

**COMMISSION ON POLICE PRACTICES**

**Friday, September 12, 2025**

**8:00am-9:30am**

**RULES STANDING COMMITTEE AGENDA**

**Procopio Towers**

**525 B St.**

**17<sup>th</sup> Floor, Suite 1725**

**San Diego, CA 92101**

**[MICROSOFT TEAMS LINK](#)**

**Meeting ID: 229 543 927 231 8**

**Passcode 5g7NB7jc**

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/Teams.

**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 for 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.

**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 8 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 reviewing 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 AUGUST 13, 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, August 13, 2025  
4:30pm-6:00pm**

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

Click <https://youtu.be/ZhrTQDAWolI> 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 4:33pm.
- II. ROLL CALL: Executive Assistant Alina Conde conducted the roll call for the Committee and established quorum.
- III. APPROVAL OF THE MINUTES OF THE AUGUST 13, 2025 RULES COMMITTEE MEETING  
**MOTION:** Commissioner Dan Lawton moved to approve the August 13, 2025 Rules Committee Meeting Minutes. Commissioner Alec Beyer 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 September 12<sup>th</sup> at 8:00am.
- VII. ADJOURNMENT: The meeting adjourned at 6:00pm.

## Article IV. Officers

### Section 1. Officers of the Commission

The officers of this organization shall be Chair, ~~First Vice Chair~~ for Policy, and ~~Second Vice Chair~~ for External Affairs, Vice Chair for Strategic Planning, and Vice Chair for Commissioner Development. ~~These elected officers shall be referred to collectively make up the Executive Committee, as the Cabinet.~~

No individual shall hold more than one office at any time. An individual may serve no more than two consecutive terms in the same office and becomes eligible again to serve in that office after a period of two years commencing at the conclusion of their second term.

### Section 2. Election, Vacancies, and Removal and Succession

#### A. Election

All Officers are elected at the last Open Meeting of the fiscal year to serve a one-year term in conjunction with the next fiscal year. The Nominating Committee (see Article VI, Section 3.A.) will present at least one nomination for each office. Prior to the vote for each office, additional nominations will be taken from the floor. Officers will be elected individually in their order of ~~precedence~~ appearance in the Bylaws, starting with the Chair.

All Officers must receive a majority vote of the Commission. If no candidate receives a majority, then a runoff will be held between the candidates with the two highest numbers of votes.

If the last scheduled ~~Open Regular~~ Meeting of a fiscal year is not held, ~~e~~Officers shall continue to serve until their successors are elected and assume office.

#### B. Vacancies

If any Officer position ~~the office of Chair~~ becomes vacant, the Commission shall take nominations from the floor and hold an election for each vacant position ~~First Vice Chair becomes Chair for the unexpired term. If the office of First Vice Chair becomes vacant, the Second Vice Chair becomes First Vice Chair for the unexpired term. If the office of Second Vice Chair becomes vacant, an election, with nominations taken from the floor, will be held at the next Open Regular Meeting of the Commission. Officers elected to fill a vacancy shall serve until the end of term of the office they fill to fill the office for the remainder of the unexpired term.~~

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~~If the offices of Chair, First Vice Chair, and Second Vice Chair all becomes vacant prior to the end of their term, the remaining members of the Executive Committee shall elect an Acting Chair. The Acting Chair shall serve in that capacity until the next Regular Meeting of the commission, at which time nominations will be taken from the floor and an election will take place to fill the vacancy. at the same time, the Executive Committee shall appoint a Commissioner to serve as Acting Chair for a period of sixty days, during which time elections will be held to fill the vacancies for the unexpired term. Such elections will take nominations from the floor and elect officers individually in order of precedence by roll call vote. Notice of such elections shall be given thirty days ahead of the election date.~~

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### **C. Removal**

~~The Commission may remove any Officer for any reason upon a two-thirds vote of the Commission.~~

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## **Section 3. Powers and Duties**

The ~~e~~Officers of this organization shall fulfill the duties of office while always acting for the good of the entire Commission.

### **A. Chair**

The Chair shall have the following powers and duties:

- (1) ~~To s~~Serve as Chair for all meetings, Closed and Open, of the Commission. (2) ~~To s~~Serve as Chair for all meetings of the Executive Committee.

~~(3) To serve as a member of the Cabinet.~~

- (24) ~~To s~~Set the agenda for all Commission and, Executive Committee meetings in collaboration and consultation with the Executive Committee and Executive Director, ~~and Cabinet meetings in consultation with the Executive Director.~~

- (35) ~~To a~~Act as the spokesperson for the Commission, to make official statements for the Commission, or to delegate this responsibility to another Commissioner, or the Executive Director.

(4) ~~Liaise~~Participate in meetings with SDPD Internal Affairs and the Chief of Police.

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- (56) Coordinate with the Executive Director on communication between the Commission and the Mayor, the San Diego City Council, the Office of the City Attorney, and the Chief of Police.

- (67) ~~To a~~Appoint Chairs and members for all Standing Committees of the Commission. Chairs of Standing Committees shall be subject to the approval of the Commission.

~~(78) To be~~ Serve as an ex officio member and ensure effective functioning of all committees of the Commission.

~~(89) To p~~ Perform such other duties as may be conferred by vote of the Commission.

