

COMMUNITY REVIEW BOARD ON POLICE PRACTICES

ONLINE MEETING AGENDA

Tuesday, July 28, 2020

MS Teams

A quorum of twelve (12) board members is needed to conduct business. If you cannot attend, please call the CRB Complaint Coordinator at (619) 236-6296.

**CLOSED SESSION MEETING 4:00 p.m. – 5:30 p.m.
Board Members 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 (2)
- 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 6:00 p.m. – 7:45 p.m.
Open to the Public**

This meeting will be available live and online on YouTube. Click [here](#) to view this meeting at its scheduled time.

- I. CALL TO ORDER/WELCOME (Chair Brandon Hilpert)
- II. PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES (CRB)
- III. ROLL CALL (Chair Brandon Hilpert)
- IV. APPROVAL OF MINUTES: CRB Open Meeting Minutes of June 30, 2020
- 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) (Chair Brandon Hilpert)

- A. Status of CRB Closed Meetings
 - B. CRB Case Review in Internal Affairs
 - i. IA Hours & Procedures
 - ii. Remote Case Access
- VII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
- A. Amend CRB Bylaws Article IV (Officers), Section 2.B (Succession) and Section 2.A (Election)

ACTION ITEM: Motion for the Board to amend CRB Bylaws Article IV (Officers), Section 2.B (Succession) and Section 2.A (Election) to replace “by show of hands” in those sections with “roll call vote.”
 - B. Amendment to the Administrative Standing Rule on Redacted Case Summaries

ACTION ITEM: Motion for the Board to adopt the implementation language to amend its Administrative Standing Rule on Redacted Case Summaries to require CRB Teams to write redacted case summaries for officer-involved shooting, in-custody death, and Category II cases.
 - C. Amendment to the Redacted Case Summary Elements

ACTION ITEM: Motion for the Board to adopt the revisions to the Redacted Case Summary Elements to require CRB Teams to avoid using gender neutral terms in its redacted case summaries
 - D. Consideration of a CRB Position on the Proposed Charter Amendment to Establish an independent Commission on Police Practices

ACTION ITEM: Motion for the Board to consider taking a position on the proposed charter amendment to establish an independent Commission on Police Practices
 - E. Creation of an Ad Hoc Committee for Transitioning to the Independent Commission on Police Practices to plan for the possibility that the proposed charter amendment measure is enacted

ACTION ITEM: Motion for the Board to create an Ad Hoc Committee for Transitioning to the Independent Commission on Police Practices
- VIII. COMMITTEE REPORTS (DISCUSSION/ACTION)
- A. Continuing Education Committee (Nancy Vaughn) **2 mins**
 - i. List of Upcoming Educational Topics
 - B. Outreach Committee (Brandon Hilpert) **1 min**
 - i. Summary of Past Events
 - ii. Upcoming Events/Outreach Opportunities

- C. Rules Committee (Doug Case) **2 mins**
 - i. Status on Items being Considered Committee
 - ii. Next Rules Committee Meeting
- D. CRB Handbook Committee (Doug Case)
 - i. Distribution of Remaining Resource Handbooks
 - ii. Next Steps
- E. Policy Committee (Brandon Hilpert) **3 mins**
 - i. Status on Items being Considered Committee
 - ii. Next Policy Committee Meeting
- F. Recruitment & Training Committee (Kevin Herington) **2 mins**
 - i. Update on New Member Appointment -Next Step is Council Confirmation of 2 Members and Assignment to CRB Teams
 - ii. Update on Informational Session and Candidate Interviews
 - iii. Next steps
- G. Citizens Advisory Board on Police Community Relations (Brandon Hilpert)
 - Update
- IX. CHAIR'S REPORT (Chair Brandon Hilpert) **1 min**
 - A. Reminders-1st Quarter (July 1st - September 30) Volunteer Hours Report - All members please make sure that you log your hours in for reporting purposes
 - B. Other Items/Reminders
- X. EXECUTIVE DIRECTOR'S REPORT (Sharmaine Moseley) **5 mins**
 - A. Caseload Update & Status of Case Reports
 - B. Board Member Vacancies/Resignations
 - C. Other Items/Reminders - Registration for 2020 NACOLE Conference
- XI. SAN DIEGO POLICE DEPARTMENT REPORT (EA Chief Al Guaderrama) **3 mins**
 - A. Updates
- XII. BOARD MEMBER RIDE-ALONG REPORTS **(2 mins each)**
- XIII. BOARD MEMBER ANNOUNCEMENTS/COMMENTS
- XIV. ADJOURNMENT

