

COMMISSION ON POLICE PRACTICES

ONLINE MEETING AGENDA

Tuesday, July 27, 2021
Zoom Webinar

A quorum of twelve (12) Commissioners is needed to conduct business. If you cannot attend, please email the Interim 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 (0)
- VI. Discipline Reports (0)
- VII. Case Review Team Reports (6)
- 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/1601380138?pwd=TTZGVnpQRDhjZFJVejhJQ3FOTkdjQT09>
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 JUNE 22, 2021
- V. NON-AGENDA PUBLIC COMMENT: (Fill out and submit comment using [webform](#). Please see instructions at the end of this agenda)
- VI. UNFINISHED BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
 - A. Commission Closed Meetings (August Dates and Times)
 - B. Case Review
 - 1. Feedback on Prioritization of Case Reviews, Workflow, Staffing
 - 2. Status of Discipline Cases
 - 3. Feedback on Remote Case Access (Google Drive)
 - 4. Feedback on New Case Presentation Format
 - 5. Status of Case Summaries
 - 6. IA Office Hours/Schedule (Continuation of Saturday Hours)
 - B. Approval of FY21-FY22 Work Plan (Draft)
- VII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
 - A. Future Planning of CPP Business Meetings in person/virtual
 - B. Approval of Draft Memo of Concern Regarding Officers Failing to Activate Body Worn Cameras
 - C. Approval of allocation of funding for CPP Attendees at Annual NACOLE Conference (August-October)
 - D. Approval of Proposed Amendment to Article V. Section 5 of the CPP Interim Bylaws to delete the minimum vote requirement for motions. Motions will require a simple majority or a simple two-thirds for motions requiring a 2/3 vote
 - E. Discussion & Possible Action Regarding CPP Interim Executive Director Compensation
- VIII. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION)
 - A. Continuing Education Committee (Nancy Vaughn)
 - 1. List of Upcoming Educational Topics
 - Presentation on Blue Team and Documentation Used by SDPD
 - Presentation on Restraining Orders
 - B. Outreach Committee (Patrick Anderson)
 - 1. Past Events/Virtual Meetings/Roundtable Discussions
 - 2. Upcoming Events/Outreach Opportunities

- C. Rules Committee (1st Vice Chair Doug Case)
 - 1. Discussion of Streamlined Team Reports
- D. CPP Handbook Committee (1st Vice Chair Doug Case)
 - 1. Update – On Hold
- E. Policy Committee (Chair Brandon Hilpert)
 - 1. Status on Items being Considered by Committee
 - 2. Schedule Next Policy Committee Meeting
- F. Recruitment & Training Committee (Kevin Herington)
 - 1. Update
- G. Citizens Advisory Board on Police Community Relations (Chair Hilpert)
 - 1. Update – June 19, 2021 Meeting (Cancelled)
- H. Ad Hoc Transition Planning Committee (1st VC Doug Case)
 - 1. Budget Update
 - 2. Staffing & Legal Counsel Update
 - 3. Draft Implementation Ordinance & Standard Operating Procedures Update
 - 4. Office Space Update
- IX. CHAIR’S REPORT (Chair Brandon Hilpert)
 - A. Reminders for Commissioners
 - 1. 1st Quarter (July 1st – September 30th) Volunteer Hours Report –All Commissioners log hours in for reporting purposes
 - 2. Requirement for Commissioner Committee Assignments
 - 3. Submittal of Statement of Interest Form 700 by July 15th
 - B. Update on Quarterly Meeting with SDPD Chief & IA Staff on July 8th
 - C. Collaboration/Information Sharing with Statewide Oversight Groups
 - D. CPP Joint Meeting with Citizens Advisory Board on Police Community Relations (CAB) Regarding CPE Data Study (Tentative August 2021)
 - E. Other Items/Reminders
- X. EXECUTIVE DIRECTOR’S REPORT (Sharmaine Moseley)
 - A. Caseload Update & Status of Case Reports
 - B. Other Items/Reminders
- XI. SAN DIEGO POLICE DEPARTMENT REPORT (EA Chief Chris McGrath)
 - A. Status on CPP Recommendations to SDPD
 - 1. Protest Policy
 - 2. BWC Usage in Secure Facilities
 - 3. Warnings Prior to OC Usage
 - 4. Time Limits in Maximum Restraints
 - 5. Seatbelt Usage during Transportation
 - 6. Observation of Detainees in Sally Port
 - B. Updates (Staffing in IA, Training, etc.)

