

**OPEN SESSION MEETING MINUTES**

**Tuesday, September 22, 2020**

**6 p.m. – 8 p.m.**

**MS Teams Online**

Click [https://www.youtube.com/watch?v=FM\\_oPnIXW6k&t=315s](https://www.youtube.com/watch?v=FM_oPnIXW6k&t=315s) to view this meeting on YouTube.

**Members Present:**

Brandon Hilpert, Chair  
Doug Case, 1<sup>st</sup> Vice Chair  
Poppy Fitch, 2<sup>nd</sup> Vice Chair  
Patrick Anderson  
Maxine Clark  
Joe Craver  
Gregory Daunoras  
Diana Dent

Sheila Holtrop  
Steve Hsieh  
Mary O'Tousa  
Ernestine Smith (arrival 6:07pm)  
Pauline Theodore  
Nancy Vaughn  
Marty Workman

**Members Absent:**

Kevin Herington

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

Sharmaine Moseley, Executive Director

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

Al Guaderrama, Executive Assistant Chief  
Mike Holden, Internal Affairs Captain  
Corissa Pich, Internal Affairs Lieutenant  
Andrea Amado, Internal Affairs Detective

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- I. **CALL TO ORDER/WELCOME:** Chair Brandon Hilpert called the meeting to order at 6:00 p.m.
  - II. **PURPOSE OF THE COMMUNITY REVIEW BOARD ON POLICE PRACTICES:** Chair Brandon Hilpert explained the purpose and responsibilities of the Community Review Board on Police Practices (CRB) to the public.
  - III. **ROLL CALL:** Executive Director Sharmaine Moseley conducted the roll call.
  - IV. **APPROVAL OF MINUTES:**
    - A. **CRB Open Meeting Minutes of August 25, 2020**

**The Board reviewed the minutes. Board member Joe Craver moved for the Board to approve its August 25, 2020 Open Meeting minutes. Board member Nancy Vaughn seconded the motion.**

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

**Yays:1<sup>st</sup> Vice Chair Hilpert, 2<sup>nd</sup> Vice Chair Fitch, Members- Anderson, Clark, Craver, Daunoras, Dent, Holtrop, Hsieh, O'Tousa, Theodore, Workman, and Vaughn**

**Nays: None**

**Abstain: Chair Hilpert**

**Members Absent: Kevin Herington and Ernestine Smith**

- V. NON-AGENDA PUBLIC COMMENT: None
- VI. UNFINISHED BUSINESS (DISCUSSION) (Chair Brandon Hilpert)
- A. CRB Closed Meetings (October Dates and Times)- The Board will be sent a poll to check on dates (every Tuesday) for its October Meetings.
- B. CRB Case Review in Internal Affairs
- i. Feedback on Prioritization of Case Reviews, Work Flow, Staffing Teams were asked to prioritize cases with sustained cases first.
- ii. Redacted Case Reports -Each Team will have their own USB drive. The drive will have a folder with IA report, CRB Report, Vote Count, Redacted case summary
- iii. Remote Case Access -CRB still working on this item. The Chair and Executive Director had a demo of a product from a company called Laserfish. The product will solve most of the CRB's needs to work remotely.
- C. Update on CRB Memo Re: Seditious Language – SDPD sent out a memo to all officers that this will no longer be enforced. PS&LN also had a meeting to consider removing this from the Municipal Code.
- VII. NEW BUSINESS (DISCUSSION/ACTION) (Chair Brandon Hilpert)
- A. CRB Fiscal Year 2020 (July 1, 2019 – June 30, 2020) Work Plan
- i. Finalize & Close Out Fiscal Year 2020 Work Plan
- On page 1, item 15, add 2019 for NACOLE conference in Detroit
  - On page 1, item 16, add 2020 for NACOLE Virtual Conference
  - On page 5, item 4, delete “July 2019” and move up “Completed June 2019”)
  - On page 7, add presentations from August 2019 – June 2020 for training presentations
- ACTION ITEM: Joe Craver moved for the Board to approve its final Fiscal Year work plan with amendments. Board member Mary O'Tousa seconded the motion.**

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

**Yays: 1<sup>st</sup> Vice Chair Hilpert, Members- Anderson, Clark, Craver, Daunoras, Dent, Holtrop, Hsieh, O'Tousa, Smith, Theodore, Workman, and Vaughn**

**Nays: None**

**Abstain: Chair Hilpert**

**Members Absent: Kevin Herington**

- B. CRB Fiscal Year 2021 (July 1, 2020 – June 30, 2021) Work Plan
- i. Input for Draft Fiscal Year 2021 Work Plan
- On page 4, item 6, keep item. This item will be assigned to a member of the Policy Committee
  - On page 4, delete items 2 and 8
  - On page 5, for item 4, revise the issues explored to “Committee to develop a plan” and remove previous completion dates.
  - On page 5, item 5, remove “Completed (current)”
  - On page 5, item 8, add completion goal to “after November election
  - On page 7, add Pretext Stops Presentation
  - On page 3, leave items that are ongoing, postponed, and in process and delete all completed items
  - Add Ad Hoc Committee to the work plan

Chair Hilpert and Executive Director Moseley will edit the new draft for Fiscal Year 2021 and bring it back to the Board at its next Open Meeting.