Materials Provided:

- Minutes from CRB Open Session Meeting on June 30, 2020 DRAFT
- Proposed Rule Change to CRB Bylaws Article IV, Sections 2.A & 2.B
- Administrative Standing Rule on Redacted Case Summaries (Revised Draft)
- Redacted Case Summary Elements (Revised Draft)

Comment on Agenda Items must be submitted using [webform](#), checking the appropriate comment type box, and indicating the agenda item number they wish to submit their comment for. Instructions for word limitations and

deadlines are noted on the [webform](#). On the [webform](#), members of the public should select Community Review Board on Police Practices (even if the public comment is for a Community Review Board on Police Practices Committee meeting). Only comments submitted no later than 4:00 p.m. the day prior to the meeting using the public comment form will be eligible to be read into the record. If you submit more than one form per item, only one will be read into the record for that item. **Comments received after 4:00 p.m. the day prior and before 8:00 a.m. the day of the meeting** will be provided to the Board and posted online with the meeting materials. All comments are limited to 200 words. Comments received after 8:00 a.m. the day of the meeting but before the item is called will be submitted into the written record for the relevant item.

Non-Agenda Public Comment must be submitted using [webform](#) and checking the appropriate comment type box in order to be eligible to be read into the record. The City staff will read the first 30 comments received by 4:00 p.m. the day before the meeting. However, if there are less than 30 comments submitted by 4:00 p.m. the day before the hearing, the City will read comments submitted by 8:00 a.m. on the day of the meeting up to a total of 30 comments. The maximum number of comments to be read into the record on a single issue will be 16. Comments submitted by 8:00 a.m. the day of the meeting will be provided to the Board or Commission, made a part of the record, and posted with the meeting materials. All comments are limited to 200 words. Comments received after 8:00 a.m. the day of the meeting but before Non-agenda comment is called will be submitted into the written record for the meeting.

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

MINUTES

**Tuesday, June 30, 2020
6 p.m. – 7:30 p.m.
MS Teams Online Meeting**

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

Members Present:

Joe Craver, Chair
Brandon Hilpert, 1st Vice Chair
Doug Case, 2nd Vice Chair
Patrick Anderson
Maxine Clark
Gregory Daunoras
Diana Dent
Kevin Herington (6:13pm arrival)

Sheila Holtrop
Steve Hsieh
Mary O'Tousa
Ernestine Smith
Pauline Theodore
Nancy Vaughn
Marty Workman

Members Absent:

Poppy Fitch

Community Review Board on Police Practices (CRB) Staff Present:

Sharmaine Moseley, Executive Director

San Diego Police Department (SDPD) Staff Present:

Keith Lucas, Assistant Chief
Mike Holden, Captain
Corissa Pich, Lieutenant
Andrea Amado, Detective

-
- I. **CALL TO ORDER/WELCOME:** Chair Joe Craver called the meeting to order at 6:00 p.m.
 - II. **PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES:** Chair Joe Craver explained the purpose and responsibilities of the Community Review Board on Police Practices (CRB) to the public.
 - III. **ROLL CALL:** Executive Director Sharmaine Moseley performed the roll call.
 - IV. **APPROVAL OF MINUTES:** CRB Open Meeting Minutes of May 26, 2020

The Board reviewed the minutes. Board member Nancy Vaughn moved for the Board to approve its May 26, 2020 meeting minutes. Board member Mary O'Tousa seconded the motion.

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

Yays: 1st Vice Chair Hilpert, 2nd Vice Chair Case; Members- Anderson, Clark, Daunoras, Dent, Holtrop, Hsieh, O'Tousa, Smith, Theodore, Workman, and Vaughn

Nays: None

Abstain: Chair Craver

Members Absent: Fitch and Herington

- V. **NON-AGENDA PUBLIC COMMENT:** Executive Director Sharmaine Moseley read non-agenda public comments received from: Kenneth Jaquish, Richison Richison, Brett Wilkes, Alison Manch, Garrett Rice, Jeff Bonine, Cameron M, Joy Fuliga, Chloe, Kaylianne Chaffee, Kiana, Courtney Suhr, Marisol Bernal, Alexandra Heath, Katherine Hentrich, Donna, Travis Blumer, Amber Johnson, Lydia Fernandez, Lauren Gibbons, Tatiana, Clara Valenzuela, Kristin Schulmeister, Briana Bartmas, Thatcher Unsworth, and Brenna Judkins.