**B. ~~First~~ Vice Chair for Policy-**

The ~~First~~ Vice Chair for Policy shall have the following powers and duties:

(1) ~~To f~~ Fulfill the duties of the Chair in the temporary absence of the Chair.

~~(22) To s~~ Serve as a member of the Executive Committee.

~~(3) To serve as a member of the Cabinet-~~

~~(3) Participate in meetings~~ Liaise with SDPD Internal Affairs and the Chief of Police.

~~(4) To oversee training of new members with the Training and Continuing Education Committee-~~ (4) Liaise with the Policy Committee.

~~(55) To p~~ Perform such other duties as may be conferred by vote of the Commission or requested by the Chair.

**C. ~~Second~~ Vice Chair for External Affairs**

The ~~Second~~ Vice Chair for External Affairs shall have the following powers and duties: (1) ~~To f~~ Fulfill the duties of the Chair in the temporary absence of the Chair and ~~First 1st~~ Vice Chair for Policy.

~~(2) To serve as Chair for the Executive Committee Meeting in the absence of the Chair and First Vice Chair-~~

~~(23) To s~~ Serve as a member of the Executive Committee.

~~9-(3) Participate in meetings~~ Liaise with SDPD Internal Affairs and the Chief of Police.

~~(4) To serve as a member of the Cabinet-~~ Liaise with the Community Outreach Committee

~~(45) To a~~ Act as ~~or designate a~~ Parliamentarian for the Commission, or designate another Commissioner as -The proposed parliamentarian\_- is subject to approval by a majority vote of the Commission.

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~~(56) To perform~~ perform such other duties as may be conferred by vote of the Commission or requested by the Chair.

#### **D. Vice Chair for Strategic Planning**

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The Vice Chair for Strategic Planning shall have the following powers and duties:

- (1) Serve as a member of the Executive Committee.
- (2) Support the development and implementation of the Commission's annual strategic priorities, including budget development, in collaboration with the relevant committees and staff.
- (3) Coordinate progress tracking in collaboration with Committee Chairs and staff to align efforts.
- (4) Lead or support special projects related to Commission-wide goals.
- (5) Liaise with the Rules Committee.
- (6) Perform such other duties as may be conferred by vote of the Commission or requested by the Chair.

#### **E. Vice Chair for Commissioner Development**

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The Vice Chair for Commissioner Development shall have the following powers and duties:

- (1) Serve as a member of the Executive Committee.
- (2) Support the recruitment, onboarding, training, and continuing education for commissioners.
- (3) Liaise with the Training and Recruitment Committees.
- (4) Facilitate Commissioner engagement, mentorship, and participation.
- (5) Perform such other duties as may be conferred by vote of the Commission or requested by the Chair.

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#### **D. Cabinet**

The Cabinet shall:

- 1) Investigate allegations of impropriety against any Commissioner and make recommendations resulting from such investigations.

~~2) Provide supervision of and consultation with the Executive Director to ensure the Commission fulfills its purpose, mission, duties, powers, and objectives.~~

## 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 final official 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, and except for the Executive Committee, Standing Committee Chairs shall be appointed by the Commission Chair, subject to the approval of the full Commission, and ~~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. Support the Brown Act requirement for public notice with an agenda in advance and opportunities for public comment.~~
- ~~C. Report on Committee activities at Open Meetings and make recommendations for Commission action.~~
- ~~D. Contribute a summary of Committee activities and accomplishments for the CPP Semi Annual Reports.~~
- ~~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.~~

Standing Committee Chairs have the following tasks:

- A. Conduct Committee meetings at least quarterly or as needed.

B. Coordinate with staff to ensure appropriate public notice of all meetings, with an agenda in advance and opportunities for public comment.  
C. Report on Committee activities at Regular Meetings and make recommendations for Commission action.  
D. Contribute a summary of Committee activities and accomplishments for the required Semi-Annual Reports to the City Council.

#### **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. Special meetings of the Executive Committee may be called by the Chair or two Officers.

The Executive Committee is responsible for the oversight and annual performance review of the ~~shall have the responsibility for facilitating the annual performance review of the~~ Executive Director, including providing guidance on priorities and operational effectiveness. ~~The Executive Committee may advise the Executive Director on finance and budget issues, consult with the full Commission regarding significant matters related to the Executive Director.~~

To ensure alignment between the Executive Committee and the other Standing Committees, the Executive Committee shall:

- Hold coordination meetings with standing committee chairs, as needed.
- Provide written updates on strategic priorities and commission goals.
- Invite committee chairs to report at Executive Committee meetings on a rotating basis or as needed.

Allegations of impropriety against any Commissioner shall be referred to the Executive Committee. If an allegation involves a member of the Executive Committee, or if a conflict of interest is determined to exist, the Chair (or, if the chair is implicated, the Commission by majority vote) shall appoint an ad hoc investigative subcommittee. Commissioners not the subject of the allegation. The investigative body (Executive Committee or ad hoc subcommittee) shall make findings and recommendations to the full commission for final determination.

#### **B. Policy Committee**

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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.~~

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

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

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#### **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 make recommendations, and evaluate recommendations from Commissioners, for amendment 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. ~~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.~~

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#### **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~~its 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 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.

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**

If 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.

If there is neither an Executive Director nor 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 – 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~~Executive Committee. (NOTE: Is this necessary?)