of, or during, the meeting. Pursuant to the Brown Act, (California Government Code Section 54957.5(b)) late-arriving documents, related to the Commission on Police Practices' ("CPP") meeting agenda items, which are distributed to the legislative body prior to and/or during the CPP meeting are available for public review by appointment in the Office of the CPP located at Procopio Towers, 525 B Street, Suite 1725, San Diego, CA 92101. Appointments for public review may be made by calling (619) 533-5304 and coordinating with CPP staff before visiting the office. Late-arriving documents may also be obtained by email request to CPP staff at [commissiononpolicepractices@sandiego.gov](mailto:commissiononpolicepractices@sandiego.gov). Late-arriving materials received prior to the CPP meeting will also be available for review, at the CPP public meeting, by making a verbal request of CPP staff located in the CPP meeting. Late-arriving materials received during the CPP meeting will be available for review the following workday at the CPP offices noted above or by email request to CPP staff.

- I. CALL TO ORDER/WELCOME (Committee Chair Bonnie Benitez)
- II. ROLL CALL (Executive Assistant Alina Conde)
- III. APPROVAL OF THE MINUTES OF THE JULY 9, 2025 RULES COMMITTEE MEETING
- IV. NON-AGENDA PUBLIC COMMENT (Executive Assistant Alina Conde)
- V. NEW BUSINESS (DISCUSSION/ACTION ITEMS)
  - A. Continued Review of Amendment of Commission on Police Practices (CPP) Bylaws
- VI. ADJOURNMENT

**Materials Provided:**

- CPP Bylaws:  
<https://www.sandiego.gov/sites/default/files/2024-05/cpp-bylaws-030624.pdf>

**Access for People with Disabilities:** As required by the Americans with Disabilities Act (ADA), requests for agenda information to be made available in alternative formats, and any requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for alternatives to observing meetings and offering public comment as noted above, may be made by contacting the Commission at (619) 533-5304 or [commissiononpolicepractices@sandiego.gov](mailto:commissiononpolicepractices@sandiego.gov).

Requests for disability-related modifications or accommodations required to facilitate meeting participation, including requests for auxiliary aids, services, or

interpreters, require different lead times, ranging from five business days to two weeks. Please keep this in mind and provide as much advance notice as possible to ensure availability. The city is committed to resolving accessibility requests swiftly.

**Commission on Police Practices**

**COMMISSION ON POLICE PRACTICES  
RULES COMMITTEE MEETING  
MINUTES**

**Wednesday, June 9, 2025  
4:30pm-6:00pm**

**Procopio Towers  
17<sup>th</sup> Floor, Suite 1725  
San Diego, CA 92101**

Click <https://youtu.be/UbOboUolvnM> to view this meeting on YouTube.

**CPP Committee Members Present:**

Committee Chair Bonnie Benitez  
Doug Case  
Alec Beyer  
Dan Lawton

**Excused:**

None

**Absent:**

None

**CPP Staff Present:**

Alina Conde, Executive Assistant

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- I. CALL TO ORDER/WELCOME: Chair Bonnie Benitez called the meeting to order at 4:35pm.
- II. ROLL CALL: Executive Assistant Alina Conde conducted the roll call for the Committee and established quorum.
- III. APPROVAL OF THE MINUTES OF THE MAY 27, 2025 RULES COMMITTEE MEETING  
**MOTION**: Commissioner Alec Beyer moved to approve the May 27, 2025 Rules Committee Meeting Minutes. Commissioner Doug Case seconded the motion. The vote passed 4-0-0.  
Yeas: Benitez, Beyer, Case, Lawton  
Nays: None  
Abstentions: None
- IV. NON-AGENDA PUBLIC COMMENT - None
- V. NEW BUSINESS
  - A. Continued Review of Amendment of Commission on Police Practices (CPP) Bylaws Edits **attached** to the meeting minutes.
- VI. The next meeting will be scheduled on August 13<sup>th</sup> at 4:30pm.
- VII. ADJOURNMENT: The meeting adjourned at 6:08pm.

## **Article V. Meetings**

### **Section 1. General**

Meetings of the Commission shall be held regularly. ~~in order to carry out the objectives and purposes of the organization.~~ Notice of time, place, and agenda shall be provided to the Commission and the public at least 72 hours before the scheduled time of every meeting. ~~in accordance with the Ralph M. Brown Act.~~

### **Section 2. Regular Meetings**

Regular Meetings are ~~normally held at least once per month to transact business and to hear presentations.~~ Regular Meetings provide a forum in which to communicate with the public, to advise the community on the business of the Commission, and to hear public testimony on issues under the Commission's purview. ~~Individual cases are not discussed in open meetings.~~ to transact business, provide the public an opportunity to comment, and to hear presentations. Regular meetings may include Closed Session items.

