



CASE REVIEW / REGULAR MEETING
MINUTES OF ACTIONS
Wednesday, May 27, 2015
Art Pick Council Chambers
3900 Main Street, Riverside, CA

CASE REVIEW – 4:30 PM

Case Review Roll Call

Rotker	Hawkins	Ybarra	Taylor	Smith	Jackson	Roberts	Andres	Adams
✓	✓	✓	✓	✓	✓	✓	V	✓

✓ = Present **B** = Absent / Business **S** = Absent / Sick **V** = Absent / Vacation **O** = Absent / Other
UE = Absent / Unexcused **L** = Late **LE** = Left Early **■** = Vacant

STAFF: Frank Hauptmann, CPRC Manager; Phoebe Sherron, Sr. Office Specialist

Public Comment

This is an opportunity for members of the public to address the Commission on closed session items.

There were no public comments.

Closed Session – Case Review

Pursuant to Government Code Section 54957, the Commission adjourned to Closed Session at 4:30 PM to discuss issues pertaining to PUBLIC EMPLOYEE PERSONNEL MATTERS.

	CPRC CASE NO.	RPD CASE NO.
1)	14-020	PC-14-07035
2)	14-032	PC-14-09044

The Commission recessed at 5:30 PM to reconvene in the Regular Meeting.

REGULAR MEETING – 5:30 PM

PLEDGE OF ALLEGIANCE

Regular Meeting Roll Call

Rotker	Hawkins	Ybarra	Taylor	Smith	Jackson	Roberts	Andres	Adams
✓	✓	✓	✓	✓	✓	✓	V	✓

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STAFF: Frank Hauptmann, CPRC Manager; Phoebe Sherron, Sr. Office Specialist

Introduction of Assistant City Manager Alexander T. Nguyen

Mr. Hauptmann introduced Asst. City Manager Alexander Nguyen. Mr. Nguyen thanked him and said he looked forward to working with the Commission.

Public Comments

Public comment on any subject matter within the Commission's jurisdiction.

Carolyn Brodeur expressed her extreme concern about the handling of a complaint she filed in 2013. Mr. Hauptmann said he would check with RPD about the complaint and the filing of a complaint against the person who took the complaint.

Bill Howe informed the Commission of the 22nd Annual Armed Forces Day Celebration to be held at the Kansas Avenue SDA Church on Saturday, May 30 at 11 AM.

Paul Chavez informed the Commission that the Medal of Honor Memorial Freeway Resolution for three local Medal of Honor recipients was now going to the State Senate for approval.

Mr. Chavez also expressed his increasing concern about the amount of time it was taking for the Commission to get the Jimenez OID. Mr. Hauptmann said he would try to get an update on the case from RPD.

Christina Duran also voiced her concern about the Commission not having received the Jimenez OID. She said that this not only affects officers, but also the decedent's family and she asked that the Commission try to get the processing of this case expedited.

Approval of Minutes

Minutes for Approval:	April 22, 2015 Regular Meeting		
Motion:	Hawkins	Approve:	Rotker, Hawkins, Ybarra, Taylor, Smith, Jackson
Second:	Rotker	Oppose:	None
		Abstain:	Roberts, Adams

CPRC Ad-hoc Committees

Reports from Committee Chairs, with Commission discussion and action, if any, regarding respective Committee activities and / or recommendations:

- A) Policies, Procedures, and By Laws Committee: Commissioner Rotker – Chair**
- B) Outreach Committee: Vice-Chair Adams – Chair**
- C) Policing and Mental Health Committee: Vice-Chair Adams – Chair**
- D) NACOLE 2015 Conference Planning Committee: Commissioner Roberts – Chair**

A) Policies, Procedures, and By Laws Committee: Commissioner Rotker – Chair
Commissioner Rotker reported that the Committee had, for the most part, concluded its review of the Policies and Procedures and that he would speak more on that during the upcoming agenda item.