Full details of all non-agenda public comments (including the comments from the above listed individuals) submitted by the deadline are posted to the CRB's website.

- VI. **EDUCATIONAL TOPIC: "Overview of San Diego Police Department's Revisions to Use of Force Policy 1.04 on De-escalation, Duty to Intervene, & Other Updates"** (20 mins)

Presenters: SDPD Assistant Chief Keith Lucas, Internal Affairs Captain Mike Holden, and Training Division Captain Wes Morris

Assistant Chief Keith Lucas thanked the Board for providing input to the new SDPD procedures on de-escalation and duty-to-intervene. He reported that the new SDPD policies 1.55 De-escalation & 1.56 Duty to Intervene are available on the SDPD website. Captain Wes Morris added that the procedures can be found on website is www.sandiego.gov/police. He explained that the policies were broadened to explain what the department is looking for from its officers. They included the term "shall" in the policy. Force may still be necessary but at a lower level. Captain Morris explained how the duty to intervene policy would work when an officer sees misconduct. The carotid restraint was also removed from SDPD procedures. The Use of Force procedures is still being revised.

Executive Director Moseley read the public comment submitted by Susanne Janice Scherman. The comment will be posted to the CRB's website.

VII. UNFINISHED BUSINESS (DISCUSSION) (Chair Joe Craver)

- A. Status of CRB Closed Meetings – CRB need to resume its Closed Meetings. There was a suggestion to meet in a large room, but the Board can't do that due to the COVID order. The Board would like to hold its Closed Meetings via the Teams platform.
- B. CRB Case Review in Internal Affairs
 - i. IA Hours & Procedures – Call for reservation and procedures are followed for safety purposes. IA extended hours for CRB review during the weekends and weekdays.
 - ii. Remote Case Access – Cases are stacking up. The Board can't meet in person due to the COVID order. IA will be meeting with Riverside's independent auditor to see how they access cases. They use a system called Laserphish.

VIII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Joe Craver)

- A. San Diegans for Justice Ballot Proposal for an Independent Commission on Police Practices
Executive Director Moseley read public comment submitted by Kate Yavenditti. Comment will be posted to the CRB website
 - i. Update – Last week the City Council ended the meet and confer requirement and approved a resolution of intent for Council to place the proposed ballot on the November ballot. The proposed amendment will return to Council on July 7 for the actual vote to place the measure on the November Ballot. This proposal has tremendous support from community groups and the Mayor.
 - ii. Next Steps – The CRB will hold a Special Meeting for a presentation by a speaker to educate the Board on the ballot proposal.

2nd Vice Chair Doug Case moved for the Board to hold a Special Meeting in July prior to its July Open Meeting and dedicate a half hour for Andrea St. Julian to present the proposal to the Board and allow an hour of the meeting for public comment. The Board will consider endorsing the ballot proposal at its July Open Meeting.

1st Vice Chair Brandon Hilpert seconded the motion.

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

Yays: 1st Vice Chair Hilpert, 2nd Vice Chair Case; Members- Anderson, Clark, Daunoras, Dent, Herington, Holtrop, Hsieh, O'Tousa, Theodore, Workman, and Vaughn