### **Section 3. Closed Sessions**

~~Closed Sessions are held pursuant to California Government Code Section 54957 to provide a confidential environment in which (1) to review complaints and investigations regarding SDPD Officers in accordance with California Penal Code Section 832.7 or (2) to discuss personnel or other information that is specifically exempt from public disclosure by law. Attendance by anyone other than Commissioners and staff is by~~

~~invitation.~~ Closed sessions are held to provide a confidential environment in which to:

- (1) to review complaints and investigations regarding SDPD Officers, or
- (2) to discuss personnel or other information that is specifically exempt from public disclosure by law.

Attendance by anyone other than Commissioners is by invitation.

#### **Section 4. Special Meetings**

~~Special Meetings may~~<sup>can</sup> be held as needed. A Special Meeting may be called by the Chair, the Cabinet, or by a majority vote of Commissioners. Notice of a Special Meeting shall state the topic(s) to be discussed, and no other business may be considered during the Special Meeting. ¶

Special Meetings may be held from time to time as needed. A special Meeting may be called by the Chair, a majority vote of the Executive Committee, or any three Commissioners. Notice of a Special Meeting shall state the topic(s) to be discussed, and no other business may be considered during the Special Meeting.

#### **Section 5. Voting and Quorum**

Only Commissioners can vote on issues before the Commission and ~~are~~ <sup>must be</sup> counted to determine the presence of a quorum. ~~The Chair is not required to vote; however, the~~ ¶

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~~Chair may vote whenever their vote will affect the result.~~

No formal action can be taken without a quorum. The requirement for a quorum shall be a majority of filled seats on the Commission.

### **Article VI. Committees**

#### **Section 1. General**

Committees of the Commission shall be formed to carry out the primary objectives of the Commission. ~~and to maintain functions necessary to sustain the Commission.~~ Committees shall limit their business to the purpose ~~identified in this document or the purpose~~ identified at their inception. Committees shall conduct their business in a manner consistent with these Bylaws and the Standing Rules of the Commission. Committees shall not take any ~~official final~~ action on behalf of the Commission ~~without prior authorization by the Commission or issue any official communication.~~ ~~The Chair may appoint community members as advisors to a committee.~~

Committees fall into two categories: Standing Committees and Ad Hoc Committees. Standing Committees ~~require a constant presence to~~ carry out long-term ongoing functions of the Commission. Ad Hoc Committees either support periodic functions of the Commission ~~that do not require a constant presence for service or are formed to accomplish specific, short-term tasks. that are not within the assigned function of any Standing Committee or any other Ad Hoc Committee.~~

Committee Chairs of all committees shall be Commissioners. ~~Unless otherwise specified herein,~~ Standing Committee Chairs shall be appointed by the Commission Chair, ~~subject to approval by the full Commission,~~ to serve a one-year term. Ad Hoc Committee Chairs shall be selected by a majority vote of the Ad Hoc Committee members and can serve until their committee is disbanded.



Standing Committee Chairs have the following tasks:

- A. Conduct Committee meetings at least quarterly or ~~more often~~ as needed.
- B. ~~Ensure appropriate Support the Brown Act requirement for~~ public notice ~~of all meetings~~, with an agenda in advance and opportunities for public comment.
- C. Report on Committee activities at ~~Regular Open~~ Meetings and make recommendations for Commission action.
- D. Contribute a summary of Committee activities and accomplishments for the ~~required CPP Semi-Annual Reports to the City Council~~.
- E. ~~Serve as a member of the Executive Committee.~~ ¶

## Section 2. Standing Committees

Notice of Standing Committee meeting time, place and agenda shall be provided ~~to Committee members and the public~~ at least 72 hours before the scheduled meeting time. ~~Except for the Executive Committee, Standing Committees are limited to no more than seven (7) Commissioner members.~~

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### A. Executive Committee

The Executive Committee has continuing jurisdiction over the effective and ethical functioning of the Commission. The Chair of this Committee is the Commission Chair. Members of the Executive Committee are the elected officers of the Commission and Standing Committee Chairs. Regular meetings of the Executive Committee shall be held monthly, or at the discretion of the Chair. The Executive Committee shall have the responsibility for facilitating the annual performance review of the Executive Director. The Executive Committee may advise the Executive Director on finance and budget issues.