B) Outreach Committee: Vice-Chair Adams – Chair
Vice-Chair Adams reported that:

- The Committee will be meeting on June 8th;
 - Discussion will include the draft form for the Outstanding Community Service award and the Outreach PowerPoint presentation;
- she and Chair Jackson would be attending the RCPA (Riverside Coalition for Police Accountability) meeting on May 28th and that it would be the first meeting focused on the Commission's self-assessment project.

Chair Jackson reiterated that this meeting with RCPA would be the first in the Commission's self-assessment project. She asked meeting attendees to inform the Commission through Commission Staff of any questions or concerns they felt should be addressed when Commissioners meet with community groups.

C) Policing and Mental Health Committee: Vice-Chair Adams – Chair
Vice-Chair Adams reported that:

- The Mental Health Forum was held on May 7th and was, overall, a successful event.
- County Mental Health and Lt. Hoxmeier have been contacted for a follow-up meeting, but nothing had been scheduled yet.
- The Policing and Mental Health Committee has completed its task and will be dissolved after the follow-up meeting.

D) NACOLE 2015 Conference Planning Committee: Commissioner Roberts – Chair
Commissioner Roberts reported that:

- Commissioner Taylor and Ms. Sherron had tasks they had been working on and asked them to provide updates.
 - Commissioner Taylor reported that he had contacted San Manuel regarding the busing of conference attendees to the casino the afternoon / evening the conference ends. He said this plan is on hold until the Committee hears from NACOLE.
 - Ms. Sherron reported that she was in the process of scheduling a meeting between the panelists and Karen Williams, NACOLE's "shepherd" for the CPRC History Panel.
- Commissioner Roberts said that the Committee had not met recently, but would be meeting again in the near future.

Chair Jackson also noted that she was on the NACOLE committee that reviewed the RFPs for the 2016 conference. She said it looked like Detroit would be the location for 2016, but that it had not yet been officially announced. She also said that NACOLE's Scholarship Committee had decided on this year's scholarship recipients.

Meetings and Training Sessions

Reports from Commissioners regarding CPRC-based meetings, non-Outreach meetings, and / or training sessions attended in April / May.

April 28 – Policies, Procedures & Bylaws Committee

- Commissioners Rotker and Ybarra, Mr. Hauptmann, and Ms. Sherron

April 29 – Policing & Mental Health Meeting

- Vice-Chair Adams, Commissioner Ybarra, and Ms. Sherron

May 7 – Policing & Mental Health Forum

- Chair Jackson, Vice-Chair Adams, Commissioners Hawkins, Ybarra, Taylor, and Smith, Mr. Hauptmann, and Ms. Sherron

May 11 – NACOLE's Conference Planning Committee & Scholarship Committee Meetings

- Chair Jackson

May 19 – CPRC Officers and Manager Meeting

- Chair Jackson, Vice-Chair Adams, Mr. Hauptmann, and Ms. Sherron

Outreach

A) April / May Outreach

Commissioner Ybarra:

- April 29 – Town Hall meeting at Goeske Center
- April 30 – Law Enforcement Appreciation (LEAC) event
- May 7 – Policing & Mental Health Forum

Chair Jackson:

- May 9 – Historic Woods Association neighborhood meeting
- May 18 – Riverside County Law Enforcement Memorial

Commissioner Smith:

- May 5 – Welcome Reception for new City Manager and City Attorney
- May 18 – Riverside County Law Enforcement Memorial

Ms. Sherron:

- May 7 – Policing & Mental Health Forum

Vice-Chair Adams:

- May 7 – Policing & Mental Health Forum

B) Upcoming Outreach Events

22nd Annual Armed Forces Day Celebration to be held at the Kansas Avenue SDA Church on Saturday, May 30 at 11 AM.

C) Future Outreach Opportunities

- 1) Input from Outreach Coordinator on upcoming Outreach events
- 2) Input from Commissioners on potential Outreach events

There were no Future Outreach opportunities noted by Vice-Chair Adams or Commissioners.

