

Commission on Police Practices

Ad Hoc Transition Planning Committee Meeting

Friday, December 17, 2021
9:30 am-10:30 am
Zoom Webinar Platform

AGENDA

As an Ad Hoc Committee meeting, this meeting is not subject to the Ralph M. Brown Act; however, to promote transparency, the meeting will be available to the public via this Zoom webinar link:

<https://sandiego.zoomgov.com/j/1601580850?pwd=TCtEbEdIZjIoTUFFQ3AvSkROY2NUZz09>

The meeting will be available on the City's YouTube page after the meeting. Click [here](#) to view this meeting after its scheduled time.

- I. CALL TO ORDER/WELCOME (Committee Chair Doug Case)
- II. ROLL CALL
- III. PUBLIC COMMENT: (Fill out and submit comment using [webform](#). Please see instructions at the end of this agenda)
- IV. UPDATES
 - A. Budget Process
 - B. Staffing - Administrative Aide
 - C. Implementation Ordinance & Permanent Standard Operating Procedures (Request confirmation from PS&LN when the second draft of the implementation ordinance can be posted)
 - D. Office Space
 - E. Standing Rules
 - F. Community Outreach
 - G. Legal Counsel Contract – Status of review of RFP's for outside counsel
- V. UNFINISHED BUSINESS
 - A. Procedure to implement the requirement for the Commission's to review and evaluate the Police Department's compliance with federal, state, and local reporting requirements
 - B. Hiring of the Deputy Executive Director, Policy Analyst, and Performance Auditor
- VI. NEW BUSINESS
 - A. Process for reviewing and obtaining community input on the second draft of the implementation ordinance once released
- VII. AGENDA ITEMS FOR NEXT MEETING – January 7, 2022
- VIII. ADDITIONS TO THE LIST OF ITEMS FOR FUTURE AGENDAS (See below)
- IX. OTHER ITEMS AND/OR CONCERNS

X. ADJOURN

Materials Provided:


- Meeting Notes from December 10, 2021 Meeting
- Tentative Implementation Timeline, Version 10.3 (November 19, 2021)

Items for Future Agendas:

- A. Transparency and Accountability Issues
- B. Quality Assurance Program
- C. Clarity of CPP Access to Training Bulletins and Special Unit Policies

In lieu of in-person attendance, members of the public may participate and provide comment via virtual attendance or using the webform, as follows:

Virtual Testimony:

Members of the public may provide comment on the comment period for Non-agenda Public Comment or Agenda Public Comment during the meeting, following the  [Public Comment Instructions](#).

Written Comment through Webform:

In lieu of in-person attendance, members of the public may submit their comments using the [webform](#). If using the webform, indicate the agenda item number you wish to submit a comment for. Instructions for word limitations and deadlines are noted on the [webform](#). 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 below. To view a meeting archive video, click [here](#).

Only comments submitted no later than 4pm the day prior to the meeting using the public comment webform will be eligible to be read into the record. If you submit more than one comment on webform per item, only one comment will be read into the record for that item. **Comments received after 4pm the day prior and before 8am the day of the meeting** will be provided to the Commission or Committee and posted online with the meeting materials. All comments are limited to 200 words. Comments received after 8am the day of the meeting, but before the item is called, will be submitted into the written record for the relevant item.

If you attach any documents to your comment, it will be distributed to the Commission or Committee in accordance with the deadlines described above.

Please click the link below to join the webinar:

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://sandiego.zoomgov.com/j/1601580850?pwd=TCtEbEdIZjIoTUFFQ3AvSkROY2NUZz09>

Passcode: eMPmR4

Or One tap mobile:

+16692545252,,1601580850#,,, *360827# US (San Jose)

+16692161590,,1601580850#,,, *360827# US (San Jose)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 254 5252 or +1 669 216 1590 or +1 551 285 1373 or +1 646 828 7666 or 833 568 8864 (Toll Free)

Webinar ID: 160 158 0850

Passcode: 360827

International numbers available: <https://sandiego.zoomgov.com/u/aLGp7I48B>

Or an H.323/SIP room system:

H.323: 161.199.138.10 (US West) or 161.199.136.10 (US East)

Webinar ID: 160 158 0850

Passcode: 360827

SIP: 1601580850@sip.zoomgov.com

Passcode: 360827

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NOTES

Meeting YouTube Link: <https://youtu.be/shuzxpK0xhQ>

- I. CALL TO ORDER/WELCOME – Committee Chair Doug Case called to order at 9:34am.
- II. ROLL CALL
Commission
Commissioner Patrick Anderson
Committee Chair Doug Case
Commissioner Diana Dent
Chair Brandon Hilpert
Absent/Excused
Commissioner Joe Craver
Staff Present
Sharmaine Moseley, Interim Executive Director
Alina Conde, Executive Assistant
Present
Kate Yavenditti, Member of Women Occupy representing San Diegans for Justice
Tiffany Harrison, Committee Consultant for Council District 4 (10:19am)
- III. PUBLIC COMMENT: No public comment received.
- IV. UPDATES
 - A. Budget Process – Our City has begun the budgeting process for the Fiscal Year 2023.
 - B. Staffing – Administrative Aide has a start date of December 20th.
 - C. Implementation Ordinance & Permanent Standard Operating Procedures
(Request confirmation from PS&LN when the second draft of the implementation ordinance can be posted)
We asked Henry if we could have access to the next draft at least 10 days prior to being docketed to PS&LN. Henry will look into whether or not it can be released 10 days prior.
 - D. Office Space – No current updates.
 - E. Standing Rules – No current updates.
 - F. Community Outreach – No current updates.
 - G. Legal Counsel Contract – Status of review of RFP’s for outside counsel
There is one valid bid, but we are unable to talk about the bids to other members of the selection committee. We have a meeting set up with someone from purchasing and contract after this meeting.
- V. UNFINISHED BUSINESS

- A. Procedure to implement the requirement for the Commission's to review and evaluate the Police Department's compliance with federal, state, and local reporting requirements
Tabled.
- B. Hiring of the Policy Analyst and Performance Auditor
Tabled.

