

**COMMISSION ON POLICE PRACTICES**

**ONLINE MEETING AGENDA**

**Tuesday, May 25, 2021**  
**Zoom Webinar**

A quorum of twelve (12) Commissioners is needed to conduct business. If you cannot attend, please email the Executive Director.

**CLOSED SESSION MEETING**

**4:00 p.m. – 5:30 p.m.**

**Commissioners 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 (1)
- VI. Discipline Reports (0)
- VII. Case Review Team Reports (3)
- 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 SESSION MEETING**

**6p.m. – 8p.m.**

**Open to the Public**

This meeting is open to the public. Click

<https://sandiego.zoomgov.com/j/1600011851?pwd=ajdlMU9ZW5L0RSVnVzVmRkdW5GZz09> to join/participate in this meeting at its scheduled time. Please see the rules/procedures for submitting public comment at the bottom of the agenda.

This meeting will be posted on YouTube the day after the meeting adjourns and can be accessed by clicking [HERE](#).

- I. CALL TO ORDER/WELCOME (Chair Brandon Hilpert)
- II. PURPOSE OF THE COMMISSION ON POLICE PRACTICES (CPP)
- III. ROLL CALL (Interim Executive Director Sharmaine Moseley)

- IV. APPROVAL OF MEETING MINUTES
  - A. MINUTES FROM CPP OPEN MEETING ON MARCH 23, 2021
  - B. MINUTES FROM CPP OPEN MEETING ON APRIL 27, 2021
  
- V. NON-AGENDA PUBLIC COMMENT: (Fill out and submit comment using [webform](#). Please see instructions at the end of this agenda)
  
- VI. **Guest Speaker: “Greetings from Mayor Todd Gloria” (5 mins)**
  
- VII. UNFINISHED BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
  - A. Commission Closed Meetings (June Dates and Times)
  
  - B. Case Review
    - i. Feedback on Prioritization of Case Reviews, Workflow, Staffing
    - ii. Status of Discipline Cases
    - iii. Feedback on Remote Case Access (Google Drive)
    - iv. Feedback on New Case Presentation Format
    - v. IA Office Hours/Schedule
  
- VIII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
  - A. Approval of CPP Proposed Transition Timeline (**Action Item**)
  
  - B. Approval of Proposed Selection Process for Permanent Executive Director (**Action Item**)
  
  - C. Approval of Proposed Procedure for Handling Disagreements Over Findings Between CPP & SDPD (**Potential Action Item**)
  
- IX. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION)
  - A. Continuing Education Committee (Nancy Vaughn)
    - i. List of Upcoming Educational Topics
  
  - B. Outreach Committee (Patrick Anderson)
    - i. Past Events/Virtual Meetings/Roundtable Discussions
    - ii. Upcoming Events/Outreach Opportunities
  
  - C. Rules Committee (1<sup>st</sup> Vice Chair Doug Case)
    - i. Streamlining Case Reports (trial)
    - ii. Presence of Police Representatives during CPP Deliberations
  
  - D. CPP Handbook Committee (1<sup>st</sup> Vice Chair Doug Case)
    - i. Update – On Hold
  
  - E. Policy Committee (Chair Brandon Hilpert)

- i. Status on Items being Considered Committee
  - ii. Schedule Next Policy Committee Meeting
- F. Recruitment & Training Committee (Kevin Herington)
  - i. Update
- G. Citizens Advisory Board on Police Community Relations (Chair Hilpert)
  - Update – May 17, 2021 Meeting (Cancelled)
- H. Ad Hoc Transition Planning Committee (1<sup>st</sup> VC Doug Case)
  - i. Budget Update
  - ii. Staffing Update
  - iii. Implementation Ordinance & Standard Operating Procedures Update
  - iv. Office Space Update
- X. CHAIR’S REPORT (Chair Brandon Hilpert)
  - A. Reminder-4<sup>th</sup> Quarter (April 1<sup>st</sup> – June 30<sup>th</sup>) Volunteer Hours Report -All Commissioners log hours in for reporting purposes
  - B. Commission Committee Assignments
  - C. Work Plan (Draft)
  - D. Other Items/Reminders
- XI. EXECUTIVE DIRECTOR’S REPORT (Sharmaine Moseley)
  - A. Caseload Update & Status of Case Reports
  - B. Feedback on Work Accounts
  - C. Administrative Support -Intern Support
  - D. 2021 NACOLE Conference Update
  - E. Other Items/Reminders
- XII. SAN DIEGO POLICE DEPARTMENT REPORT (EA Chief Chris McGrath)
  - A. Status on CPP Recommendations to SDPD
    - i. Protest Policy
    - ii. BWC Usage in Secure Facilities
    - iii. Warnings Prior to OC Usage
    - iv. Time Limits in Maximum Restraints
    - v. Seatbelt Usage during Transportation
    - vi. Observation of Detainees in Sally Port
  - B. Updates (Staffing in IA, Training, etc.)
- XIII. COMMISSIONER RIDE-ALONG REPORTS: On Hold Due to COVID
- XIV. COMMISSIONER ANNOUNCEMENTS/COMMENTS
- XV. ADJOURNMENT

**Materials Provided:**

- Minutes from Open Session Meeting on March 23, 2021 DRAFT
- Minutes from Open Session Meeting on April 27, 2021 DRAFT
- CPP Transition Timeline DRAFT

- CPP Work Plan (DRAFT)

**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.

**Joining the webinar as an attendee:**

Please **click the link below** to join the webinar from a PC, Mac, iPad, iPhone or Android device:

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Or an H.323/SIP room system:

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**OPEN SESSION MEETING MINUTES**

**Tuesday, March 23, 2021  
6 p.m. – 8 p.m.  
Via Zoom Webinar**

Click <https://www.youtube.com/watch?v=tYjqpKxHztM> to view this meeting on YouTube.

**Commissioners Present:**

Brandon Hilpert, Chair  
Doug Case, 1<sup>st</sup> Vice Chair  
Poppy Fitch, 2<sup>nd</sup> Vice Chair  
Michael Chan  
Maxine Clark (arrival 6:13pm)  
Joe Craver (arrived at 6:33pm)  
Andrea Dauber-Griffin (left 8:05pm)  
Diana Dent  
Sheila Holtrop

Kevin Herington (left 7:23pm)  
Steve Hsieh  
Ernestine Neely  
Chris Pink (left 7:05pm)  
Ernestine Smith (arrival 6:13pm)  
Robin Spruce  
Duke Taylor  
Nancy Vaughn  
Marty Workman

**Commissioners Absent:**

Patrick Anderson

**Staff Present:**

Sharmaine Moseley, Acting Interim Executive Director

**San Diego Police Department (SDPD) Staff Present:**

Mike Holden, Captain, Internal Affairs  
Steve Shebloski, Lieutenant, Internal Affairs  
Corissa Pich, Lieutenant, Internal Affairs

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- I. **CALL TO ORDER/WELCOME:** Chair Brandon Hilpert called the meeting to order at 6:02 p.m.
- II. **ANNOUNCEMENT ON PURPOSE OF THE COMMISSION**  
Chair Brandon Hilpert announced that the purpose of the Community Review Board on Police Practices (CRB) is to provide an independent investigation of officer-involved shootings, in custody deaths, and an unbiased evaluation of all complaints against the police department and this personnel in a process that will be transparent and accountable to the community. The commission will also evaluate the review of all SDPC policies, practices, trainings, and protocols and represent the community in making recommendations for

changes. The mission of the commission is to hold law enforcement accountable to the community and to increase community trust in law enforcement, resulting in increased safety for both the community and law enforcement.

III. ROLL CALL: Executive Director Sharmaine Moseley conducted the roll call.

IV. APPROVAL OF CPP OPEN MEETING MINUTES OF FEBRUARY 23, 2021

**The Commissioners reviewed the minutes. Commissioner Duke Taylor moved for the Commission to approve its February 23, 2021 Open meeting minutes. Commissioner Nancy Vaughn seconded the motion.**

**The motion passed with a vote of 14-0-1.**

**Yays: 1<sup>st</sup> Vice Chair Case, 2<sup>nd</sup> Vice Chair Fitch, Commissioners- Chan, Dauber-Griffin, Dent, Herington, Holtrop, Hsieh, Neely, Pink, Spruce, Taylor, Vaughn, Workman**

**Nays: None**

**Abstained: Chair Hilpert**

**Absent: Anderson, Craver, Clark, and Smith**

V. NON-AGENDA PUBLIC COMMENT:

Public Comment:

Tasha Williamson encouraged the Commission to recommend policy changes in wake of the police incidents that have been happening. This includes: 1. Stops that have been happening with black men in southeastern and other areas 2. Push for police criminal activity to stop in the manner of how police are stopping and detaining the public and covering up their wrongdoings.