Nays: Smith

Abstain: Chair Craver

Members Absent: Fitch

IX. COMMITTEE REPORTS (DISCUSSION/ACTION)

- A. Continuing Education Committee (Nancy Vaughn) **2 mins**
- i. List of Upcoming Educational Topics – Committee Chair Nancy Vaughn reported that she is working on getting a presentation from IA on the Sergeants and Lieutenant’s training at the state level for the Board.
- B. Outreach Committee (Brandon Hilpert) **1 min**
- i. Summary of Past Events – Will reach out to various groups for recruitment purposes. He presented to a neighborhood group in North Park. There has been an increase in community interest in becoming a member of the CRB.
 - ii. Upcoming Events/Outreach Opportunities – N/A
- C. Rules Committee (Doug Case) **2 mins**
- i. Status on Items being Considered Committee -The Committee met the 1st week of June and agreed to require redacted case summaries for officer involved shooting cases, in-custody death cases, and Category II audits. The Committee also agreed to use gender neutral terms for individuals in the summaries. The procedure and template was given to the Board in preparation for its July Open Meeting.
 - ii. Next Rules Committee Meeting – July 7th at 9:30 a.m.
- D. CRB Handbook Committee (Doug Case)
- i. Distribution of Remaining Resource Handbooks – Some Board members did not receive a handbook. Executive Director Moseley will check the office to see if the handbooks were delivered.
 - ii. Next Steps – The Committee plans to add some items that were in the Red Binder to the CRB’s website.
- E. Policy Committee (Brandon Hilpert) **3 mins**
- i. Status on Items being Considered Committee – The last Policy Meeting focused on discussion of a policy recommendation for use of force for protests. Met with SDPD regarding their Mobile Force Guide and the SWAT Team to learn about when they use rubber bullets, etc. The Oakland policy is solid and robust. They looked at Madison Wisconsin as well. SDPD is willing to create a stand-alone policy.
 - ii. Next Policy Committee Meeting – Tuesday, July 14th from 4-5pm.
- F. Recruitment & Training Committee (Kevin Herington) **2 mins**
- i. Update on New Member Appointment -Next Step is Council Confirmation of 2 Members and Assignment to CRB Teams
 - ii. Schedule Recruitment Committee Meeting Re: Applications Received and next steps- The Committee is collecting resumes and applications.

- G. Citizens Advisory Board on Police Community Relations (Chair Joe Craver)
- Update – CRB Cabinet & CAB leadership attended two meetings with the Mayor. At CAB’s last meeting, CAB agreed to meet with SDPD to work through the 30 recommendations they submitted last year.
- H. Nominations Committee (Sheila Holtrop)
- i. Process on Nominations of Candidates for CRB Officer Positions for FY2021 (July 1, 2020–June 30, 2021) – Nominating Committee Chair Sheila Holtrop reported that members of the Committee included herself and members Patrick Anderson and Poppy Fitch. The Committee received feedback from the Board regarding the positions.
 - ii. Overview of CRB Officer Job Responsibilities – Nominating Committee Chair Holtrop provided an overview of the CRB officer job responsibilities for the Chair, 1st Vice Chair, and 2nd Vice Chair of the CRB.
 - iii. Presentation of Nominees for Fiscal Year 2021 CRB Officers
- Candidates for CRB Chair – Doug Case and Brandon Hilpert
Candidate for CRB 1st Vice Chair – Doug Case
Candidate for CRB 2nd Vice Chair – Poppy Fitch

- X. ELECTION OF CRB OFFICERS FOR FY 2021 (July 1, 2020–June 30, 2021)
Nominations Committee Chair Sheila Holtrop asked the candidates to present his/her statements. Board member Patrick Anderson read Poppy Fitch’s statement in her absence.

Chair: The nominees were Brandon Hilpert and Doug Case.

Nominees Brandon Hilpert and Doug Case informed the Board of their qualifications for the Chair position. There were no nominees from the floor.
Brandon Hilpert received 11 votes. Doug Case received 4 votes.

“Yes” Votes for Brandon Hilpert: Craver, Daunoras, Dent, Herington, Hilpert, Holtrop, Hsieh, O’Tousa, Smith, Theodore, Workman

“Yes” Votes for Doug Case: Anderson, Case, Clark, Vaughn

Brandon Hilpert was elected as the Chair for the Community Review Board on Police Practices for FY 2021.

1st Vice Chair: The nominee was Doug Case. Doug Case informed the Board that he wanted to continue to serve in a leadership capacity.

There were no nominees from the floor.
Doug Case received a unanimous vote of 15-0-0.

“Yes” Votes for Doug Case: Anderson, Case, Clark, Craver, Daunoras, Dent, Herington, Holtrop, Hsieh, O’Tousa, Smith, Clark, Theodore, Vaughn, Workman

Doug Case was elected as the 1st Vice Chair for the Community Review Board on Police Practices for FY 2021.

2nd Vice Chair: The nominee for 2nd Vice Chair was Poppy Fitch. Member Patrick Anderson addressed the Board on behalf of member Poppy Fitch. Member Greg Daunoras nominated Mary O’Tousa and Diana Dent. Both members declined the nomination.

Poppy Fitch received a unanimous vote of 15-0-0.

“Yes” Votes for Doug Case: Anderson, Case, Clark, Craver, Daunoras, Dent, Herington, Holtrop, Hsieh, O’Tousa, Smith, Clark, Theodore, Vaughn, Workman

Poppy Fitch was elected as the 2nd Vice Chair for the Community Review Board on Police Practices for FY 2021.