XII. COMMISSIONER RIDE-ALONG REPORTS

XIII. COMMISSIONER ANNOUNCEMENTS/COMMENTS


XIV. ADJOURNMENT

Materials Provided:

- Minutes from Open Session Meeting on June 22, 2021 (DRAFT)
- CPP Work Plan (DRAFT)
- Proposed Amendment to Article V. Section 5 of CPP Interim Bylaws

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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OPEN SESSION MEETING MINUTES

**Tuesday, June 22, 2021
6 p.m. – 8 p.m.
Via Zoom Webinar**

Click <https://youtu.be/cSaMsHX6MuI> to view this meeting on YouTube.

Commissioners Present:

Brandon Hilpert, Chair
Doug Case, 1st Vice Chair
Michael Chan (left 7:06)
Maxine Clark
Joe Craver
Andrea Dauber-Griffin
Diana Dent
Sheila Holtrop

Steve Hsieh
Christopher Pink
Ernestine Smith
Robin Spruce
Duke Taylor
Nancy Vaughn (Arrive 6:05)
Marty Workman

Commissioners Absent:

Poppy Fitch,
2nd Vice Chair
Chris Pink
Patrick Anderson
Kevin Herington
Ernestine Neely

Staff Present:

Sharmaine Moseley, Interim Executive Director

San Diego Police Department (SDPD) Staff Present:

Dan Sayasane, Lieutenant, Internal Affairs

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- I. **CALL TO ORDER/WELCOME:** Chair Brandon Hilpert called the meeting to order at 6:00 p.m.
 - II. **ANNOUNCEMENT ON PURPOSE OF THE COMMISSION**
Chair Brandon Hilpert explained that the purpose of the Commission on Police Practices (CPP) 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 MEETING MINUTES

A. MINUTES FROM CPP OPEN MEETING ON MAY 25, 2021

The Commissioners reviewed the minutes. Commissioner Joe Craver moved for the Commission to approve its May 25, 2021 Open meeting minutes. Commissioner Andrea Dauber-Griffin seconded the motion.

The motion passed with a vote of 10-0-5.

Yays: Chair Hilpert, 1st Vice Chair Case, Commissioners- Clark, Craver, Dauber-Griffin, Dent, Holtrop, Hsieh, Taylor, and Vaughn

Nays: None

Abstained: Chan, Pink, Smith, Spruce, and Workman

Absent: 2nd Vice Chair Fitch, Anderson, Herington, and Neely

V. NON-AGENDA PUBLIC COMMENT: None

VI. UNFINISHED BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)

A. Commission Closed Meetings (June Dates and Times) -There is still a backlog of cases for the teams to review. The Chair will send out a doodle poll to the Commissioners for the month of July.

B. Case Review

- i. Feedback on Prioritization of Case Reviews, Workflow, Staffing – Prioritizing cases that have sustained findings first.
- ii. Status of Discipline Cases – Reminder for Commissioners to complete evaluations for disciplines.
- iii. Feedback on Remote Case Access (Google Drive) – Commissioners can review cases remotely or in internal affairs.
- iv. Feedback on New Case Presentation Format – Due to the increased backlog in cases, most of the Commissioners liked the new case presentation and write-up of cases.
- v. Status of Case Summaries – There is a plan to have all case summaries for the fiscal year completed by the end of the month or as soon as possible. A completed summary will be approved by the interim Executive Director and the Commission’s Counsel. Chair Hilpert will include the link to a sample case summary.
- vi. IA Office Hours/Schedule – Reminder to email Det. Amado for case review in IA during the weekend. Commissioners can go to IA during the weekend for case review.