In light of this the southeastern division will be having a protest on Thursday March 25, 2021 in the wake of the stop that happened on 47<sup>th</sup> and Imperial, where an officer illegally detained and illegally searched Perry Owens Jr. They are asking for the video of the stop to be released and for the officers involved to be taken off patrol during the investigation.

VI. Educational Topic: "SDPD Procedure 4.17: First Amendment Activity Facilitation & Management (Protest Policy)"

A. Guest Speaker: SDPD Captain Darryl Hoover

- i. In September 2020, the Chief wanted Captain Hoover to create an overarching procedure dealing with first amendment speech demonstrations and protests that the police department could put out unredacted to the public as well as providing it to any other agency or department within the county, state, or country. Captain Hoover reached out to other law enforcement agencies but did not have much response. We received protest policies

from Oakland PD, Fresno PD, Madison PD in Wisconsin, and reviewed policy and protest recommendations on a memo from California Governor Gavin Newsom dated September 28, 2020. We scheduled a meeting with members of internal affairs, training division, SWAT mobile fuel forces to create a group of subject matter experts to review the materials received to help create the overarching procedure. A draft was created that went through several revisions. The draft was sent to the police legal department for review and input, the bargaining unit for review and input from their attorneys, and back to the Chief's office. It was then presented to the Chief's Advisory Board and before being forwarded to the Chief. The policy was released on February 17, 2021. It contains definitions of terms to stress the mission and direction of the police department which includes: 1. supporting the right to peaceably assemble 2. pre-planning steps officers need to go through when noticed of a future peaceful assembly and 3. guidelines used to coordinate any unlawful assembly strategies

Chair Hilpert added that the CPP Policy Committee conducted research and looked at policies around the country that were applicable to San Diego once it realized that SDPD did not have a standalone protest policy. The Commission found 4 policies from Wisconsin, Seattle, Washington D.C, and California and forwarded those policies to SDPD for consideration. The Commission held 2 policy committee meetings and 1 community roundtable and listened to the community feedback.

National Lawyers Guild member Kate Yavenditti stated that the community is dismayed that the community was not involved in this process. The CPP took steps to put this into motion but feel that the public should be involved since it is a topic important to the public. A CPP policy analyst should work with the public, CPP, law enforcement, and union to put together something the community can trust in.

Commissioner Holtrop asked when conducting the research for this policy were there any methods suggested in California or other states that were positive? Captain Hoover and Chair Brandon Hilpert replied that the Commission and SDPD looked at policies from Madison Wisconsin, Seattle, and Washington DC, put predominately California due to California Law.

Community member Debbie asked that with Homeland Security having the priority of protecting our borders, in the area of protest, who or what would be considered the main priority of protection? She commented that she feels that different people should be taken into consideration to give advice on how best to protect the public, rather than Homeland Security.

Tasha Williamson commented that when a chief says he is going to be transparent and build trust with the community, he should not be creating any procedures that are going to be harmful to any community members without making sure the public is sitting at the table with him including the CPP and any community members for or against the policy. Officers practice with their batons how they will brutalize them. There is no trust between police and protesters because of how they prepare and plan to treat protesters.

Commissioner Poppy Fitch commented that the Commission sees officers whose role is to ensure our First Amendment Rights as citizens and coming prepared to demonstrations with military weaponry style munitions. This is a concern. She hopes the CPP looks at this policy through that lens and communicates our concerns to the SDPD.

Tasha Williamson commented that military weapons were given to the police for free to use against terrorism, not protestors of their injustices that they refuse to fix.

Commissioner Andrea Dauber-Griffin commented that even though the policy has been released can it still be changed? Chair Hilpert replied that yes it can still be changed, the police department takes into consideration the CPP recommendations and typically adjusts accordingly with multiple rounds of recommendations.

VII. UNFINISHED BUSINESS (DISCUSSION) (Chair Brandon Hilpert)

A. Commission Closed Meetings (April Dates and Times)

- i. There is a huge backlog since there are more complaints these past years. In response, IA has increased their investigating sergeants, which increases the number of cases the CPP needs to review. The CPP will propose to have an additional session next Tuesday. The CPP will also look at how to do the Closed Session Meetings. We will try to have all Commissioners review cases prior to the meeting and during the closed session meetings we will have the presenting group answer questions to make meetings more efficient rather than reading all the cases out loud in the meetings.

B. Case Review

- i. Feedback on Prioritization of Case Reviews, Workflow, Staffing – Prioritize the cases that have sustained findings and are coming up on the one year mark. Internal Affairs sent Chair Brandon Hilpert and Executive Director Sharmaine Moseley cases that are either over the one-year mark because of various issues, or that are 90, 60, and 30 days out so they can be prioritized or reassigned.
- ii. Status of Discipline Cases – The cases will be put in the team’s folders and the teams can talk to the commanding officer or the



- captains at each division to discuss that discipline if there are any comments or concerns.
- iii. Remote Case Access (Google Drive) – Commissioners are encouraged to reach out to the Help Desk, Brandon Hilpert or Sharmaine Moseley for any questions/concerns.
  - iv. IA Office Hours/Schedule – If Commissioners would like to go in during the week or on the weekend they can, just make sure to let Detective Amado know so she can book it and coordinate staff to be there.

VIII. NEW BUSINESS (DISCUSSION/ACTION):

A. Commission Work Retreat (Date and Time)

This is typically held on a Saturday morning. There was a suggestion of doing it after hours on the weekday which Commissioners did not want to do. It is more of a workshop rather than a retreat. The retreats main priority is to keep everything in perspective about the CPP's priorities, draft the work plan and look at the tactical plan that the board and Commission adopts. In the past, the retreats were about four hours depending on the topics needed to be discussed. It was pointed out that Commissioners are trying to keep up with the backlog that occurred from COVID in both professional, personal, and volunteer work so there may be a delay with the cases.

It is a city requirement for the tactical plan to be filed with the City Clerks office.

B. Virtual Training on Pretext Stops, Detentions, Arrest (Date and Time)

- i. The Commission will make more definite plans later.

C. Revisit Approach for Case Deliberation – Reports available prior to Closed Meeting

- i. Plan to have Commissioners read the cases prior to the meetings and bring in their questions to hopefully make meetings more efficient.

D. Policy Committee Recommendations, on SDPD's Procedure 4.17: First Amendment Activity Facilitation & Management (Protest Policy)

- i. Wants policy to restate that several existing policies remain in full force and effect during protest related activities specifically body-worn cameras policy, deescalation, duty for officers to intervene, and identification of name and/or ID policies (Policy 5.10 & 9.19).
- ii. Sections specifically detailing how juveniles are treated or processed during protest activities.
- iii. Clarifying what falls under "boisterous" under the definition of an unlawful assembly.
- iv. See proof or evidence that an event become an unlawful assembly with a clear and present danger of violence to property damage or to individuals.

- v. See some statement that preservation of life would take precedence over protecting property.
- vi. Dispersal order – Section 2 stated that an officer does not need to use specific words when they declare an unlawful assembly while Section 7 provides specific language. CPP would like to see that specific language being used to create a standard.
- vii. Feels dispersal order needs to be given a minimum of three times with a minute in between each order.
- viii. Having the verbiage of “must” or “shall” rather than “should” – Officers must or shall have their BWC’s activated in event mode (on and recording) to record a dispersal order. An officer should be stationed behind the crowd with BWC’s on to have audible confirmation that people in the crowd were able to hear the dispersal order.
- ix. Clarification on apple means of aggress.
- x. Concern for those with mobility issues – those in wheelchairs, crutches, ect. – unable to comply in the time given.
- xi. Currently order for dispersal is given in English and Spanish, but want a clarification about other languages such as for the hearing impaired. For planned protests potentially have the mobile traffic signage.
- xii. Felt it was important to have Emergency Medical Staging so EMS providers have the proper materials on hand
- xiii. Want to specify the definition of “reasonable” for the statement “a reasonable time will be allowed for the crowd to comply with police commands before taking action”, but not less than three minutes. Does this mean for the crowd to have left the scene or leaving the scene.
- xiv. Despite the current use of force policy, passive resistance which is behavior that consists of a refusal to comply with verbal commands and does not convey a threat to officer or another person shall not be subject to the use of impact weapons, impact weapon control holds, pain compliance, or pressure points. Under passive resistance in protests, officers will not be using chemical agents, OC spray, on protestors.
- xv. For active resistance which is behavior that consists of a refusal to comply with verbal commands and conveys a threat to the officer or another person or consists of physical opposition of attempts of control by the officer the response should be discussed.
- xvi. The section about special munitions needs to have specific descriptions as to when and how they are utilized, how they are handled when spent, and when not to be used.
- xvii. Special munitions should be listed in order of increasing use of escalation.
- xviii. Feels that the 40 millimeter foam baton rounds should be used as a last resort.
- xix. State that officers will replace flex cuffs should they tighten utilizing the existing fingertip rule policy – having a fingertip space between the handcuffs and the prisoner’s wrist.

