



INGLEWOOD, CALIFORNIA  
Website: [www.cityofinglewood.org](http://www.cityofinglewood.org)

**CITIZEN POLICE OVERSIGHT COMMISSION**  
**August 10, 2005**  
**6:30 p.m.**  
**Community Room, 1<sup>st</sup> Floor, City Hall**  
**Minutes**

**Members Present:**

**Chairperson Wayne Spencer**  
**Vice Chairperson Nannette Marchand**  
**Commissioner Gerald Thompson**  
**Commissioner Rita Hall**  
**Commissioner Judy A. Bowles**  
**Commissioner Curlee Ross**  
**Commissioner Adrienne Sears**  
**Commissioner David P. Stewart**  
**Commissioner Donald Nicholson**  
**Commissioner Joy Brown-Price**

**Members Absent:**

**Commissioner Ozell Butler**

**Staff Present**

**Deputy City Administrator Lawrence Kirkley – Administration**  
**City Attorney Anita Willis**  
**Pam Egans - Recording Secretary**  
**~~Pam Renowden - Administration Staff~~**

**CALL TO ORDER**

Chairperson Wayne Spencer called the meeting to order at 6:50 p.m. A quorum was present.

**PLEDGE OF ALLEGIANCE**

Commissioner Nicholson led the pledge of allegiance.

**INVOCATION**

Commissioner Stewart led the invocation.

**PUBLIC COMMENTS REGARDING AGENDA ITEMS**

No members from the public were present.

**APPROVAL OF MINUTES**

Chairperson Spencer forwarded a request that Councilwoman Dunlap's name be removed from the minutes.

City Attorney Willis stated that the Councilwoman's name was a part of the official records as she spoke as a member of the public.

Chairperson Spencer called for a motion to approve the minutes of the July 13 and July 27, 2005 meetings.

Commissioner Ross made a motion to approve the minutes and Commissioner Bowles seconded the motion.

There was one nay vote from Vice Chairperson Marchand.

## **MOTION CARRIED**

### **DISCUSSION**

Vice Chairperson Marchand indicated that she believed that the Commission was being unduly influenced. She was under the impression that the Chair and Vice Chair and/or the Commission itself were the ones who determined the agenda. For an example, she was not aware that the City Attorney would be present at the meeting.

Chairperson Spencer expressed disappointment that the agenda was not set-up the way the Commission had requested. Instead it appeared that Staff prepared the agenda based on it's desires.

#### Discussion regarding Executive Director and Legal Advisor Positions

Vice Chairperson Marchand stated that there had been a request to add an action item recommending that the Commission hire an outside attorney to serve as an advisor, and for the selection of an Executive Director. Those items were not placed on the agenda. She also requested to obtain the job descriptions and guidelines for both positions.

Deputy City Administrator Kirkley stated that the agenda is in fact created in an effort to allow the Commission to move toward its goals, but must be done in accordance with the Brown Act, local ordinances, as well as State and Federal law. This is the case with all Inglewood Commissions.

In this particular case, the wording requested could not be used because the hiring and or contracting of employees could not be done by the Commission. There is no statutory authority for the Commission to take such actions.

Vice Chairperson Marchand stated that it was her understanding that the Commission had an Executive Director position already in place, but the position was vacant.

Deputy City Administrator Kirkley clarified that the position was never created.

Commissioner Nicholson inquired about the job duties of an Executive Director to the Police Commission.

Deputy City Administrator Kirkley stated that the Executive Director would assist in setting up a system to review complaints, prepare packages for each Commissioner, and in general does the day to day leg work for the Commissioners.

Commissioner Thompson stated that it was a dead issue to discuss the Executive Director position, since it is not in the budget and the authority to hire one comes from the City Administrator.

#### Policies and Procedures

City Attorney Willis passed out a memorandum regarding the Proposed Ordinance Amendment and the Proposed By-Laws that was submitted by the Commission. She discussed the legal ramifications in terms of the changes to the charter if the proposed ordinance was something the Commission wanted to pursue. She also stated that the City Attorney hires all legal advisors for the City. If the Commission wanted to obtain a legal advisor, a meet and confer with the police officers union would be required. Attorney Willis also stated that she would attend the Citizen Police Commission meeting in two weeks to answer any questions that the commissioners had regarding her memorandum.

Commissioner Price asked if the Commission could consider another commission model in which to operate since there were three that she was aware of.

Commissioner Hall asked if the Commission ever voted on changing the Police Commission model from monitoring to investigative. If so, she was not aware of it.

Attorney Mayer read and discussed proposed changes that had been made on the Policies and Procedures.

Deputy City Administrator Kirkley indicated that some of what he found in the draft Policies and Procedures needed clarification.

He stated he had concerns about the Commissioners receiving complaints directly from the community, as stated in the current draft of the Policies and Procedures.

Vice Chairperson Marchand stated that the Commissioners had discussed the idea of handling citizen complaints by giving residents a self-addressed envelope and that the process should be incorporated into the Policies and Procedures.

Commissioner Brown-Price asked if staff could speak with the Chief of Police about the time frame in which complaints would be investigated, and that the time be placed in the blank space on page 4, and returned to the Commission for final approval.

Chairperson Spencer asked if the rules of decorum should be incorporated within the Policies and Procedures.

Attorney Willis stated that the decorum should not be addressed in the Policies and Procedures; she suggested that the rules of decorum for all City commissions should be the same or similar to those governing the City Council Meetings.

### **Commissioner Attendance at the N.A.C.O.L.E. Annual Conference.**

Deputy City Administrator Kirkley stated that the cost has to be minimized, given the current fiscal imbalance, there is not enough money in the budget to cover the costs for all the Commissioners to attend. Mr. Kirkley stated that he would discuss this matter further with the City Administrator; however, there may be only enough funds for two persons to attend. Optionally, the Commission members could absorb some of the cost.

Commissioner Nicholson stated that he would use his own funds to attend the conference if required because he believed it was that important.

## **PUBLIC COMMENTS REGARDING OTHER MATTERS**

There were no public comments.

## **COMMITTEE MEMBER REMARKS**

Chairman Spencer inquired about the status of the Police Commission's website.

Deputy City Administrator Kirkley stated that the agenda and minutes are being placed on the website.

Vice Chairperson Marchand asked if the Ordinance governing the Police Commission can be placed on the website until the Policies and Procedures are adopted.

Deputy City Administrator Kirkley stated that the Ordinance could be placed on the website but really doesn't give sufficient information to the public as to the method of complaining to the Commission.

By consensus the Commission members agreed to hold a special meeting on Wednesday, August 24, 2005, to review modifications and hopefully adopt the Commissions Policies and Procedures.

Commissioner Brown-Price thanked the Commissioners for sending her a get-well card.

## **ADJOURNMENT**

The meeting adjourned at 8:25 p.m.