- B. Work Plan (Draft) – Updates Needed from Recruitment Committee Chair, Continuing Education Chair, and Policy Committee Chair – Chair Brandon Hilpert will commit to completing the Policy Committee section and work with Committee Chair Herington to update the Recruitment section. He will send out a draft for the Commissioners to provide feedback and will work to approve it the month of July. Interim Executive Director, Sharmaine Moseley reminded the Commissioners that we will use the work plan to draft the tactical plan as it is a requirement for the City Clerk’s Office.

VII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)

- A. Options for CPP Outside Counsel Contract/Hiring Permanent General Counsel (Potential Action Item)

The motion was made by 1st Vice Chair Doug Case to authorize the extension of the contract with Devaney Pate Morris & Cameron (DPMC) with an amount of \$180,000 per year effective July 1, 2021 to allow the Commission to continue its work. Commissioner Joe Craver seconded the motion.

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

Yays: 1st Vice Chair Case, Chan, Clark, Craver, Dauber-Griffin, Dent, Holtrop, Hsieh, Pink, Smith, Spruce, Taylor, and Vaughn, Workman

Nays: None

Abstained: Chair Hilpert

Absent: 2nd Vice Chair Fitch, Anderson, Herington, and Neely

- B. New Requirement to File Statement of Interest Form 700- Due on July 15th
Interim Executive Director Sharmaine Moseley reached out to the Ethics Commission and confirmed there will be trainings to fill out the form. There will be an online training in July but will check to see if Commissioners will be able to attend this training. Commissioners were encouraged to reach out to the City Clerk’s Office if they had any questions.

- C. Approval of Draft Memo of Concern Regarding Officers Failing to Activate Body Worn Cameras

The motion was made by Commissioner Joe Craver to approve the Draft Memo of Concern Regarding Officers Failing to Activate Body Worn Cameras. Commissioner Taylor Duke seconded the motion.

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

Yays: 1st Vice Chair Case, Clark, Craver, Dauber-Griffin, Dent, Holtrop, Hsieh, Pink, Smith, Spruce, Taylor, and Vaughn, Workman

Nays: None

Abstained: Chair Hilpert

Absent: 2nd Vice Chair Fitch, Anderson, Chan, Herington, and Neely

- D. Draft Implementation Ordinance (Action Item)
The Commission will revisit the Draft Implementation Ordinance at its next Open Meeting in July. Requesting for a motion for PS&LN Committee to not make a vote until receiving public and community feedback.

Commissioner Doug Case moved to authorize that Chair Brandon Hilpert write a memo to the PS&LN Committee using his nine points. Commissioner Nancy Vaughn seconded the motions.

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

Yays: 1st Vice Chair Case, Clark, Craver, Dauber-Griffin, Dent, Holtrop, Hsieh, Smith, Spruce, Taylor, and Vaughn, Workman

Nays: None

Abstained: Chair Hilpert

Absent: 2nd Vice Chair Fitch, Anderson, Chan, Herington, Neely, and Pink.

III. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION)

- A. Continuing Education Committee (Nancy Vaughn)
i. List of Upcoming Educational Topics
i. Presentation on Blue Team and Documentation Used by SDPD
ii. Presentation on Restraining Orders
Commissioner Nancy Vaughn requested elaboration from IA on the meaning of “Blue Team” be added to the continuing education topics.
ii. Release of Center for Policing Equity & SDPD Police Data Study
Chair Brandon Hilpert would like to propose a CAB and CPP meeting to go over the CPE data and SDPD report. Interim Executive Director Sharmaine Moseley added that there was a townhall discussion regarding this report and there will be a presentation to the City Council on June 29th.
- B. Outreach Committee (Patrick Anderson)
i. Past Events/Virtual Meetings/Roundtable Discussions
ii. Upcoming Events/Outreach Opportunities
Chair Brandon Hilpert explained that it is of high importance to go over the draft of the Implementation Ordinance and schedule outreach.
- C. Rules Committee (1st Vice Chair Doug Case)
i. Status of Streamlining Case Reports (trial)
1st Vice Chair, Doug Case explained that once consensus is reached on the streamlined reports then the rules committee will meet.
- D. CPP Handbook Committee (1st Vice Chair Doug Case)