- XI. CHAIR’S REPORT (Chair Joe Craver) **1 min**
- A. Reminders-4th Quarter (April 1-June 30) Volunteer Hours Report (**Due Date July 1, 2020**) -All members please make sure that hours are logged in for reporting purposes.
 - B. Board Decorum – CRB members are volunteer city employees so they represent the City. Board decorum is important for the CRB’s credibility as a Board. The Board has procedures in place to ensure that everyone is respectful to each other and feel comfortable performing its duties. This extends to the Board’s MS Teams meetings and the use of the chat function.
 - C. Other Items/Reminders – No report given.
- XII. EXECUTIVE DIRECTOR’S REPORT (Sharmaine Moseley) **5 mins**
- A. Caseload Update & Status of Case Reports
As of today, 59 cases have been assigned to the Teams. Out of the 59 cases, 20 were completed, 6 of which need revisions. The CRB teams are down to 39 active cases.

The Team summaries are as follows:

Team 1- 7 cases (1 completed and ready for the Board, 1 was assigned prior to COVID, 6 active cases left for review- 5 of the 6 cases which were assigned during COVID and 1 is a Cat II)

Team 2 - 9 cases (4 completed and ready for the Board; 1 of which was assigned during COVID, 1 completed but on hold for revisions, 4 active cases are left for review-all of which were assigned during COVID)

Team 3 – 9 cases (3 completed and ready for the Board; out of the 6 active cases left for review, 1 Cat II was received prior to COVID, 1 Cat II was received during COVID and 4 regular cases received during COVID)

Team 4 – 9 cases (1 completed and ready for the Board, 2 were completed but on hold for revisions, out of the 6 active cases left for review; 1 was received prior to COVID and 5 were received during COVID- 1 of which is a Cat II)

Team 5 – 10 cases (4 were assigned prior to COVID, and 6 were received during COVID, and no completed cases as of today)

Team 6 – 8 cases (3 completed and ready for the Board, 1 of which was received during COVID; Out of the 5 active cases left for review, 1 was received prior to COVID and 4 were received during COVID)

Team 7 – 7 cases (2 completed and ready for the Board, 3 were completed but on hold for revisions, the 2 active cases that are left for review were received during COVID)

- B. Board Member Vacancies/Resignations – It was reported that since the Board’s last Open Meeting, there were 2 resignations. Board member Bonnie Kenk resigned and is now volunteering with CLERB and member Alex Hu resigned for personal reasons.

Currently, the Board is down to 16 members and 7 vacancies. The Board has 2 members who were appointed by the Mayor several months ago. They have been trained by the CRB’s Recruitment Committee and leadership but are still waiting on confirmation by the City Council.

- C. Other Items/Reminders – The registration for the virtual 2020 NACOLE Conference is now open. The cost is \$275 for 30 plus sessions. Members have to cover the cost of their registration.

XIII. SAN DIEGO POLICE DEPARTMENT REPORT (Captain Mike Holden) **5 mins**

- Updates – Lt. Charles Lara transferred to Northwestern Division. Lt. Corrissa Pich will be working in IA. Met with Team 1 and will work on the Teams’ concerns.

XIV. BOARD MEMBER RIDE-ALONG REPORTS – N/A

XV. BOARD MEMBER ANNOUNCEMENTS/COMMENTS – None

XVI. ADJOURNMENT: The meeting adjourned at 8 p.m.

Rules Committee Evaluation of Proposed Rule Change

<p>Proposed Change Description</p>	<p>Bylaws in Article IV (Officers), Section 2 (Election and Succession):</p> <p>Change the method of voting for officers from “show of hands” to “roll call vote”; deletion is shown with strickthrough and addition is shown with <u>underline</u>.</p>
<p>Advocate Name</p>	<p>Nancy Vaughn</p>
<p>Affected Document(s)</p>	<p><input checked="" type="checkbox"/> Bylaws <input type="checkbox"/> Parliamentary Rule of Order <input type="checkbox"/> Operational Standing Rule <input type="checkbox"/> Administrative Standing Rule</p>
<p>Change to Current Language</p>	<p>A. Election</p> <p>... Officers will be elected individually in order of precedence, starting with the Chair. Voting shall be by show of hands , <u>by roll call vote</u>.</p> <p style="text-align: center;">....</p> <p>B. Succession</p> <p>... Such elections will take nominations from the floor and elect officers individually in order of precedence by show of hands , <u>by roll call vote</u>. Notice of such elections shall be given one month ahead of the election date.</p>
<p>Rules Committee Evaluation</p>	<p>The Ralph M. Brown Act requires minutes of a CRB meeting to record of any vote taken identifying the vote cast (for, against, abstain) by each Board member. The phrase “show of hands” suggests a count of for/against/abstain which does not satisfy the Brown Act requirement. Following the precedent set for CRB voting on other business, using a roll call vote, the changes shown above facilitate a record that complies with the Brown Act.</p> <p>Rules Committee recommends approval of the changes as shown above.</p> <p>Note: alternative language would essentially delete “by show of hands”, leaving the method of voting unspecified.</p>