- xx. Feel that officers should mark the initial placement of the flex cuffs so it is easy to tell if it got too tight, and write their ID on the flex cuffs.
- xxi. Pros and cons about having a body worn camera on during protests.
- xxii. Changes or additions to the BWC video retention period – have protest activity be added to the civil unrest category.
- xxiii. Add a section detailing that officers will not request or require media or other members of the public to stop or discontinue recording.
- xxiv. Add a section stating on how media and legal observers are identified and should not be told to leave the area and not required to disperse.
- xxv. Add that officers are required to name their commanding officer or incident commander. Have clear prohibition that officers would not be allowed to obstruct their name, badge, ID number, or use someone else's name or ID number.
- xxvi. Consider having a specially trained unit to handle or address protest activity
- xxvii. Address issues of follow cars – a vehicle that has known supplies, equipment, water that would supply protestors of whatever they need.
- xxviii. Address undercover officer infiltration during protests.
- xxix. Address concern about how bicycles are used as weapons by officers at events or sometimes even shields.
- xxx. Clarify how officers address peaceful civil disobedience.
- xxxi. Address what policies stand if outside law enforcement agencies are brought in during large protests. Would like those agencies to follow the City of San Diego's policies.
- xxxii. Public Comment: Kate – Concerned that the policy allows police to bring any heavy-duty munitions to peaceful demonstrations. Many demonstrations are peaceful until law enforcement arrive in full riot gear and agitate the crowd. Would like to see heavy-duty weapons completely eliminated. Typically the police initiate activity and claim that it is active resistance so they start using weapons. Want to prevent police making videos and taking pictures to use this information later on kept in a “red book”. Retention policy for BWC if there is no arrest or complaints needs to clarify the deletion policy. Police department cannot have undercover officers and infiltration officers in protests. Typically seen that these officers are the provocateurs in the protests.
- xxxiii. Public Comment: Kylie – Least dangerous to most dangerous munitions: grabbling, hand to hand combat, batons, bicycles, OC spray/pepper spray, pepper ball, ban bag shot gun (super shock), foam baton, tear gas, flash bang, stinger. Pepper spray / tear gas settles and does not dissipate so there have been secondary exposure to it. Flash bangs often cause permanent damage.
- xxxiv. Commissioner Duke Taylor: Media should not be asked to pause, stop, or leave and have the ability to continue doing their work in a specific area without officers stopping them. Although the

higher officers typically follow this it does not apply for lower level police officers. Feel there should be an infraction to the police officer who does stop them. Very hard to determine who is official media or bloggers and media.

- xxxv. Commissioner Robin Spruce: Need to find the balance of how long to keep BWC videos so people can still submit a complaint with evidence. Concern about following current policies during protest situations especially de-escalation and BWC's. Propose that plainclothes officers not be exempt from the BWC policy. Propose to make the BWC policy more robust.
- xxxvi. Commissioner Andrea Dauber-Griffen: This policy reads more as a crowd control policy rather than a protest policy. Does not explain how police ensure citizen safety, organize protest, accompany the protest, and ensure that everything is being done in an orderly fashion. Consider adding the pre-protest organization steps and procedures. Define unlawful assembly especially if a small group is declared unlawful is the entire protest declared unlawful?
- xxxvii. Public Comment: Kylie – intentional to be more of a crowd control policy due to the events that have occurred. In response to vehicles being driven into protest since many protests routes are not shared with the police so they do not know what streets to block off, making their job more difficult.
- xxxviii. Public Comment: Kate – For the BWC retention policy, if we cannot put a time then put a regulation for when it can be used. Proposes to only be accessed or used if there is a complaint made to the commission, to IA, or if there is some kind of legal action being taken whether it be civil or criminal and not used to gather information on demonstrators. Specifically say that the police cannot maintain files on peaceful political activists.
- xxxix. Commissioner Doug Case: Proposes to add a separate section on protecting the safety of peaceful protestors with traffic control, keeping counter protesters separate, etc. And having strategies and techniques to protect the safety of peaceful protestors.

**The Commissioners reviewed the recommendations/talking points for the memo. Commissioner Joe Craver moved for the Commission to approve the talking points for the Chair to draft a memo to the Chief of Police. Commissioner Nancy Vaughn seconded the motion.**

**The motion passed with a vote of 15-0-1.**

**Yays: 1<sup>st</sup> Vice Chair Case, 2<sup>nd</sup> Vice Chair Fitch, Commissioners- Chan, Clark, Craver, Dauber-Griffin, Dent, Holtrop, Hsieh, Neely, Smith, Spruce, Taylor, Vaughn, Workman**

**Nays: None**

**Abstained: Chair Hilpert**

**Absent: Anderson, Herington, and Pink**

**IX. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION) ALL REPORTS  
TABLED EXCEPT FOR ITEM E (POLICY COMMITTEE)**

- A. Continuing Education Committee (Nancy Vaughn)
- List of Upcoming Educational Topics
- B. Outreach Committee (Patrick Anderson)
- i. Past Events/Virtual Meetings/Roundtable Discussions
  - ii. Upcoming Events/Outreach Opportunities
- C. Rules Committee (Doug Case)
- Update
- D. CRB Handbook Committee (Doug Case)
- Update – On Hold
- E. Policy Committee (Chair Brandon Hilpert)
- i. Status on Items being Considered Committee
    1. Protest Policy
    2. BWC Usage in Secure Facilities – Currently, if an officer goes into a secure facility such as a detention cell, sally port, or jail processing, officers can turn their BWC off. The Committee believe that officers should keep their BWC's on.
    3. Warnings Prior to OC Usage – Policy committee should be in line with the firearm policy, so the Committee believes there should be a warning in the policy.
    4. Time Limits in Maximum Restraints – The Committee wants to have a maximum of two hours. The 2 hours seemed reasonable to the Committee but should indicate a maximum time.
    5. Seatbelt Usage during Transportation – The Committee believes it is important that when transporting prisoners, a seat belt use is being applied, with certain exceptions.
    6. Observation of Detainees in Sally Port – The Committee believes that prisoners or detainees should be checked on every 15 minutes to make sure they are okay.

**The Commissioners reviewed and discussed the recommendations for items 2-6. Commissioner Doug Case moved for the Commission to approve the addition of items 2-6 to the memo to the Chief of Police. Commissioner Joe Craver seconded the motion.**

**The motion passed with a vote of 13-0-1.**

**Yays: 1<sup>st</sup> Vice Chair Case, 2<sup>nd</sup> Vice Chair Fitch, Commissioners- Chan, Clark, Craver, Dent, Holtrop, Neely, Smith, Spruce, Taylor, Vaughn, Workman**

**Nays: None**

**Abstained: Chair Hilpert**

**Absent: Anderson, Dauber-Griffen, Herington, Hsieh, and Pink**

- ii. Schedule Next Policy Committee Meeting – **Item tabled**
- F. Recruitment & Training Committee (Kevin Herington)
- G. Citizens Advisory Board on Police Community Relations (Chair Brandon Hilpert)
  - Update – March 22, 2021
- H. Ad Hoc Transition Contingency Planning Committee (Doug Case)
  - Update
- X. **CHAIR’S REPORT Items Tabled** (Chair Brandon Hilpert)
  - A. Reminder – 3<sup>rd</sup> Quarter (January 1<sup>st</sup> – March 31<sup>st</sup>) Volunteer Hours Report – All Commissioners log hours in for reporting purposes
  - B. Update on 3/10 PS&LN Committee Meeting Re: CPP
  - C. Update on Meetings with City Staff Re: Commission Budget
  - D. Commission Committee Assignments
  - E. Other Items/Reminders
- XI. **EXECUTIVE DIRECTOR’S REPORT Items Tabled** (Sharmaine Moseley)
  - A. Caseload Update & Status of Case Reports
  - B. Status of Work Accounts
  - C. Administrative Support
  - D. 2021 NACOLE Conference Update
  - E. Other Items/Reminders
- XII. **SAN DIEGO POLICE DEPARTMENT REPORT Items Tabled** (EA Chief Al Guaderrama)
  - Updates
- XIII. **COMMISSIONER RIDE-ALONG REPORTS:** On hold due to COVID
- XIV. **COMMISSIONER ANNOUNCEMENTS/COMMENTS: Items Tabled** (Chair Brandon Hilpert)
- XV. **ADJOURNMENT:** The meeting adjourned at 8:13 p.m.