i. Update – On Hold

- E. Policy Committee (Chair Brandon Hilpert)
- ii. Status on Items being Considered by Committee
 - iii. Schedule Next Policy Committee Meeting
- Proposed to meet on Thursday, July 1st to discuss the 5 points.
There is also a plan to create a list of policy recommendations (tracking piece with what was recommended for policy change, dates of recommendation, and responses) with the goal to post on the website.
- F. Recruitment & Training Committee (Kevin Herington)
- i. Update
- Chair Brandon Hilpert explained that until the Draft Ordinance is solidified then recruitment and training can be scheduled.
- G. Citizens Advisory Board on Police Community Relations (Chair Hilpert)
- Update – June 21, 2021 Meeting
- Currently working on filling up some vacancies for CAB and working on getting more public interest and outreach. Chair Brandon Hilpert will review and give updates at the next open meeting in July.
- H. Ad Hoc Transition Planning Committee (1st VC Doug Case)
- i. Budget Update – The Mayor has approved and signed the \$1.3 million budget.
 - ii. Staffing Update – The positions of the General Counsel, Supervising Investigator, Investigators, Policy Analyst, and Performance Auditor have been approved to be exempt from Civil Service by the Civil Service Commission. All position will be created by Ordinance and are going to the City Council on consent. Executive Assistant position has been filled by Alina Conde. Next on the list will be to fill vacancy position for Administrative Aide II position. Additionally, the job description for Assistant Executive Director has been created.
 - iii. Draft Implementation Ordinance & Standard Operating Procedures Update – The City Attorney’s office has asked the Committee to draft the Stand Operating Procedures on how investigations are done and how hearings are conducted. Plan to draft both Implementation Ordinance & Standard Operating Procedures as a package.
 - iv. Office Space Update- Space for the Office of the Commission on Police Practices has been found in the City Tourism Office at the Symphony Towers. Plans have been made to view the space next week.

IV. CHAIR’S REPORT (Chair Brandon Hilpert)

- A. Reminder – 4th Quarter (April 1st – June 30th) Volunteer Hours Report
All Commissioners log hours in for reporting purposes
- B. Reminder – Requirement for Commissioner Committee Assignments
Committee Assignments can now start for the new fiscal year.
Quarterly Meeting with SDPD Chief & IA Staff

The meeting will take place the 8th of July and report back at the Commission's next Open Meeting in July.

C. Other Items/Reminders - None

V. EXECUTIVE DIRECTOR'S REPORT (Sharmaine Moseley)

A. Caseload Update & Status of Case Reports

As of today, the teams had 77 active cases (possibly 2-3 more need to be assigned). There were 5 cases on tonight's meeting agenda and 4 were closed out (1 case will be carried over to the next meeting). The Commission now has 73-76 active cases. This fiscal year, the Commission reviewed, deliberated, and closed out 120 Category I cases and audited 36 Category II cases.

B. 2021 NACOLE Conference Update

Registration is now open for this year's conference. The link was sent to the Commission yesterday. The virtual conference will take place from August 16th - October 7th and the in-person meeting will take place from December 12th - 16th. Members can register for both.

C. Other Items/Reminders

VI. SAN DIEGO POLICE DEPARTMENT REPORT (EA Chief Chris McGrath)

Commission Chair Hilpert reported that EA Chief McGrath was at another meeting so he was not able to be at this meeting. He stated that he will send a follow up with the department on recommendations for the protest policy. The department responded and broke it down into (3) pieces. Items they were going to do, areas that require more research and areas that had legal issues. This item will be discussed during the next Policy Committee Meeting.

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.)

VII. COMMISSIONER RIDE-ALONG REPORTS: Chair Hilpert will ask Chief Nisleit if the Commissioners can resume ride-alongs.

VIII. COMMISSIONER ANNOUNCEMENTS/COMMENTS

Commissioner Nancy Vaughn explained that the Chief of Police believes that discipline for not turning on BWC's will go beyond verbal reprimand. It will now be a written warning that will go into their file.

Interim Executive Director Sharmaine Moseley announced that each team will now receive 3-4 new cases per month.

