

ATTACHMENT 1

**CITIZENS' POLICE REVIEW BOARD
MEETING OF THURSDAY, May 14, 2015 – 6:15 P.M.
City Council Chambers - Third Floor**

I. CALL TO ORDER BY VICE-CHAIR CASILLAS at 6:36 P.M.

II. ROLL CALL AND ATTENDANCE

Present: Commissioner Paul Brisco
Commissioner Chris Brown
Commissioner Thomas Cameron
Vice-Chair Larisa Casillas
Commissioner Almaz Yihdego

Anthony Finnell, Executive Director
Karen Tom, CPRB Investigator
Joan Saupe, CPRB Investigator

Colin Bowen, Board Counsel

Absent: Commissioner Brian Bingham
Chair Sokhom Mao
Commissioner Derrick Muhammad
Commissioner Howard Tevelson

III. ELECTIONS

A. Chair
(Executive Director Anthony Finnell)

Commissioner Cameron mentioned that he would like to nominate Commissioner Brisco for Pro Tem Pore Chair for this meeting.

Board Counsel Bowen stated that at this time, appointing a Pro Tem Pore Chair for this meeting is unnecessary since we have a Vice-Chair present for the meeting.

Board Counsel Bowen asked that a motion be made to remove this item from the Agenda. **A motion was made by Commissioner Yihdego to amend Agenda Item III (Elections) and remove Item III from the agenda. Commissioner Brown seconded. The motion passed. The Board vote was 4-0-1, with Commissioner Cameron abstaining.**

B. Vice-Chair
(Newly Elected Chairperson)

IV. APPROVAL OF MINUTES – ACTION ITEM

A. April 23, 2015

A motion was made by Commissioner Cameron to approve the April 23, 2015 minutes. Commissioner Brisco seconded. The Board vote was 4-0-1, with Vice-Chair Casillas abstaining.

V. OPEN FORUM

No speakers.

VI. DIRECTOR'S REPORT

A. Announcements

Director Finnell reminded Board members to attend the City Council meeting on May 19; three items of interest for CPRB are on the Agenda: A Resolution will be presented to Patrick Caceres, CPRB will present the Annual Report, and CPRB will present the consolidation of Intake Technicians for discussion. Patrick Caceres' last day is tomorrow (May 15) and his replacement will start on May 26. Mr. Finnell will present other information during Outreach Planning.

Vice-Chair Casillas asked Director Finnell to present background information regarding the selection of Patrick Caceres' replacement. The provisional appointment that Mr. Finnell selected will begin May 26. The City applicant hiring process will commence May 26 and may take several months. Director Finnell stated that he will make the final decision for applicant hiring. Vice-Chair Casillas inquired as to how the provisional person is chosen; Mr. Finnell stated that it was based on his qualifications, skills and he knew the applicant's work product.

B. Pending Cases as of May 5, 2015.

This item was not addressed. Director Finnell did not give his report of cases as of May 14, 2015.

VII. AGENDA DISCUSSION

Vice-Chair Casillas would like to have the continuance of her position on the CPRB Board agendized for the next Board meeting.

Commissioner Yihdego mentioned that we are creating Bylaws for the Commissioners and suggested that Bylaws be created for staff communication to the CPRB Board; she asked that this item be agendized for the next meeting. Director Finnell reported that at prior meetings he presented the proposed outline for the Bylaws and he asked that Commissioners review the document and asked for input (email) so that the wording could be included in the outline for the Bylaws. Board Counsel Bowen stated that the Board is accepting the agenda and not asking for discussion for an item that is not on the agenda. Mr. Bowen stated that the topic of Bylaws for staff communication to the Board be agendized for the next Board meeting.

Commissioner Yihdego recommended Board member representation at consultation meeting with CAO/Chief/IAD/CPRB regarding Board decisions.

Board Counsel Bowen commented that the first thing to do is if members have suggestions/language that it is forwarded to Director Finnell, the information can be compiled and then a discussion (agendized for Board meeting). Commissioner Brown asked that suggestions be forwarded to all Board members.

VIII. UPDATE – CPRB STRATEGIC PLAN
(Executive Director Anthony Finnell)

Director Finnell asked Board members to refer to Attachment 3 in the Agenda Meeting Packet and if questions, he will address them at this time. Commissioner Yihdego inquired about the category Hearings – Mr. Finnell stated that one of the goals of the strategic plan is that most serious cases be brought before the Board and once a decision is made, the decision is upheld so that when it is reviewed by the City Administrator that the recommendation comes from that Board that the decision is upheld. The next step is how we plan to achieve the goals – now we are talking about the goals we want to achieve.

A request was made to rewrite the Hearing section to amend the goal.