**OPEN SESSION MEETING MINUTES**

**Tuesday, April 27, 2021  
6 p.m. – 8 p.m.  
Via Zoom Webinar**

Click <https://www.youtube.com/watch?v=B7shHBSyKyg&t=3s> to view this meeting on YouTube.

**Commissioners Present:**

Doug Case, Acting Chair  
Poppy Fitch, 2<sup>nd</sup> Vice Chair  
Patrick Anderson  
Maxine Clark  
Andrea Dauber-Griffin  
Diana Dent  
Sheila Holtrop  
Kevin Herington  
Steve Hsieh

Chris Pink  
Ernestine Smith  
Duke Taylor (left 7:26pm)  
Nancy Vaughn  
Marty Workman

**Commissioners Absent:**

Brandon Hilpert, Chair  
Michael Chan  
Joe Craver  
Ernestine Neely  
Robin Spruce

**Staff Present:**

Sharmaine Moseley, Interim Executive Director

**San Diego Police Department (SDPD) Staff Present:**

Mike Holden, Captain, Internal Affairs  
Steve Shebloski, Lieutenant, Internal Affairs

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- I. **CALL TO ORDER/WELCOME:** Acting Chair Doug Case called the meeting to order at 6:00 p.m.
  
  - II. **ANNOUNCEMENT ON PURPOSE OF THE COMMISSION**  
Acting Chair Doug Case explained that the purpose of the Community Review Board on Police Practices (CRB) is to provide an independent investigation of officer-involved shootings, in-custody deaths, and an unbiased evaluation of all complaints against the police department and its personnel in a process

that will be transparent and accountable to the community. The Commission will also evaluate the review of all SDPD policies, practices, trainings, and protocols and represent the community in making recommendations for changes. The mission of the Commission is to hold law enforcement accountable to the community and to increase community trust in law enforcement, resulting in increased safety for both the community and law enforcement.

III. ROLL CALL: Interim Executive Director Sharmaine Moseley conducted the roll call.

IV. APPROVAL OF CPP OPEN MEETING MINUTES OF March 23, 2021

**There was no motion on the floor for approval of this item, so this item will be voted on at the next Open Meeting of the Commission.**

V. NON-AGENDA PUBLIC COMMENT: None

Acting Chair Doug Case explained that a public comment is a time for Commissioners to listen only. They cannot respond to questions during the public comment period. The non-agenda public comment is an opportunity to address the Commission on a matter within its jurisdiction, but not on the agenda for this evening. Note that the Commission can only discuss specific allegations against SDPD officers during a closed meeting.

VI. UNFINISHED BUSINESS (DISCUSSION) (Acting Chair Doug Case)

A. Commission Closed Meetings (May Dates and Times)

The next Closed Meeting will take place on Tuesday, May 4, 2021. The Commission will resume its regular schedule of having Closed Meetings on the second and fourth Tuesdays of every month. Unless there is a case that needs to be complete by a specific deadline, in which there will be an additional meeting called.

Due to the City's Budget Hearing, the Closed Meeting scheduled for Tuesday, May 11, 2021 will be from 6:00pm – 8:00pm.

B. Case Review

i. Feedback on Prioritization of Case Reviews, Workflow, Staffing –

There has been feedback and concern related to the number of cases the Commission has outstanding, which is increasing. It has been suggested that the Commission consider revising the way the Teams draft its reports so it is less time consuming and look at the ways that the teams can more efficiently review cases. Suggestions included assigning one person on the team the duty of looking at all the body worn camera and all the interviews and then pointing out to the other team members those items that are essential. Another suggestion is that written case reports should be made more along the lines of the Commission's audit reports that would not include all the details that are included in the case reports. Category 1 case reports would probable still be more comprehensive. Commissioner



Nancy Vaughn suggested enforcing the rules about writing the reports and making them concise and to the point and getting rid of unnecessary parts of the report. Commissioner Kevin Herington recommended that the Commission only write long reports if there is a disagreement with IA or find another finding/allegation that was not included in the investigation.

Commissioner Maxine Clark stated that the Commission need to be as thorough as we used to be. Second Vice Chair Poppy Fitch explained that the executive team meets weekly to talk about ways the Commission can rise to the challenge of an increasing workflow, decreased resources, new members, remote case review, changing dynamic from board to commission. This is more about being more efficient, not watering down the review of investigations.

- ii. Status of Discipline Cases – There are several discipline cases that have been sent out to the Teams but have not been read at the last couple of meetings. The Teams were encouraged to check their files for any discipline cases and to complete evaluations.
- iii. Feedback on Remote Case Access (Google Drive) – Internal Affairs still need to resolve the issue of the audio for remote case access.
- iv. Feedback on New Case Presentation Format – The new format includes having a summary with the essential items pointed out and then the Commissioners would go into the discussion.
- v. IA Office Hours/Schedule – Commissioners who want to review cases in IA were asked to let Detective Amado know in advance for reservation purposes. She should also be notified of any changes.

- C. Commission Work Retreat for Work and Tactical Plans – In lieu of a Commission work retreat, interim Executive Director Moseley will revise the previous work plan and have a draft ready for the Commission’s May Open Meeting for discussion and approval in June.

VII. NEW BUSINESS (DISCUSSION/ACTION): (Acting Chair Doug Case)

- A. Attendance / Participation of SDDP at Commission Closed Meetings (Action Item)

Acting Chair Case explained the current practice where the department is present for the presentation of the case and available to answer any questions. They are then put in a waiting room on Zoom, comments are made, and the vote is taken while they remain in the waiting room. We will reconvene and if there is a new team concerned, those comments are presented at that point in time. Feedback from Commissioners who would like the Department there during the comments portion, to answer questions or to listen to the unfiltered comments. The Commissioners discussed this item and Acting Chair Case recommended that this item be referred to the Cabinet on how to proceed since there was no consensus.

- B. Approval of Modifications to Mayor’s Proposed Budget for the Office of the Commission on Police Practices (Action Item)

Several proposed amendments to the initial budget was sent out with the agenda. The Commission needs to officially vote to approve the

budget recommendations, so they are coming from the Commission and not just the Transition Committee. The changes the Commission made are:

- The Executive Director salary be \$180,000 rather than \$122,000. The Executive Director of the Ethics Commission's salary is \$180,000 and the Commission will have more than twice as many employees as the Ethics Commission and the Commission will also be three times as large as the Ethics Commission, so given the duties required and additional duties it would be equitable to have a salary comparable to that of the Ethics Commission.
- The Supervising Investigator start on September 1<sup>st</sup> rather than January 1<sup>st</sup> to give them time to prep cases and to be involved in the hiring of the second investigator who would begin on January 1<sup>st</sup>.
- Changing the investigators to be exempt. Personnel told us that those positions needed to be exempt, which means that they are not an hourly position.
- The Budget Analyst on boarded sooner rather than later. The earliest possible time would be September 1<sup>st</sup> since this is an exempt position, which must be created by ordinances and must first go through a Civil Service Commission process.
- Amount for subject matter experts/consultants be changed from \$20,000 to \$30,000 for the current fiscal year which would end in June 30, then increased to \$40,000 in the next fiscal year when investigations would increase.
- Add an additional \$200,000 for contract investigators. These would not be employees, but would be contracted as needed since we don't know what the workload is going to be. If the case load is greater than our staff can handle, or the investigations take more time than expected, it is important to be able to hire additional contract investigators on a case by case basis.
- Increase Conference Registration Fees from \$2,500 to \$7,500 allowing both staff and commissioners to attend NACOLE.
- Increase Travel/Conference from \$9,824 to \$19,824 allowing both staff and commissioners to attend NACOLE.
- Increase Cellular Phone Operating Costs from \$1,300 to \$3,697 with the understanding that we will have additional staff that may require a work phone.
- Increase Transportation Allowance to \$2,500 which would be for staff.
- Increase Information Technology (Software) for Fiscal year 2023 match Fiscal year 2022 (\$35,000) since the software used is licensing software that requires an annual fee.
- Transition committee recommended at our budget hearing that we recommend the City Council adopt the policy to allow volunteer Commissioners to receive childcare and mileage reimbursement to attend meetings and other activities.
- Increase outside counsel budget from \$25,000 to \$180,000. We did not put the General Counsel hiring until June of next year

because we thought it was important for the new Executive Director and the new Commission to be involved in the hiring of the General Counsel.