IX. ADJOURNMENT: The meeting adjourned at 7:57pm.

ARTICLE IV. Meetings

Section 5: Voting and Quorum

Only Commission members can vote on issues before the Commission and are counted to determine the presence of a quorum. Commission members (except the Chair) are expected to vote on all issues and must state on the record the reason for any abstention. The Chair is not required to vote; however the Chair may vote whenever his or her vote will affect the result.

No formal action can be taken without a quorum. The requirement for a quorum shall be more than half of the maximum number of members on the Commission. The maximum number of members is 23, so a quorum is 12.

~~The basis for decisions at all Commission meetings is an expected attendance of 18 Commission members. Consequently, regardless of the number of Commission members present, the minimum number of votes required to approve or to disapprove a motion is as follows:~~

~~A. Motion Requires Majority Vote~~

~~The motion is approved if the majority votes affirmative with at least ten votes affirmative. The motion is disapproved if the majority votes negative with at least ten votes negative. If neither is achieved, the pending motion fails to be approved or disapproved and is trailed to the next Commission meeting with a quorum.~~

~~B. Motion Requires Two-thirds Vote~~

~~The motion is approved if the majority votes affirmative with at least 12 votes affirmative and the number of affirmative votes is at least twice the number of negative votes. Otherwise the motion is not approved.~~

~~The minimum number of votes required, as stated above, applies to main motions that would have the Commission take an official position on matters, including but not limited to, case review findings, recommendations to the San Diego Police Department, CPP rules and bylaws, and letters to the Mayor or other public officials. It does not apply to subsidiary, incidental, privileged or procedural motions, or motions that do not express an official position on a matter.~~

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
Quarterly meeting with Chair, Executive Director and Director of Boards & Commissions and as needed <i>This is in addition to the bi-weekly meetings with the Director of Office of Boards & Commissions and the Executive Director.</i>		Ongoing
Quarterly meetings with Chairs of the CPP, Citizens Advisory Board on Police/Community Relations, and Commission on Gang Prevention and Intervention		Ongoing
Annual election of officers	Nominating Committee to be elected at the April 2020 meeting	June 20 Open Meeting
Appointment of CRB members to Commission by City Council	City Council Confirmation	Completed Dec. 2020
Appointment of New 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 New 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
Chair to Meet Individually twice a year with members of the PS&LN Committee		TBD