Commissioner Yihdego asked if the CPRB Strategic Plan is a subcommittee and the Transparency Committee – what is the difference. Director Finnell stated that the Strategic Plan group has been meeting since October 2014 – it is not a subcommittee, it is a group of Commissioners meeting for the purpose of developing a strategic plan to present to the Board.

IX. CPRB SPECIAL COMMITTEE REPORTS

A. Outreach Planning

1. General Updates

Commissioner Yihdego gave a report. She mentioned that the committee met on May 4 – she circulated a handout of that agenda and was unable to write the report (she will write the report at a later date). She discussed distribution of brochures to various sites; Patrick Caceres is leaving, and the Committee will need a volunteer to deliver brochures. Vice-Chair Casillas asked if the replacement would be doing the deliveries. Mr. Finnell stated that he is not going to designate staff to deliver brochures at this time due to the amount of cases being handled; he will research this topic. Commissioner Yihdego will talk with Director Finnell and he will work closely with the Outreach Committee to see that sites receive brochures, etc. A report will be brought back to the Board.

Commissioner Yihdego circulated a sign-up sheet for sitting at the table at the Juneteenth Street Festival. She reported that she will email the flier for the June 3 Outreach Community Event to everyone.

Commissioner Cameron asked what program/outreach we have in place to get people to this event. Commissioner Yihdego is asking Commissioners/staff to invite community groups, Oakland residents, etc. to the event; the Outreach Committee will be going to churches, community groups, etc. to distribute fliers. Commissioner Cameron suggested compiling comprehensive mailing lists from political activist groups, neighborhood groups, canvas the neighborhoods – copy/past email addresses and some have phone numbers (have a phone bank to call people) – need extensive/comprehensive effort for people to attend events. Commissioner Brisco reported that the last gospel church event the attendance was low and that the CPRB was going to use the City as a means to disseminate information. Director Finnell stated that we do need a marketing process; events are posted on the CPRB website and posted in the City Administrator’s Newsletter.

Director Finnell stated that an event (2015 Oakland Summit) will be presented by Mayor Schaaf and Chief of Police Sean Whent on June 6 at Laney College from 9:00 a.m. – 12:00 p.m.; CPRB will attend. The second event is Tuesday, August 4 (National Night Out) from 7:00 p.m. – 9:00 p.m. and more information will be forthcoming; CPRB will attend the event.

Commissioner Cameron mentioned that he has been instrumental in promoting National Night Out in his neighborhood. He has a sign-in sheet for people who show up in his neighborhood. He suggested that this be done in other neighborhoods to get a contact list started for use for upcoming CPRB events. Commissioner Yihdego suggested that an email contact list be used at events.

2. Next Meeting

Commissioner Yihdego reported that the next meeting will be in approximately two months. She will notify members of the next meeting date.

B. Transparency and Legislation

1. General Updates

Commissioner Brown reviewed the Committee report (Attachment 4 in the Agenda Meeting Packet) - the document is also posted on the CPRB website.

2. Next Meeting

Commissioner Brown stated that meetings will be held Monday mornings at 9:00 a.m. (by phone). The next meeting will be on May 18 at 9:00 a.m. (conference call).

X. CLOSED SESSION: NEW BUSINESS (Convened at 7:32 p.m.)

- A. Cases proposed for Administrative Closure / Pursuant to Ordinance No. 12454 C.M.S. section 6, paragraph G subsection 9, hearing would not facilitate the fact-finding process; and that no good cause is shown for further action.

1. Based on findings of the investigation

Case No. 14-0416, Jacqueline Villa

- a. Complainant's Comment
- b. Staff Report
- c. Discussion
- d. Action

Commissioner Brisco mentioned that the Pending Case List reflect under Brief Description of Complaint that the word he be changed to the word she.

Case No. 14-0510, Kamara Bigham

- a. Complainant's Comment
- b. Staff Report
- c. Discussion
- d. Action

Commissioner Brisco mentioned that the Pending Case List reflect under Date of Incident be changed from 4/21/14 to 6/11/14; Under Brief Description of that Complaint be changed to reflect that the incident did not involve school police officers.

B. Pending Cases for Administrative Hearing Discussion

Discussion followed regarding the Agenda item.

The Board reconvened open session at 8:02 p.m.

XI. OPEN SESSION DISCLOSURE OF NON-CONFIDENTIAL CLOSED SESSION MATTERS.

BY MOTION AND VOTE IN OPEN SESSION, BOARD ELECTS EITHER TO DISCLOSE NONCONFIDENTIAL INFORMATION OR TO DISCLOSE CONFIDENTIAL INFORMATION THAT THE MAJORITY DEEM TO BE IN THE PUBLIC INTEREST.

XII. ADJOURNMENT

The Board adjourned at 8:02 p.m.