- Change the Independent Counsel Staff base salary to \$165,000.

**The Commissioners reviewed the CPP Proposed Budget. Commissioner Nancy Vaughn moved for the Commission to recommend this budget to the city as presented. Commissioner Patrick Anderson seconded the motion.**

**The motion passed with a vote of 13-0-1.**

**Yays: 2<sup>nd</sup> Vice Chair Fitch, Commissioners- Anderson, Clark, Dauber-Griffin, Dent, Herington, Holtrop, Hsieh, Pink, Smith, Taylor, Vaughn, Workman**

**Nays: None**

**Abstain: Acting Chair Case**

**Absent: Chair Hilpert, Chan, Craver, Neely and Spruce**

- C. Approval of Proposed Outline of Investigation Procedures (**Action Item**)  
Commissioner Nancy Vaughn noted an accidental typo on the 2<sup>nd</sup> page and top of the 3<sup>rd</sup> page.

**The Commissioners reviewed Outline of Investigative Procedures. Commissioner Nancy Vaughn moved for the Commission to approve the proposed outline of investigative procedures with the amendments. Commissioner Marty Workman seconded the motion.**

**The motion passed with a vote of 12-0-1.**

**Yays: 2<sup>nd</sup> Vice Chair Fitch, Commissioners- Anderson, Clark, Dauber-Griffin, Dent, Herington, Holtrop, Hsieh, Pink, Smith, Vaughn, Workman**

**Nays: None**

**Abstain: Acting Chair Case**

**Absent: Chair Hilpert, Chan, Craver, Neely, Spruce, Taylor**

VIII. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION)

- A. Continuing Education Committee (Nancy Vaughn)  
i. List of Upcoming Educational Topics – Committee Chair Vaughn asked the Commissioners for topics. She will also reach out to NACOLE to get information and training us in that direction.
- B. Outreach Committee (Patrick Anderson)  
i. Past Events/Virtual Meetings/Roundtable Discussions – Committee Chair Anderson reported that he is coordinating with Kate Yavenditti about possibly co-hosting another roundtable with San

Diegans for Justice regarding job ads that the Committee is beginning to think about writing. He suggested that the Community be involved in writing that job ad. He wants to also start doing monthly roundtables with the public.

ii. Upcoming Events/Outreach Opportunities – N/A

C. Rules Committee (Doug Case)

- i. Update – Committee Chair Case reported that he will schedule a meeting sometime in May giving enough time to come back with a recommendation regarding case review and presentations for next month's open meeting.

D. CRB Handbook Committee (Doug Case)

- i. Update – No update given

E. Policy Committee (Chair Brandon Hilpert)

- Status on Items being Considered Committee – No update given
- Schedule Next Policy Committee Meeting – No update given

F. Recruitment & Training Committee (Kevin Herington)

- i. Update on Virtual Training on Pretext Stops, Detentions, Arrest (4/8) – SDPD IA Lt. Charles Lara
  1. There was a training on April 8<sup>th</sup>, which was given virtually to new members as well as existing members by Lt. Charles Lara
- ii. Update on SDPD Academy Training on Use of Force, BWC Video, Simulators (4/10)
  1. There was a training on April 10<sup>th</sup>.

G. Citizens Advisory Board on Police Community Relations (Doug Case)

- i. Update – April 19, 2021 Meeting  
Interim Executive Director Moseley reported that CAB held a meeting on April 19<sup>th</sup>. CAB's Executive Director encouraged CAB to go through SDPD's use of force training and Inside SDPD trainings. Community member Tasha Williamson was a guest speaker. She spoke to CAB about South Eastern division racial concerns. There was a lot of dialogue and conversations regarding her issues. There was some discussion on Campaign Zero's ProTEC initiatives as well as the mayor's release of his priorities. They went over their recommendations that they made two years ago and recommended that the Ad Hoc committee go over those recommendations again and bring it back to the board.

H. Ad Hoc Transition Contingency Planning Committee (Doug Case)

- i. Update – City council meeting held on Monday, April 26, 2021. They approved three items which had been previously approved by the PS &LN committee. These items included the creation of the Office of the Commission on Police Practices, hiring Sharmaine Moseley as our Interim Executive Director, and approving the interim standing operating procedures that the Commission recommended. The next step is the budget meeting on May 11<sup>th</sup>, in which we will be making a

presentation before the budget review committee, which is a committee of the whole of the city council. Our Transition Committee meets every Friday. This Friday we will be discussing what the process should be when the Commission and the department disagree on a finding regarding a particular case.

- IX. CHAIR'S REPORT (1<sup>st</sup> Vice Chair Doug Case)
- A. Reminder – 4<sup>th</sup> Quarter (April 1<sup>st</sup> – June 30<sup>th</sup>) Volunteer Hours Report – All Commissioners log hours in for reporting purposes
  - B. Update on 4/26 City Council Meeting Re: CPP – Report given earlier
  - C. City Budget May Hearings (CPP Presentation on May 11 at 2pm)
  - D. Commission Committee Assignments – It is requirement of the bylaws that every Commissioner serves on at least one Committee.
  - E. Other Items/Reminders

- X. **EXECUTIVE DIRECTOR'S REPORT** (Sharmaine Moseley)
- A. Caseload Update & Status of Case Reports – It was reported that prior to tonight's meeting, 65 cases were assigned to the Teams. The same time last month, we had approximately 68 cases assigned to the teams, so this number remains constant. Of the 65 cases, 3 Category I cases that included an officer-involved shooting and 3 Category II cases were deliberated on and closed out earlier tonight at the closed meeting. Of the 65 active cases assigned to the team's 28 have sustained findings. As of last week, IA sergeants were working on 78 cases that will eventually go to the teams. In this fiscal year, the Commission closed out 107 cases.

The Team Updates are as follows:

Team 1 – Commissioner Pink was temporarily assigned to Team 1 for training purposes. 12 cases assigned to the Team. Of the 12 cases: 1 case was a reassignment that was sent back to the team in November for further review, 4 Category II cases, 5 cases have sustained findings. The Team also has two disciplines to evaluate.

Team 2 – 11 cases assigned to the Team. Of the 11 cases, 6 are Category II cases, 2 were sent back to the Team for revisions, 5 cases have sustained findings. 2 cases were closed out tonight. The Team does not have any OIS or ICD cases and has 3 disciplines to evaluate.

Team 3 – 8 cases assigned to the Team. Of the 8 cases, 2 are Category II cases, and 2 cases have sustained findings. Two cases were closed out tonight. The Team has 1 OIS case, no ICD cases, and 5 disciplines to evaluate.

Team 4 – 11 cases assigned to the Team. Of the 11 cases, 2 are Category II cases, 6 cases have sustained findings, and the Team has 1 shooting review board report to evaluate. The Team does not have any OIS/ICD cases.

Team 5 – Team 5 was made inactive for at least two weeks. One case with a pressing deadline was reassigned to Team 3. Four cases are left for the Team. Of the 4 cases, 1 case is a Category I, and 1 case has sustained findings. The team has no OIS/ICD cases. The team has one shooting review board report and 1 discipline to evaluate.

Team 6 – This team no longer has a team lead. Twelve cases are assigned to this team. Of the 12 cases, 1 case has sustained findings, 1 case (an OIS) was closed out tonight, 3 cases are Category IIs. The team does not have any ICD cases. The team has 2 disciplines to evaluate.