Commission on Police Practices Work Plan FY2021-FY2022

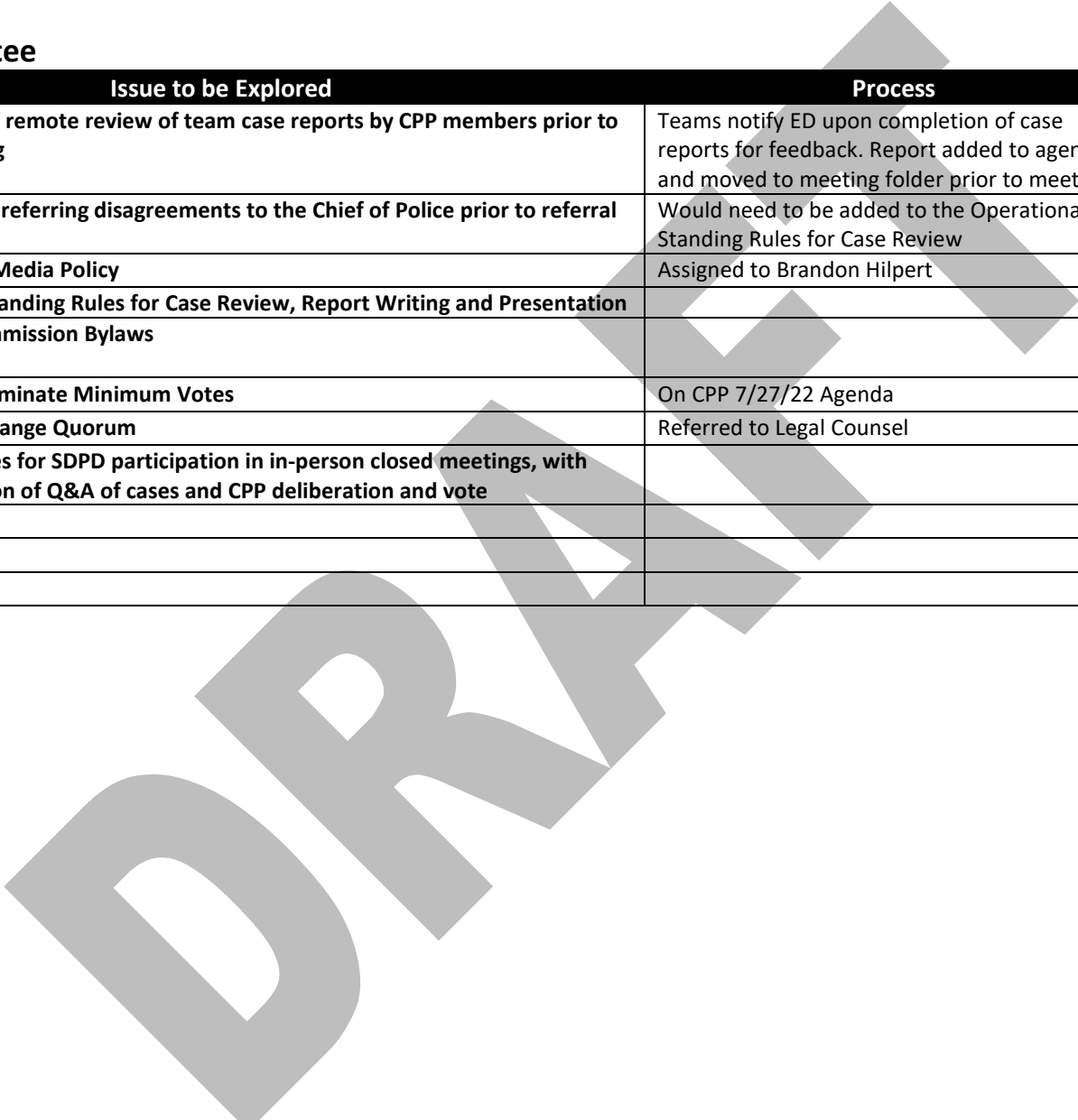
Strategic Planning CPP Retreat	Proposed retreat once large groups can be assembled	TBD
Plan two social events per year (holiday party and another event)	Pending large group prohibitions being eased	TBD
Conduct training for new graduates from the Police Academy	Presentations to New Officers Chair and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

DRAFT

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
Revise Bylaws – Eliminate Minimum Votes	On CPP 7/27/22 Agenda	July 2022
Revise Bylaws – Change Quorum	Referred to Legal Counsel	TBD
Develop procedures for SDPD participation in in-person closed meetings, with regard to separation of Q&A of cases and CPP deliberation and vote		September 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 CPP receive a written reply within 60 days from SDPD regarding all policy recommendations	Hold meeting with SDPD to come up with an understanding on responses to 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	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
	Meet with SDPD regarding their response.	Pending
Use of Force and Juveniles		
Review Complaint (1.10) revisions	Received procedure 1.10, need to review and discuss at committee.	Pending
BWC Training Recommendations	Memo submitted 6/24/21	Complete
	Awaiting SDPD reply	Pending

Commission on Police Practices Work Plan FY2021-FY2022

Department Use of Force Opinion Recommendation	Draft memo completed, forwarding to Commission for review/approval 7/27/21	Pending
Department response to 3/30 and 6/24 memos	Follow up with SDPD on response to previous policy recommendations	Followed up 6/24, 7/24