NEW BUSINESS

Revisions to CPRC Policies and Procedures

Begin discussion and action, if any, on the document-wide revisions to the CPRC Policies and Procedures.

Chair Jackson opened and turned the item over to Commissioner Rotker.

Commissioner Rotker:

- The amended Policies and Procedures has new sections.
- When the document is finalized, it will go to the City Attorney for his review and approval.
- The document is basically complete and ready for the Commission's review and consideration.
- Thanked Committee members and Staff for their participation and work to update this document.

Action:

- Chair Jackson asked Commissioners to review the document and send their comments and suggestions to Staff.

Making Policy Recommendations to RPD

Discussion and action, if any, regarding the process by which the Commission makes policy recommendations to the Riverside Police Department.

Discussion began regarding the manner in which policy recommendations are made to RPD. The question focused on whether all policy recommendations should be done in a formal, written manner or if informal, verbal recommendations made during Commission meetings were adequate and acceptable.

The discussion showed that the Commission had differing opinions. Some Commissioners believed that policy issues brought up during meetings should just be handled in a verbal manner rather than go through a formal, more time-consuming process. Other Commissioners believed that all recommendations to RPD policy should be done in a formal, written manner, even if RPD's representative said during the meeting that the requested action would be taken. These Commissioners believed it was important to not only memorialize the Commission's actions, but that it would also assist in receipt of a written response from RPD about the actions they took regarding the Commission's recommendations.

Vice-Chair Adams also noted that while the current Commission has a good relationship with the current administration at RPD, that may not be the case in future years. She stressed that the importance of creating and maintaining a formal method for policy recommendations was for the future Commission as well as the present body.

After considerable discussion, Chair Jackson asked if anyone wanted to make a motion as to which method should be used. No motion was made.

Action:

- Chair Jackson asked Commissioners to send their suggestions to Staff.

Policy Recommendations

Discussion and action, if any, to approve the Commission's recommendations that

A) 1009.2.1 AVAILABILITY OF COMPLAINT FORMS

- 1) the policy be modified to include the Community Police Review Commission as a location where complaint forms are available.
- 2) complaint forms also be available online in PDF format for download by the public and that the policy be modified to reflect this.

B) 1009.2.3 ACCEPTANCE OF COMPLAINTS

- 1) the policy be modified to read, "When the complainant is either in an obviously mentally unstable or delusional state or intoxicated to the point... "

C) 1009.2.4 COMPLAINT DOCUMENTATION

- 1) the policy be modified to show that computer-typed or filled-in forms will be allowed and then submitted to RPD in person. The current verbiage of the policy makes it appear that everything must be handwritten or dictated by the complainant in person.

Chair Jackson opened by asking if Commissioners wanted to discuss each section individually. Commissioner Smith felt that would be the best way to address them.

There was discussion and a vote to approve A, then discussion and a vote to eliminate B. During the discussion of C, the Commission reached a general consensus to eliminate the mention of policy sections and submit three recommendations as follows:

Motion to Approve RPD Policy Recommendation Policy 1009 Personnel Complaints		1) That the policy include the Community Police Review Commission as a location where complaint forms are available, both online and in person. 2) That complaint forms are also available online in multiple formats for download by the public and that the policy be modified to reflect this. 3) That complaints be accepted both in person and electronically.	
Motion:	Adams	Approve:	Rotker, Hawkins, Ybarra, Taylor, Smith, Jackson, Roberts, Adams
Second:	Smith	Oppose:	None
		Abstain:	None

Staff Report

Mr. Hauptmann had nothing to report.

Commissioner Comments

Pursuant to Government Code Section 54954.2, Commissioners may use this time to make brief announcements or a brief report on their own activities.

There were no Commissioner comments.

Items for Future Commission Consideration

Items for future Commission consideration can be agendized by any Commissioner. Discussion and action, if any, will occur only during the meeting for which that item has been agendized.

There were no items for future Commission consideration.

Adjournment

The Commission adjourned at 7:57 PM.

Respectfully submitted,



PHOEBE SHERRON
Sr. Office Specialist