Team 7 – 9 cases assigned to the Team. Of the 9 cases, 4 cases have sustained findings, 4 cases passed the 1-year deadline, 1 case is a Category II. This is a training team led by the Chair.

- B. Status of Work Accounts – It was reported that sanDiego.gov accounts were assigned to all the Commissioners two to three months ago. All emails regarding Commission business will now be going through the sandiego.gov accounts.
  - C. Administrative Support – A report was given earlier in the meeting.
  - D. 2021 NACOLE Conference Update – It was reported that this year NACOLE will hold two conferences. The first conference will be virtual and take place August 16<sup>th</sup> – October 7<sup>th</sup>. The second conference will be a small in-person conference and is scheduled from December 13<sup>th</sup> – December 16<sup>th</sup> in Tucson, Arizona. The conference committee reviewed over 60 proposals that were submitted for consideration. Each week will have a theme, such as reform and innovation, jail and prison oversight, strengthening the work of oversight, and collaboration. There will be a final schedule on May 19<sup>th</sup>.
  - E. Other Items/Reminders – N/A
- XI. SAN DIEGO POLICE DEPARTMENT REPORT (Captain Mike Holden)
- A. Status on CPP Recommendations to SDPD –They received the Commission’s recommendations on the below items. It is extensive so they have been sent out to the originating units for review and consideration. The Commission will be updated as IA receive responses back from those units.
    - Protest Policy
    - BWC Usage in Secure Facilities
    - Warnings Prior to OC Usage
    - Time Limits in Maximum Restraints
    - Seatbelt Usage during Transportation
    - Observation of Detainees in Sally Port
  - B. Updates –Executive Assistant Chief Al Guaderrama will be retiring on May 20<sup>th</sup>. The process for selecting his replacement is still in process.

- XII. COMMISSIONER RIDE-ALONG REPORTS: On hold due to COVID
- XIII. COMMISSIONER ANNOUNCEMENTS/COMMENTS: No announcements/comments given.
- XIV. ADJOURNMENT: The meeting adjourned at 7:58 p.m.

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**DRAFT City of San Diego Commission on Police Practices Timeline (Tentative)**  
**May 14, 2021 – Version 9**

November 3, 2020	General Election
November 2020 – June 2021	Community Input on the Implementation Commission Ordinance via Community Roundtables
November & 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 and April 2021	Discussions with Department of Finance on CPP Budget Needs
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
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
May 2021	Hiring of Executive Assistant and Complaints Coordinator
June 14, 2021	City Council Adopts Budget for FY22
June 6, 2021	Civil Service Commission Approves Exempt Managerial Positions
September 12, 2021	Interim Outside Counsel Contract Bidding and Selection
July 2021	Hiring of Asst. Executive Director (Community Engagement Director)
June 24, 2021	PS&LN Approves Draft Implementation Ordinance and Draft Initial Standard Operating Procedures
July – October 2021	Obtain and Equip Commission Office Space
August 2021	City Council Schedules Meet and Confer on Implementation Ordinance and Permanent Standard Operating Procedures and Adopts Ordinance to Create Exempt Managerial Positions th
August – December 2021	Meet and Confer Between the City and Police Officers Association
September 2021	Hire Supervising Investigator and Policy Analyst
September 2021	Adopt Memorandum of Understanding with SDPD (Including Complaint Processing and Sharing, Sharing of Records, etc.)
January 2022	Hiring of Performance Auditor and 1 Investigator



January 2022	City Council Adopts Implementation Ordinance (2 Readings Required) and Initial Standard Operating Procedures
February 2022	Implementation Ordinance Takes Effect; Independent Investigations Initiated
November - March 2022	Recruitment and Selection of Permanent Commissioners (Including Independently Conducted Background Checks)
March 2022	Development of FY23 Budget Proposal
April 2022	City Council Appoints Permanent Commissioners
April – October 2022	National Search and Selection of New Executive Director
May 2022	Budget Review Hearing for FY23 Budget
June 2022	City Council Approves FY23 Budget
June 2022	Hiring of Commission General Counsel
July 2022	Hiring of 2 Additional Staff Investigators and Selection of Pool of Contract Investigators (Contingency Basis)
September – November 2022	Mediation Program Procedures Established
November 2022	City Council Appoints Permanent Executive Director
January 2023	Hiring of Mediation Coordinator, Mediation Program Commences

## Commission on Police Practices Work Plan FY2021-FY2022

### General CPP Work/Executive Director/Chair/Executive Cabinet

Task/Issue	Process	Completion Goal
Chair and/or Cabinet weekly meetings with the Executive Director		Ongoing
Quarterly meetings with SDPD (IA Captain and Executive Assistant Chief)		Ongoing
Annual meeting with the Chair, Executive Director and the Chief		
Annual meeting with the Chair, Executive Director and President of the POA		
Reinstitute annual luncheon with Chair, Executive Director, Past Chairs, Past Executive Directors, SDPD Chief and Executive Assistant Chief		When COVID allows
<del>Quarterly meeting with Chair, Executive Director and Director of Boards &amp; Commissions and as needed This is in addition to the bi-weekly meetings with the Director of Office of Boards &amp; Commissions and the Executive Director.</del>		Ongoing
Quarterly meetings with Chairs of the CPP, Citizens Advisory Board on Police/Community Relations, and Commission on Gang Prevention and Intervention		Ongoing
<del>Annual election of officers</del>	Nominating Committee to be elected at the April 2020 meeting	June 20 Open Meeting
Appointment of Interim Commissioners by City Council	City Council Confirmation	Completed Dec. 2020
Appointment of Permanent Commissioners by City Council	Approval of Implementation Ordinance	January 2022
Recognition awards for Former CRB Members	Executive Director to request Admin Asst. to prepare the awards	TBD
Swearing-in of Permanent Commissioners	Approval of Implementation Ordinance & City Council Selection and Confirmation	TBD
NACOLE Virtual Conference (July 20, 2020-September 23, 2020)	Open to CRB Members	Completed Sept. 2020
NACOLE Virtual Conference (August 16, 2021-October 7, 2021)	Open to Commissioners	Pending
NACOLE In-Person Conference -Tucson, AZ (December 13, 2021-December 16, 2021)	Decision on Attendance	Pending
Create Ad Hoc Transition Planning Committee	CRB Open Meeting	Completed Aug. 2020
Train Staff & Transition CRB to MS Teams/Zoom Platforms for Meetings	Practice meetings beginning June 2020	Completed
Update the Work Plan monthly	To be done monthly	Ongoing
Presentations to City Council's Public Safety and Livable Neighborhoods (PS&LN) Committee	April and November of each year	Ongoing