Community Outreach Committee

What	Intention of Outreach	When	Who	Completion Goal
Community Town Hall and SDPD Captain's Advisory Board Meetings, other SDPD events and community events	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.
Community Roundtable #1	Development of the CPP	11/30/2020	Commissioner Anderson	Completed
Community Roundtable #2	Development of the CPP	12/17/2020	Commissioner Anderson	Completed
Community Roundtable #3	Development of the CPP	1/11/2021	Commissioner Anderson	Completed
Community Roundtable #4	Measure B Transition	1/30/2021	Commissioner Anderson	Completed
Community Roundtable #5	Feedback on Transition Process	3/11/2021	Commissioner Anderson	Completed
San Diego Asian Americans for Equality Hate Crime Webinar		3/27/2021	Commissioner Hsieh	Completed
St. Petersburg Community Oversight	Discussion of SD Model of Oversight	4/2021	Commissioner Fitch	Completed
Women's March San Diego	Measure B Transition	1/23/2021	Commissioner Anderson	Completed
Carmel Valley Dems Club	Measure B Transition	3/23/2021	Commissioner Anderson	Completed
Youth Council, Mid-City CAN	Accountability & Transparency	4/7/2021	Commissioner Anderson	Completed
California Innocence Project	Measure B Transition	2/11/2021	Commissioner Anderson	Completed
Tom Homann LGBT Law Association, Earl B. Gilliam Bar Association, La Raza Lawyers Association Roundtable on the Future of Policing	Measure B Transition	5/21/2021	Commissioner Anderson	Completed

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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
Utilize press releases, CPP 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 CPP 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 CPP 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 Commissioner 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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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 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
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

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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	Ongoing
Plan a one-day training for the CPP 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
Remarks from Mayor Todd Gloria	May 25, 2021	Mayor Todd Gloria
Presentation on Blue Team & Documentation Used by SDPD		
Presentation on Restraining Orders		
Diversity, Sensitivity, and Bias Training Presented to Law Enforcement Agencies		Anti-Defamation League -Matthew Wagner
Training on how to review canine bite cases		
Know Your Rights Community vs. Know Your Rights SDPD		Daniel Orth and Lt. Ernesto Servin
SDPD Southeastern Division Juvenile Services Team		Sgt. Harold Oliver and his Team
Communications Dispatch Training		
SDPD Mid-City Division Community Relations Officers		Danny Medina, Terry Hoskins, Jenny Hall
Training on Case Review and Presentation Procedures	Ongoing	
BWC Training		
Visit Museum of Tolerance		Nancy Vaughn
Training on Effective Investigations		
SDPD Wellness Unit and Resources		Sgt. Edwin Garrette
Presentation on Police Perjury		Chuck Sevilla
Neighborhood Policing Unit		Captain Scott Wahl
SDPD WRAP Max Restraint Demonstration and Discussion		Captain Alberto Leos & Training Team
SDPD Ride-Along Protocol		Detective Andrea Amado
SDPD Policy and Procedures Training		CPP Chair
Refresher on The Brown Act	Better Impact Mgt System	Video

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Handbook Committee (Ad Hoc)

Issue to be Explored	Process	Completion Goal
Reduce the size of the 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 CPP 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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Transition Planning Committee (Ad Hoc)

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

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	PS&LN Approves Interim Ordinance/ Permanent Standard Operating Procedures 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 (after Meet and Confer Process)	December 2021 January 2022 Feb. – April 2022 May 2022 June 2022 June 2022
Adopt Memorandum of Understanding with SDPD	Negotiations with SDPD Leadership Approval by SDPD and Commission	TBD TBD
Permanent Commissioners Appointed	Recruitment Process Selection Process Appointment by City Council	May 2022 June 2022 July 2022
Obtain and equip Commission office	Select location Configure office (offices, cubicles, etc.) Install phone and internet Order furniture, computers and software and office equipment	August 2021 September 2021 September 2021 September 2021
Develop Complaint Processing Procedures and Shared Complaint Database	Meetings with IA	TBD
Hire Permanent Executive Director	National Search Selection Process Appointment by City Council	April 2022 July 2022 August 2022
Tasks	When	Completion Goal
Meet with all 9 Council Members	November & December 2020	Completed
Meet with Mayor Elect and Staff	November 2020	Completed
Meet with PS&LN Members	July 2021	Completed
Touring Office Space at 451 A Street	January 21, 2021	Completed
Touring Office Space at 750 B Street	June 28, 2021	Completed
CPP Special Meeting to Discuss & Approve Memo for PS&LN Committee Meeting on 2/10/2021	February 10, 2021	Completed