VI. NEW BUSINESS

- A. Approval of the scope of Services for the executive search firm for the Deputy Executive Director
Request to add an additional clause the consultant should share a list of applicants from its own network and others who have applied.
We will verify with purchasing and contracting. Elaborate that the consultant shall provide draft interview questions to the City with input from community representatives.
Executive Director Sharmaine Moseley will check with the City to ask if the City will conduct references and background investigation son the top candidates invited to participate in the interviews.
Commissioner Patrick Anderson would engage in dialog with the designated groups of community leaders in week 15.

VII. AGENDA ITEMS FOR NEXT MEETING: December 17 (last meeting in 2021)

- VIII. ADDITIONS TO THE LIST OF ITEMS FOR FUTURE AGENDAS – Plan for reviewing the next draft implementation ordinance comes out. Delegates parts of it to Commissioners depending on when it will be released. V. A. and B. will be discussed.

IX. OTHER ITEMS AND/OR CONCERNS - None

X. ADJOURN at 10:32am.

DRAFT City of San Diego Commission on Police Practices Timeline (Tentative)
November 19, 2021 – Version 10.3

Disclaimer: This timeline is for Commission planning purposes only. The timing of certain items (e.g., docketing of City Council actions, meet and confer process, etc.) are beyond the control of the Commission. Additionally, the length of time required for some processes (e.g., hiring and contracting) may take longer than originally anticipated.

November 3, 2020	General Election
November 2020 – June 2021	Community Input on the Implementation Commission Ordinance via Community Roundtables
November 2020 & December 2020	Meetings with All Continuing and Newly Elected Mayor and City Councilmembers
December 3, 2020	Election Results Certified
December 10, 2020	Mayor and City Councilmembers Installed
December 18, 2020	Secretary of State Chapters Measure B, Activating the New Commission
February 10, 2021	Presentation to City Council Public Safety and Livable Neighborhoods Committee (PS&LN)
March 10, 2021	PS&LN Considers Creation of Office of the Commission on Police Practices, Appointment of Interim Executive Director and Adoption of Interim Standard Operating Procedures
March and April 2021	Discussions with Department of Finance on CPP Budget Needs
April 20, 2021	Mayor Releases Budget for Fiscal Year 22 (July 1, 2021 – June 30, 2022)
April 26, 2021	City Council Approves Creation of Office of the Commission on Police Practices, Appointment of Interim Executive Director and Adoption of Interim Standard Operating Procedures
May 11, 2021	Budget Review Hearing on FY22 Budget
June 2021	Hiring of Executive Assistant
June 6, 2021	Civil Service Commission Approves Exempt Managerial Positions
June 14, 2021	City Council Adopts Budget for FY22
June 24, 2021	PS&LN Reviews First Draft Implementation Ordinance
July – October 2021	Obtain and Equip Commission Office Space
September – December 2021	Interim Outside Counsel Contract Bidding and Selection (Original RFP rebid)
December 2021	Hiring of Administrative Aide/Complaints and Finance Coordinator (Offer Extended)
March 2022 – April 2022	Selection and Hiring of Deputy Executive Director/Director of Community Engagement
December 2021 – July 2022	Develop proposed Standard Operating Procedures for Investigations (SOPs)

January 27, 2022	Anticipated date that PS&LN Reviews Second Draft of the Implementation Ordinance
February 2022	(Depends on whether PS&LN refers the second draft of the ordinance for further revision) PS&LN approves the implementation Ordinance and sends to the full Council.
March 2022	City Council Considers the Implementation Ordinance. They May Refer Back to Counsel or Refer for Meet and Confer.
March 2022	Development of FY23 Budget Proposal
May 2022	Budget Review Hearing for FY23 Budget
March 2022 – April 2022	Selection and Hiring of Deputy Executive Director/Director of Community Engagement
May – August 2022	Meet and Confer on the Implementation Ordinance.
May – December 2022	Recruitment and Selection of Permanent Commissioners (Including Independently Conducted Background Checks)
June 2022	Hire Supervising Investigator, Policy Analyst and Performance Auditor
June 2022	City Council Approves FY23 Budget
August – December 2022	Investigation SOPs Reviewed by PS&LN, City Council and Undergo Meet and Confer
September 2022	Hiring of 3 Staff Investigators and Selection of Pool of Contract Investigators (Contingency Basis)
September 2022	Adopt Memorandum of Understanding with SDPD (Including Complaint Processing and Sharing, Sharing of Records, etc.)
September 2022	City Council Adopts Implementation Ordinance (2 Readings Required)
October 2022	Implementation Ordinance Takes Effect; Independent Investigations Initiated
January 2023	City Council Appoints Permanent Commissioners
January – June 2023	National Search and Selection of New Executive Director
August 2023	City Council Appoints Permanent Executive Director
September – November 2023	Mediation Program Procedures Established
December 2023	Hiring of Commission General Counsel
January 2024	Hiring of Mediation Coordinator, Mediation Program Commences