## Commission on Police Practices Work Plan FY2021-FY2022

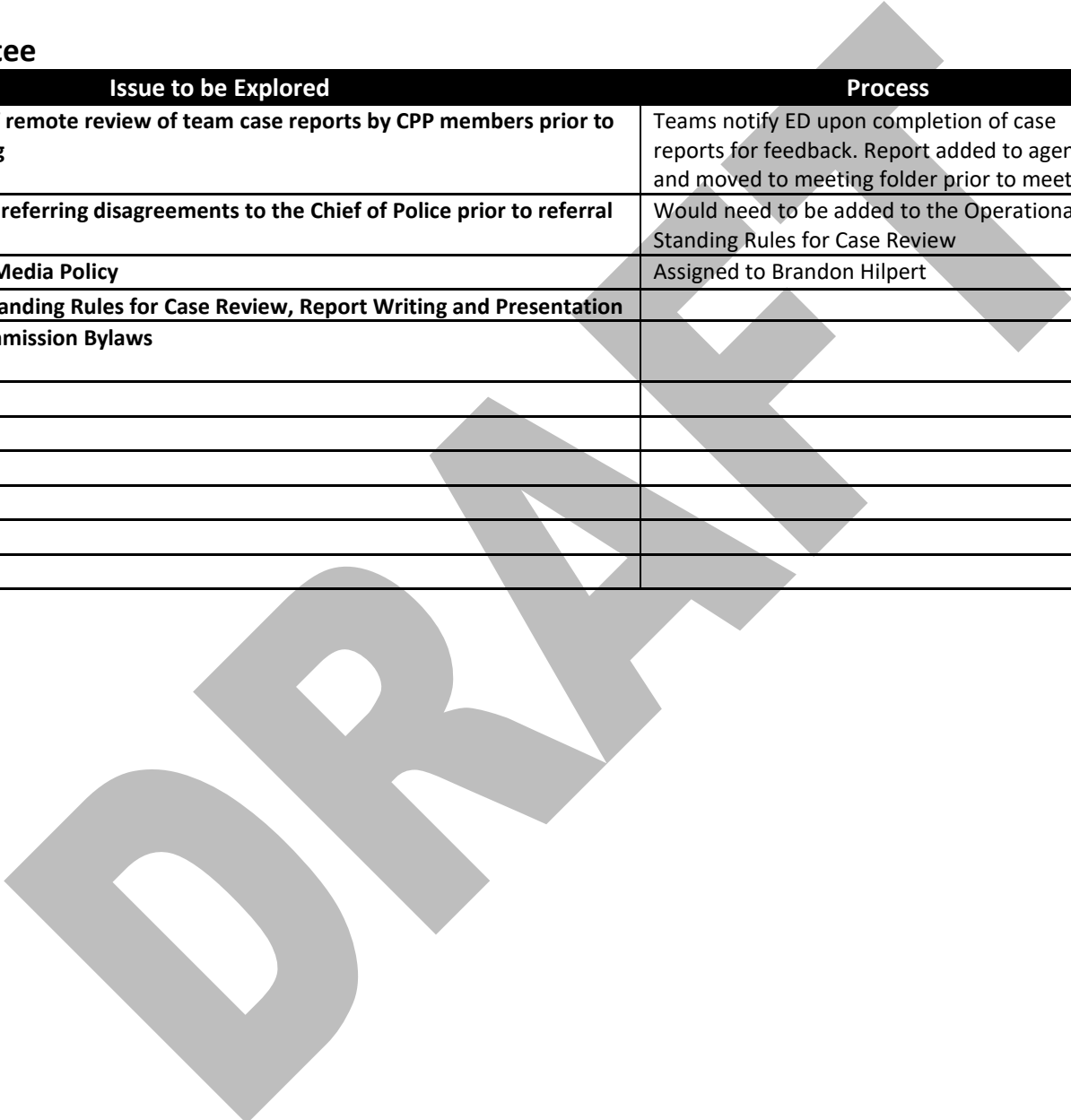
<b>Chair to Meet Individually twice a year with members of the PS&amp;LN Committee</b>		TBD
<b>Strategic Planning CPP Retreat</b>	Proposed retreat once large groups can be assembled	TBD
<b>Plan two social events per year (holiday party and another event)</b>	Pending large group prohibitions being eased	TBD
<b>Conduct training for new graduates from the Police Academy</b>	Presentations to New Officers Chair and 1 <sup>st</sup> Vice presented to Academy	Ongoing Completed Oct. 2, 2020
<b>Organize annual relationship building session with CPP and IA staff to help each group to fully understand each other's roles and responsibilities</b>		
<b>Debriefing with Chair, Executive Director and IA Captain after each closed meeting</b>		Ongoing
<b>Annual meetings with Chair and Executive Director individually with each team to share and receive feedback</b>		Ongoing
<b>Quarterly Team Leader Meetings</b>	Discuss issues, concerns, upcoming training, etc.	Ongoing
<b>Monthly Executive Committee meetings</b>	One week before Open Meeting	Ongoing

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# Commission on Police Practices Work Plan FY2021-FY2022

## Rules Committee

Issue to be Explored	Process	Completion Goal
Study possibility of remote review of team case reports by CPP members prior to the Closed Meeting	Teams notify ED upon completion of case reports for feedback. Report added to agenda and moved to meeting folder prior to meeting	Completed
Consider option of referring disagreements to the Chief of Police prior to referral to the Mayor	Would need to be added to the Operational Standing Rules for Case Review	Completed
Creation of Social Media Policy	Assigned to Brandon Hilpert	In process
Develop Interim Standing Rules for Case Review, Report Writing and Presentation		TBD
Adopt Interim Commission Bylaws		Completed January 2021



## Commission on Police Practices Work Plan FY2021-FY2022

### Policy Committee

Issue to be Explored	Process	Completion Goal
Procedure & Guideline for SDPD Complaint Intake		
Development of Third-Party Mediation for Certain Complaints	Nancy is utilizing learnings from NACOLE and will present to Board best practices for mediation opportunities	On Hold pending Measure B vote
Best Practices Research for LE Investigations Involving Discrimination Allegations	Patrick is conducting research from agencies nationwide and will present to the Board for review and recommendations.	March 2020
Ensure that CRB receive a written reply within 60 days from SDPD regarding all policy recommendations		Ongoing
Procedure & Statistics for Internal Affairs Tolling of Cases	Received a detailed description of tolled cases from IA in May-July 2019. Cases are tolled for various reasons including pending legal cases. CRB is working to clarify and note in case reports the circumstances and reasons for any case being delayed/tolled.	Completed Summer 2019
Complaint Process Guide Card Issued to All Sworn Personnel	Taura has a card proposed and will be presenting to Policy for a formal recommendation to be made to the full Board.	January 2020
SDPD Protest Policy	Recommendation for SDPD to create an official protest policy.	Completed
	CPP Policy Committee Roundtable Discussion on SDPD's New Protest Policy (3/18/2021)	Completed
	Draft Memo to Chief Re: Recommendations to Protest Policy	Completed
Use of Force and Juveniles		

## Commission on Police Practices Work Plan FY2021-FY2022

### Community Outreach Committee

What	Intention of Outreach	When	Who	Completion Goal
<b>Community Town Hall and SDPD Captain's Advisory Board Meetings, other SDPD events and community events</b>	Attend City Council District Town Halls and SDPD CAB Meetings to inform attendees about CRB. Clarify CRB Purpose, Complaint process, and seek Board membership applicants. Recruit Board volunteers to identify opportunities within each city district/division.	Varies	Community Outreach Committee Members or Board members	Partially completed May 2019: volunteers for reach out completed, not all results back.
<b>Community Roundtable #1</b>	Development of the CPP	11/30/2020	Commissioner Anderson	Completed
<b>Community Roundtable #2</b>	Development of the CPP	12/17/2020	Commissioner Anderson	Completed
<b>Community Roundtable #3</b>	Development of the CPP	1/11/2021	Commissioner Anderson	Completed
<b>Community Roundtable #4</b>	Measure B Transition	1/30/2021	Commissioner Anderson	Completed
<b>Community Roundtable #5</b>	Feedback on Transition Process	3/11/2021	Commissioner Anderson	Completed
<b>San Diego Asian Americans for Equality Hate Crime Webinar</b>		3/27/2021	Commissioner Hsieh	Completed
<b>St. Petersburg Community Oversight</b>	Discussion of SD Model of Oversight	4/2021	Commissioner Fitch	Completed
<b>Women's March San Diego</b>	Measure B Transition	1/23/2021	Commissioner Anderson	Completed
<b>Carmel Valley Dems Club</b>	Measure B Transition	3/23/2021	Commissioner Anderson	Completed
<b>Youth Council, Mid-City CAN</b>	Accountability & Transparency	4/7/2021	Commissioner Anderson	Completed
<b>California Innocence Project</b>	Measure B Transition	2/11/2021	Commissioner Anderson	Completed
<b>Tom Homann LGBT Law Association, Earl B. Gilliam Bar Association, La Raza Lawyers Association Roundtable on the Future of Policing</b>	Measure B Transition	5/21/2021	Commissioner Anderson	Completed

Issue to be Explored	Process	Completion Goal
Consider if CRB should host quarterly Community Informational Meetings	Review with Outreach Committee	January 2020 On Hold pending COVID-19

## Commission on Police Practices Work Plan FY2021-FY2022

Utilize press releases, CRB web-site and social media for recruitment, awareness of CRB and process for complaints	Ask for an Outreach Committee member to work with Communications Department	Ongoing
Have CRB members give talks at police line-ups	Draft script. Review and secure buy-in from Department leadership. Set schedule.	FY 2020 On Hold pending COVID-19
Develop a plan for outreach to youth	Recruit volunteer from Board Outreach Committee to develop plan	July 2019; (Completed June 2019)
Develop a comprehensive list of events or activities where CRB is currently and/or should be represented	Community Outreach Committee to meet and develop. Upcoming events are available on the website. Monthly reports of the Outreach Chair will include a list of opportunities available in the upcoming month.	Completed (current); work with Committee to determine if additional opportunities are warranted.
Require that each CRB member attend at least 2 community outreach events per year	Establish a protocol for shirts and materials. Need to record participation via MyVolunteerPage (add a subcategory)	
Purchase CPP banner for use at events		