~~The Executive Committee shall consist of the elected Officers of the Commission. Regular meetings of the Executive Committee shall be held monthly. Special meetings of the Executive Committee may be called by the Chair or two Officers.~~

### B. Policy Committee

The Policy Committee shall ~~work with staff to~~ evaluate recommendations from Commissioners and members of the community for improvements to SDPD policy, procedure, training or administration of discipline of police officers. The result of the evaluation shall be presented to the Commission. ~~The Policy Committee may recommend Commission action to forward suggested improvements to the Chief of Police.~~ ¶

### C. ~~Training and Continuing Education~~ Committee

~~The Training and Continuing Education Committee shall develop and implement a training program for new Commissioners. The Committee will arrange presentations on subjects of interest at the Regular Business Meetings of the Commission. The Committee also arranges additional training~~

~~opportunities and field trips for the Commission.~~

The Training Committee shall work with staff to develop and implement training and continuing education programs for Commissioners.

#### **D. Community Outreach Committee**

The Community Outreach Committee shall work with staff to support the Commission's outreach and education objectives to inform the public and seek feedback regarding the Commission's work.

#### **E. Rules Committee**

~~The Rules Committee shall evaluate recommendations from Commissioners for amendments to these Bylaws, to Special Rules of Order, to Standing Rules and to other operational procedures. The Rules Committee is responsible to ensure that a proposed amendment does not violate or conflict with any existing provision in these Bylaws or any other rules that govern the Commission. The result of the evaluation shall be presented to the Commission.~~

The Rules Committee shall make recommendations, and evaluate recommendations from Commissioners, for amendments to these Bylaws, to Special Rules of Order, to Standing Rules and to other operational procedures. The Rules Committee shall ensure that proposed amendments do not violate or conflict with any existing provision in these Bylaws or any other rules that govern the Commission.

#### **F. Recruitment Committee**

The Recruitment Committee shall engage in activities to recruit new members for the Commission, inform interested individuals about the Commission, interview prospective members, and select nominees to recommend to the City Council.

### **Section 3. Ad Hoc Committees**

Ad Hoc Committees may be formed as needed by the Commission Chair or by a majority vote of the Commission for an assigned specific task. Unless extended by a vote of the Commission, each Ad Hoc Committee shall be is disbanded at the completion of the assigned task. Ad Hoc Committees are limited to no more than seven Commission members.

#### **A. Nominating Committee**

~~The Nominating Committee is a recurring ad hoc committee that shall be formed annually to facilitate election of officers. The three~~ Commissioners Commissioner of the Nominating Committee shall be elected by the Commission with nominations taken from the floor. The Nominating Committee shall recruit Commissioners who are willing and qualified as candidates for each office. The Nominating Committee shall present to the Commission at least one nomination for each office prior to the last scheduled Open Meeting of the fiscal year. The Nominating Committee shall be disbanded following the election of Commission officers.

## Article VII. Administration

### Section 1. Executive Director

The Executive Director is appointed by the City Council and serves at the will and direction of the Commission. The Executive Director or their designee is responsible for facilitating the work of the Commission, including, but not limited to, the following tasks:

- A. Interface with community members, respond to inquiries, and receive complaints.
- B. Direct the day-to-day operations of the Commission and staff.
- C. ~~Liaison between the Commission and City departments, in particular SDPD and the City Attorney's Office.~~ Coordinate with the Chair on communication between the Commission and the Mayor, the San Diego City Council, the Office of the City Attorney, and the Chief of Police.
- D. Maintain records and prepare reports, including semi-annual reports to the Mayor and City Council.
- E. Hire and supervise Commission staff, independent contractors, and consultants.
- F. Arrange for the preparation of and dissemination of all meeting notices for the CPP and committee meetings as required by the Ralph M. Brown Act.
- G. Attend all CPP meetings, unless excused by the Chair and provide staff support for committee meetings.
- H. Serve as custodian of the Commission's records, in compliance with all applicable laws related to records retention, protection, confidentiality, and disclosure.
- I. Arrange for the preparation of and dissemination of the minutes of all CPP and committee meetings.
- J. To act as spokesperson for the Commission, to make official statements for the Commission, or to delegate responsibility to another staff member.
- K. Direct the development and management of the budget of the Commission.

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The Commission shall conduct a formal performance evaluation of the Executive Director on an annual basis in a manner consistent with the evaluation process used by the City's Human Resources Department.

### Section 2 - Executive Director Vacancy

In the event that the Executive Director is unwilling, unavailable or unable to perform their duties, the Deputy Executive Director shall assume the Executive Director shall assume the Executive Director duties on an interim basis.

In the event that there is neither an Executive Director or a Deputy Executive Director to perform the duties of the Executive Director, the Executive Committee shall nominate a person to the City Council to serve as the Interim Executive Director.

## **Section 2: Independent Legal Counsel**

The Commission shall retain its own Legal Counsel, who is independent of the City Attorney for legal support and advice in carrying out the Commission's duties and actions. The Legal Counsel may be a Commission employee or independent contractor hired by the Executive Director, with the approval of the Cabinet.