Administrative Standing Rule on Redacted Case Summaries

1. Redacted case summaries shall be prepared for all Category 1, Category 2, In-Custody Death, and Officer-Involved Shooting cases considered by the Board.
2. After the Board has taken final action on a team's report, the team shall draft a redacted case summary for the case. Refer to the attached Redacted Case Summary Elements. Every effort should be made to complete this within two weeks of the Board's vote.
3. The team will submit the draft to the Executive Director. The Executive Director and Chair will review the draft for accuracy, clarity, brevity and compliance with the Redacted Case Summary Elements and applicable legal restrictions. The Executive Director, in consultation with the Chair may make edits as necessary.
4. After the Executive Director and Chair review the report, it will be distributed to the Internal Affairs Captain and Outside Counsel to give them to opportunity to review the report.
5. A compilation of redacted case studies will be submitted to the City Council's Public Safety and Livable Neighborhoods Committee as an appendix to each semi-annual report from the CRB.
6. The semi-annual compilation of case summaries will be posted on the CRB website.

COMMUNITY REVIEW BOARD
REDACTED CASE SUMMARY ELEMENTS

RULE #1: NO NAMES

Use Officer A, Officer B, the Complainant, etc.; use Driver, Passenger A, Passenger B, etc. Avoid using gender-specific terms (such as Mr. A, Ms. B, wife, son, etc.).

HEADER

Case number (YYYY-XXXX)

Type of case (Category 1 Category 2, In-Custody Death, Officer Involved Shooting)

Disclaimer (from CLERB):

In accordance with CA PC 832.7, this notification shall not be conclusive or binding or admissible as evidence in any separate or subsequent action or proceeding brought before an arbitrator, court or judge in California or the United States.

INCIDENT DESCRIPTION

Date (Quarter, Year)

Time of day (during daylight; after dark)

Number of officers, officers' SDPD division(s)

Chronology of events

Outcome (release with citation/promise to appear; arrest; 5150 hold; transfer to medical facility)

ALLEGATION(S) IN CATEGORY 1 CASES

Complainant statement (brief) for each allegation

Other findings as determined by Internal Affairs

IA finding on each allegation with the rationale (if the finding was changed as a result of consultation with the team, include only the revised finding)

OFFICER-INVOLVED SHOOTINGS AND IN-CUSTODY DEATH CASES

IA finding on whether the actions of the officers was within policy, with the rationale for the determination

CATEGORY 2 AUDITS

Indicate whether the audit team determined that the case was properly categorized as Category 2, was investigated thoroughly, accurately reflected the concerns of the complainant, was fully documented and contained appropriate findings based on the evidence. For sustained findings indicate the discipline imposed and whether it is within the Discipline Matrix and appears to be appropriate for the offense.

CRB TEAM REVIEW

Number of hours spent in IA from Green Sheets

List of items reviewed

Any changes made by IA during the CRB review process

FINAL CRB DISPOSITION

Date(s) when case was considered by the board (or number of Closed Meetings)

For Category 1 cases, state board finding on each allegation, along with comments. (Comments are required for any allegations where there is a disagreement with IA to explain the Board's rationale.)

For In-Custody Death and Officer-Involved Shooting cases, state whether the board determined that the actions of the officers were within policy

For Category 2 audits, indicate if any board action was taken (such as authorizing a full review of the case).

Result of actual Board vote: X to Y (per allegation if question is divided)

If a motion to forward for review to the Mayor's office or other law enforcement oversight agency was made, the result of vote (X to Y). If a motion to refer to the Mayor is passed, the summary should be amended to include the outcome of the Mayor's review when completed.