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## Commission on Police Practices Work Plan FY2021-FY2022

### Recruitment & Training Committee

Issue to be Explored	Process	Completion Goal
Informational Session on CRB		Completed 7/15/2020
Training on Overview of CRB, Case Review Process, Principles of Oversight, Board Decorum & Etiquette, and Expectations	Virtual	Completed
Tour of SDPD Headquarters, Communications and Information on BWC, Meeting with the Chief for New Commissioners	Held at SDPD HQ	On Hold
Training on Case Review, Report Preparation & Internal Affairs Procedures		Completed 12/21/2020
Training on IA Overview & Process, Ride-Alongs, SDPD Policies & Procedures	Virtual	Completed 1/14/2021
Training Presentation by Community Organizations	(Include bus tour)	Ongoing
Training Component #6: Parliamentary Procedures, CRB Bylaws, etc.	Held in CRB Conference Room	Completed for current members
Academy Training on Detentions, Stops, Probable Cause, Laws of Arrest	Virtual	Completed 4/8/2021
Academy Training on Use of Force, Use of BWCs, Laws of Arrest, FATS Simulator	Held at Police Plaza	Completed 4/10/2021
Recruit New Members – including representation from each City Council district	Work with Outreach team and Executive Director to create a more comprehensive recruiting plan, including referrals from City Council offices.	Ongoing
Conduct Interviews with prospective members (revise interview questions), Explore possibility of having community representatives and/or City Council PS&LN consultant as non-voting members of the panel. Add 2 letters of reference to the application.	Ongoing	Ongoing
In addition to SDPD criminal background check, include research by CRB on candidate's roles in their community.		Ongoing
Implementation Process for the CRB Training Academy		May 2019
Develop a system of merit review and evaluation of CPP members		Ongoing
Coordinate with LEAD San Diego training to let participants know about the CRB	Include Boards	Ongoing
Develop talking points to be used in recruiting new members (benefits of being a member, etc.)		Ongoing



## Commission on Police Practices Work Plan FY2021-FY2022

### Continuing Education Committee

Issue to be Explored	Process	Completion Goal
Plan a one-day conference of police oversight agencies in Southern California	Coordinate with NACOLE	FY 2020-21
Plan a one-day training for the CRB similar to training for new IA investigators	(Invite CLERB and National City Review Board)	TBD
Develop training modules to include overview of key SDPD policies & procedures, cultural competency training, and trauma-informed care		Ongoing

Monthly Training Presentations	When	Who
Diversity, Sensitivity, and Bias Training Presented to Law Enforcement Agencies	August 27, 2019	Anti-Defamation League -Matthew Wagner
Training on how to review canine bite cases		
Know Your Rights Community vs. Know Your Rights SDPD	July 23, 2019	Daniel Orth and Lt. Ernesto Servin
SDPD Southeastern Division Juvenile Services Team	June 25, 2019	Sgt. Harold Oliver and his Team
Communications Dispatch Training		
SDPD Mid-City Division Community Relations Officers	May 28, 2019	Danny Medina, Terry Hoskins, Jenny Hall
Training on Case Review and Presentation Procedures	Ongoing	
BWC Training		
Visit Museum of Tolerance	April 2019	Nancy Vaughn
Training on Effective Investigations	April 2019	
SDPD Wellness Unit and Resources	April 23, 2019	Sgt. Edwin Garrette
Presentation on Police Perjury (Cancelled)	March 26, 2019	Chuck Sevilla
Neighborhood Policing Unit	February 26, 2019	Captain Scott Wahl
SDPD WRAP Max Restraint Demonstration and Discussion	January 2019	Captain Alberto Leos & Training Team
SDPD Ride-Along Protocol	November 2018	Detective Andrea Amado
Chief's Response to the CRB Recommendations Regarding Carotid Restraint & De-escalation Policy	October 2018	Chief David Nisleit
SDPD Policy and Procedures Training	September 2018	Taura Gentry (newly designed course for CRB Members Only)
Outside Counsel Refresher on The Brown Act	September 2018	Christina Cameron
Update from Mayor's Office	July 2018	Dr. Joel Day- Dir, Office of Boards & Commissions

## Commission on Police Practices Work Plan FY2021-FY2022

### CRB Handbook Committee (Ad Hoc)

Issue to be Explored	Process	Completion Goal
Reduce the size of the CRB Red Binder	Review table of contents and contents- Decide what can go online, what remains in the binder, updates, etc. Will be ready for the October 30, 2019 CRB Academy Training. Will also be made available on CRB tablets	Completed
Make CRB Training Resources Available Online	Put the contents of the CRB Handbook plus additional digital resources (legal opinions, etc.) available on the CPP's Website	Completion goal moved from June 2020 to November 2020 due to COVID.

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## Commission on Police Practices Work Plan FY2021-FY2022

### Transition Planning Committee (Ad Hoc)

Issue to be Explored	Process	Completion Goal
<b>Interim Standard Operating Procedures, Appointment of Interim ED, &amp; Direct City Attorney to Create the Office of the Commission on Police Practices</b>	CPP Special Meeting to Discuss & Approve Memo for PS&LN Committee	February 2, 2021
	PS&LN Meeting on 2/10/2021 - Presentation	February 10, 2021
	Meet and Confer with POA on Interim Operating Procedures	March 5, 2021
	PS&LN Meeting on 3/10/2021 - Approval City Council Approval	March 10, 2021 April 26, 2021
<b>Propose budget, staff, etc.</b>	Develop preliminary budget needs	January 2020
	Consult with City Finance and HR Departments	March – April 2021
	Finalize budget proposal for FY22	April 26, 2021
	Budget Hearing for FY22	May 11, 2021
	City Council Approves Budget for FY22	June 14, 2021
	Create Positions and Job Descriptions	Ongoing
	Hire Complaints Coordinator and Executive Asst.	May 2021
	Hire Assistant ED/Community Engagement Director	June 2021
	Hire Policy Analyst and Supervising Investigator	September 2021
	Hire Performance Auditor and 1 Investigator	January 2021
	Hire 2 additional Investigators	June 2022
	Hire Mediation Coordinator	January 2023
	Hire General Counsel	June 2022
	Contract for Outside Counsel	May 2021
Budget Proposal for FY23	March 2022	
Budget Hearing for FY23	May 2022	
City Council Approves Budget for FY23	June 2022	
<b>Proposed implementation ordinance and permanent standard operating procedures</b>	Adopt proposed list of elements	February 2020
	Adopt investigations outlines	April 26, 2021
	Recommendations on discipline, performance audits, etc.	May 2021
	Recommendations regarding review of internal investigations	May 2021
	PS&LN Approves Interim Ordinance/ Permanent Standard Operating Procedures	July 2021

## Commission on Police Practices Work Plan FY2021-FY2022

	City Council Schedules Meet and Confer Meet and Confer (City and POA) City Council Adopts Implementation Ordinance (2 Readings) Implementation Ordinance Takes Effect City Council Adopts Permanent SOPs	August 2021 Aug. – Dec. 2021 January 2022  February 2022 January 2022
<b>Adopt Memorandum of Understanding with SDPD</b>	Negotiations with SDPD Leadership Approval by SDPD and Commission	TBD TBD
<b>Permanent Commissioners Appointed</b>	Recruitment Process Selection Process Appointment by City Council	February 2022 March 2022 April 2022
<b>Obtain and equip Commission office</b>	Select location Configure office (offices, cubicles, etc.) Install phone and internet Order furniture, computers and software and office equipment	TBD TBD TBD TBD
<b>Develop Complaint Processing Procedures and Shared Complaint Database</b>	Meetings with IA	TBD
<b>Hire Permanent Executive Director</b>	National Search Selection Process Appointment by City Council	April 2022 May 2022 May 2022
<b>Tasks</b>	<b>When</b>	<b>Completion Goal</b>
Meet with all 9 Council Members	November & December 2020	Completed
Meet with Mayor Elect and Staff	November 2020	Completed
Touring Office Space at 451 A Street	January 21, 2021	Completed
CPP Special Meeting to Discuss & Approve Memo for PS&LN Committee Meeting on 2/10/2021	February 10, 2021	Completed