VIII. COMMITTEE CHAIR REPORTS (DISCUSSION/ACTION)

- A. Continuing Education Committee (Nancy Vaughn)
- i. List of Upcoming Educational Topics – Still trying to get Tia Quick or someone from the community to come and talk to the Board about pre-text stops.
- B. Outreach Committee (Patrick Anderson)
- i. Summary of Past Events – No report given for this item
- ii. Upcoming Events/Outreach Opportunities – The Outreach Committee is scheduled to meet on October 2<sup>nd</sup> at 2pm on Zoom.
- C. Rules Committee (Doug Case)
- i. Update – The Rules Committee will not meet until after the elections.
- D. CRB Handbook Committee (Doug Case)
- i. Update – The Committee is working on putting the current resource handbook online. The IT department is looking at how to organize the PDFs. Will schedule another meeting soon.

- E. Policy Committee (Joe Craver)
  - i. Status on Items being Considered Committee – The Committee is working on a recommendation to SDPD on a protest policy. Chair Hilpert reached out to and received feedback from the NAACP & ACLU. Chair Hilpert will draft the recommendation and send to Committee Chair Craver.
  - ii. Schedule Next Policy Committee Meeting – A meeting will be scheduled after the Committee has a draft recommendation.
  
- F. Recruitment & Training Committee (Kevin Herington)
  - i. Update on New Member Appointment – 8 Candidates – Board member Herington was absent so no update was given.
    - Background Checks
    - Phase Trainings
    - Appointments & Confirmations
  
- G. Citizens Advisory Board on Police Community Relations (Chair Brandon Hilpert)
  - Update – Meeting scheduled for September 28, 2020
  
- H. Transition Planning Committee (Doug Case)
  - i. Update – The Ad Hoc Committee was created for the CRB to ensure a smooth transition from the current CRB to the new Commission on Police Practices if Measure B passes in November. The Committee has been very active. Adoption of an interim ordinance so the Board can continue to operate. The Committee met with Andrea St. Julian regarding the budget and interim ordinance. There will also need to be an implementation ordinance and staff. The Committee has at least 20 items to focus on.

IX. CHAIR’S REPORT (Chair Brandon Hilpert)

- A. Reminder–1<sup>st</sup> Quarter (July 1<sup>st</sup> – September 30) Volunteer Hours Report – All members were reminded to please make sure that hours are logged into the system for reporting purposes .
- B. Other Items/Reminders – None

X. EXECUTIVE DIRECTOR’S REPORT (Sharmaine Moseley)

- A. Caseload Update & Status of Case Reports – It was reported that as of today, 61 cases have been assigned to the Teams. Out of the 61 cases, 20 were completed by the Teams and 4 of the 20 cases were on tonight’s Closed Meeting agenda with 2 cases heard and closed by the Board. The CRB teams now have 23 cases ready for Board deliberation.

The Team summaries are as follows:

Team 1- 12 cases assigned (2 completed and ready for the Board – 1 on tonight’s meeting agenda, 9 cases left for review- 1 was assigned pre-covid and 2 were reassigned from Team 5)

Team 2 – 14 cases assigned (5 cases were completed and ready for the Board- 9 active cases are left for review-6 of which were assigned during COVID, 2 were assigned pre-covid & 2 were reassigned from Team 5)

Team 3 – 12 cases assigned (4 cases were completed and ready for the Board- 2 of which were on tonight’s Closed meeting agenda; 8 active cases are left for review – -7 of which were assigned during COVID & 1 was reassigned from Team 5)

Team 4 –Team 4 has been temporarily dissolved. The Team had one case left that was deliberated on by the Board and taken back by Chair Hilpert for revisions.

Team 5 – Per Team 5, the 1 case that was left in their file will be reassigned to another team.

Team 6 – 10 cases assigned (2 were completed and ready for the Board, 1 of which was on tonight’s Closed Meeting agenda). Team 6 has 8 cases left, all of which were assigned during COVID and 2 reassigned from Team 5.

Team 7 – 11 cases assigned (7 were completed and ready for the Board). Team 7 has 3 cases left for review.

- B. Board Member Vacancies/Resignations – It was reported that currently, the CRB has 16 members and 7 vacancies. Four of the 16 members are eligible for re-appointment. The CRB is down to 7 candidates who will be considered to possibly fill the vacancies on the Board first. One candidate decided not to move forward in the process due to another commitment. The CRB also has 3 members who are termed out, but due to the situation, it will be best to fill the vacancies first before the members who are termed out. There is an urgency for members to be confirmed as soon as possible so the Board can continue to operate.
- C. Transition from MS Teams to Zoom Platform – It was reported that the City will be using the Zoom platform instead of MS teams for its public meetings except for Council Meetings. With Zoom, the City’s IT department would no longer have to be available to live stream the meetings to the You Tube channel and there will be no 2-week advanced notice for the recording of meetings that are open to the public. The CRB Executive Director will be responsible for recording the CRB public meetings using You Tube. The only limitation is that the city You Tube channel can only record one meeting at a time.
- D. Other Items/Reminders: None

- XI. SAN DIEGO POLICE DEPARTMENT REPORT (EA Chief Al Guaderrama)
  - Updates – It was reported that SDPD is working on drafting a Protest Policy and very close to having a draft. There are 50 new recruits

starting in the next couple of weeks and a class graduating as well.  
Additionally, Lt. Ben Kelso was promoted to Captain.

- XII. BOARD MEMBER RIDE-ALONG REPORTS: On hold due to COVID
- XIII. BOARD MEMBER ANNOUNCEMENTS/COMMENTS: None
- XIV. ADJOURNMENT: The meeting adjourned at 7:05 p.m.