



Office of the City Manager

## INFORMATION CALENDAR

October 31, 2017

To: Honorable Mayor and Members of the City Council  
 From: Police Review Commission  
 Submitted by: George Lippman, Chairperson, Police Review Commission  
 Subject: Police Review Commission Work Plan for 2017-2018

### INTRODUCTION

The Police Review Commission developed its work plan for the fiscal year beginning July 2017 in response to the City Council's July 2016 directive to all commissions that they submit work plans at the beginning of each fiscal year.

The Police Review Commission adopted the attached work plan at its July 12, 2017 meeting. (M/S/C: Price/Halpern; Ayes: Allamby, Halpern (temp.), Lippman, Price, Prichett, Roberts, Yampolsky; Noes: None; Abstain: None; Absent: DaSilva, Ford, Perezvelez.)

### CURRENT SITUATION AND ITS EFFECTS

The Police Review Commission was established by ordinance in 1973 to provide for community participation in setting and reviewing police department policies, practices, and procedures, and to provide a means for prompt, impartial, and fair investigation of complaints brought by individuals against the Berkeley Police Department.

Policy work is carried out by the Commission with support from staff, while complaint investigations are handled by staff with commissioner involvement if a case proceeds to hearing. Review of police policies, practices and procedures is largely determined by the Commission itself, while complaint investigations and hearings are externally driven.

### BACKGROUND

The attached work plan sets includes a list of policy issues that the Police Review Commission is or anticipates addressing in this fiscal year. The Commission is also interested in revising its Regulations for handling complaints against police officers to improve sections that could be clearer and processes that could be more efficient for all concerned; and in conducting outreach to ensure that the public is aware of the Commission's existence and its role.

### ENVIRONMENTAL SUSTAINABILITY

No identifiable environmental effects or opportunities are associated with the subject of this report.

POSSIBLE FUTURE ACTION

While the attached work plan reflects the Commission's priorities as of the date of its adoption, it is subject to change throughout the year should more urgent or important matters arise. Other matters may take precedence as a result of Council referrals, police actions, or requests from the community.

FISCAL IMPACTS OF POSSIBLE FUTURE ACTION

No fiscal impacts of possible future action are anticipated for the current fiscal year.

CONTACT PERSON

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Attachments:

1: Police Review Commission Work Plan for 2017-2018

## **Police Review Commission 2017-2018 Work Plan**

### **Commission mission statement**

The general purpose of the Police Review Commission is to provide for community participation in setting and reviewing police department policies, practices, and procedures, and to provide a means for prompt, impartial, and fair investigation of complaints brought by individuals against the Berkeley Police Department.

### **Goal #1: Review and set BPD policies, practices, and procedures.**

a. Resources<sup>1</sup>

PRC staff, BPD staff, meeting space.

b. Program activities

A policy review may be initiated by the Commission, by a City Council referral, the Police Department, or a member of the public. The initial review steps may be undertaken by the Commission, a commission subcommittees, or staff, depending on the nature and breadth of the policy, practice, or procedure in question. The review could include: holding meetings and hearings to receive input from community members; meeting with and asking questions of the BPD; studying current policies, practices, and procedures; gathering policies from other jurisdictions; and surveying the literature regarding best practices.

If a subcommittee or staff perform the initial work, it will be presented to the full Commission for review and approval.

c. Outputs

Based on the information gathered, the Commission will make a recommendation to the BPD, City Manager or City Council about a change in a policy, practice, or procedure.

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<sup>1</sup> Unlike most other commissions, the Police Review Commission has a staff of three City employees dedicated to supporting the Commission's work.

d. Outcomes

The desired change is a new or improved policy, practice, or procedure. If new, it will provide guidance where it did not previously exist or was not well-documented. A revised policy, practice, or procedure will reflect a change to conform with new laws, to embrace best practices that have changed since the original policy was established, or to better align with community values.

e. Specific policies, practices, or procedures to be reviewed in the coming fiscal year may include:

- Develop proposed draft Surveillance & Community Safety Ordinance (finish work begun in prior fiscal year)
- Review study of BPD pedestrian and traffic stop data and other police practices; determine whether and what additional efforts are needed to ensure unbiased policing
- Review of BPD Lexipol policies (General Orders)
- Implementation of body-worn camera program
- Review of MOUs and mutual aid pacts with other law enforcement agencies (an annual process)
- Assess BPD role in dismantling homeless encampments and storage of property
- Review and assess ways to improve police accountability, including steps that can be taken within the existing system, and a possible ballot measure to restructure police governance.

Not all reviews of police policies, practices, or procedures can be anticipated in advance, as some are undertaken based on a request from the City Council or a civilian. Also, the PRC may undertake a review in response to particular police activity or incident.

**Goal #2: Process complaints regarding individual police officer misconduct.**

a. Resources

PRC staff are responsible for carrying out this goal, with critical participation by Commissioners. BPD staff are also involved.

b. Program activities

Staff will receive complaints of alleged misconduct by police officers, conduct an investigation, and, if warranted, prepare the case for a hearing before a Board of Inquiry. Rotating panels of three Commissioners serve as the BOI, except in death cases, where the Commission sits as a whole..

Cases may be closed without a hearing; the reasons for such closures include: the complainant opts for mediation; the complainant withdraws the complaint; or the complainant does not cooperate in the investigation.

c. Outputs

Following a BOI hearing, a Findings Report will be sent to the Chief of Police and City Manager, who may rely on the PRC's findings in determining whether to impose discipline.

Based on prior years, it is anticipated that roughly eight BOI hearings will be held in the coming fiscal year.

d. Outcomes

By providing a venue for investigation of complaints that is separate from the Police Department, civilians will view the process as more objective than investigations conducted by the Police Department internally. Police officers' awareness of the PRC's complaint process will influence their behavior in a positive way.

**Goal #3: Review BPD budget.**

a. Resources

PRC staff and BPD staff.

b. Program activities

Commissioners will review the BPD's expenditures to gain an understanding of how their resources are allocated.

c. Outputs

Commissioners may make recommendations to the BPD, City Manager or City Council about spending in various categories.

d. Outcomes

The Commission's review could result in a BPD budget that allocates resources more efficiently or in a manner more closely aligned with community desires.

**Goal #4: Revise PRC Regulations for Handling Complaints Against Police Officers.**

a. Resources

PRC staff and BPD staff.

b. Program activities

The complaint process, from intake through the BOI hearing, is governed by regulations promulgated by the PRC. The need to revise the regulations may arise when, for example: a deficiency is discovered; a way to streamline the process is identified; or a change is desired.

Regulation changes may be initiated by the Commission or by staff. The Commission as a whole may consider a revision, or establish a subcommittee for this purpose.

Depending on the specific change, a meet-and-confer with the police union may be required.

c. Outputs

The result will be amended PRC Regulations.

d. Outcomes

Amended Regulations will result in a process for handling complaints that is clearer; more efficient; reflects the Commission's desires; conforms to current law.

**Goal #5: Conduct outreach activities.**

a. Resources

PRC staff, IT staff support, printing of materials

b. Program activities

The Commission, as a whole or through a subcommittee, will develop and implement activities and strategies to better inform the community about the PRC's mission and services, including its policy review function and intake of civilian complaints about officer misconduct as an agency independent of the Police Department.

c. Outputs

The results will include increased presence at community fairs and other events; speaking to community groups, churches, and the like; holding Commission meetings at various locations; updated literature describing the Commission's work; a revamped and expanded website.

d. Outcomes

The outcome will be larger numbers of community members who are aware of the PRC and informed about its services and activities.

