



INGLEWOOD, CALIFORNIA
Website: www.cityofinglewood.org



**Citizen Police Oversight Commission (CPOC)
Meeting
October 12, 2011
City Council Chambers, Ninth Floor, City Hall
Minutes**

Members Present:

Chairperson Alex Padilla
Vice Chairperson Alicia Smith
Commissioner Woody Hollier
Commissioner Paul Smith
Commissioner Wayne Spencer
Commissioner Sergio Hernandez
Commissioner Adrienne Sears
Commissioner Maria Smietan
Commissioner Linda Soto
Commissioner Rita Hall

Members Absent:

Commissioner Kofi Nartey (unexcused)

Staff Present:

Mr. Michael D. Falkow, Assistant City Manager
Mrs. Kathy Ares-Givens, Recording Secretary

CALL TO ORDER

The meeting was called to order by Chairperson Padilla at 6:40 p.m. A quorum was present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner Soto.

INVOCATION

The invocation was given by Commissioner Hall.

PUBLIC COMMENTS

Mr. Willie Agee congratulated the CPOC. He stated that with the type of people leading the City he can see the City moving up. He further stated that the CPOC has the power so use it.

APPROVAL OF THE MINUTES

It was moved by Commissioner Spencer and seconded by Commissioner Sears that the minutes of the September 21, 2011, meeting be approved. The motion carried.

Commissioner Smith arrived at 6:59 p.m.

DISCUSSION ITEM

CPOC Roles and Responsibilities

Mr. Falkow stated that it is important to know the CPOC roles and responsibilities so that the CPOC can execute those duties effectively.

Chairperson Padilla stated that he had spoken with Chief Seabrooks regarding her attendance at the next CPOC meeting. The Chief is committed to attending the meeting along with a member of her staff from Internal Affairs to discuss Internal Affairs, Police Officer Bill of Rights, Criminal, and Personnel complaints. Chairperson Padilla stated that this will give the Commissioners an opportunity to ask questions.

Chairperson Padilla stated that he would like to schedule a tour of the police department so that the CPOC can get a behind the scenes look at the organization, their resources, and the equipment.

Mr. Falkow suggested that the Commissioners write down what they think their individual roles and responsibilities are today. Mr. Falkow stated that staff will compile the list, and it could be used as a discussion item for next week's CPOC meeting with the Chief of Police.

Chairperson Padilla stated that it is very important for the CPOC to understand its roles. He further stated that he does not want to review cases until the police department has attended a CPOC meeting to speak to the CPOC about the process. Chairperson Padilla suggested that the CPOC wait until after next month to review police complaints.

Chairperson Padilla requested that the Commissioners provide a photograph and biography for the City's website. He also requested that the Commissioners submit in writing "the role of the Commissioner as you see it." He requested that the documents be submitted to staff in two weeks.

Chairperson Padilla advised the CPOC that they are not to engage in police investigations or give any comments related to police issues.

Commissioners Sears suggested establishing a timeline for Commissioners to schedule their ride alongs.

Chairperson Padilla encouraged the Commissioners to schedule ride alongs.

Lt. James Madia asked the CPOC how they want to organize and schedule its police department tour. He stated that he would reach out to the Commissioners via email in regard to the ride alongs. Lt. Madia further stated that he will get the days and times that the Commissioners are interested for their ride alongs and will work through the patrol coordinator to schedule those times. He stated that if there is a specific reason that the police department cannot accommodate the time the Commissioners requested to please be flexible.

Chairperson Padilla suggested scheduling the police department tour on a night that the CPOC does not have a meeting.

Commissioner Hall suggested scheduling the police department tour next month.

Chairperson Padilla suggested that the CPOC schedule its ride along and the police department tour prior to meeting with the Chief of Police.

Mr. Falkow advised the CPOC that the City Council would like to schedule a workshop and requests the attendance of the CPOC. The workshop will allow the City Council to have an open dialogue as opposed to a formalized City Council Meeting. The City Council would like to discuss the CPOC's structure and mechanism. Mr. Falkow inquired about the availability of the CPOC.

Commissioner Sears stated that she would not advise scheduling the meeting with the City Council on November 2nd until the CPOC has had the opportunity to meet with the Chief of Police.

Mr. Falkow suggested that the police department tour and the meeting with the Chief of Police be scheduled for November 2, 2011. He stated that it is a better chance to have the Commissioners in attendance at the workshop if the workshop was on a scheduled CPOC meeting date. The CPOC could cancel its scheduled meeting in light of the workshop.

The CPOC concurred that a Special CPOC Meeting be scheduled for November 2, 2011. The CPOC would cancel its regular scheduled meeting in lieu of the workshop. If the City Council does not have a quorum, the CPOC will hold its regularly scheduled meeting. Lt. Madia stated that he will discuss with the Chief of Police her availability.

ACTION ITEMS

Discussion and recommendation regarding how to process Closed Session Files.

Recommendation:

- 1) *Discuss alternatives;*
- 2) *Provide direction to staff*

Mr. Falkow stated that the request was to put an item on the agenda to have the CPOC discuss how to process closed session complaint files.

Mr. Falkow stated that the CPOC receives complaints, research data, investigations, and dispositions all as one package. He further stated that it takes a while for those packages to be created, which leaves the CPOC with little time to get a set of feedback questions or comments to the Chief of Police prior to her giving the disposition of any type of discipline. This poses time constraints because the CPOC typically meets once per month.

Mr. Falkow stated that if the CPOC asks the Chief of Police to accelerate her process that doesn't always happens because of the length of time it takes to do the appropriate investigation according to the Police Officer Bill of Rights.

Mr. Falkow stated that he spoke with the Chief of Police about the possibility of the CPOC receiving the files early and a CD being produced and sent to the Commissioners. He also discussed with the Chief of Police a mechanism that could be put in place that could potentially prevent the unauthorized dissemination of information.

Mr. Falkow stated that another option is to hire a case reviewer who could review the cases on behalf of the CPOC and provide a summary to them.

Mr. Falkow also suggested that the CPOC could create a subcommittee of three Commissioners to review cases and provide a summary to the CPOC. The subcommittee would rotate.

Mr. Falkow stated that the Chief of Police agreed that if cases were distributed to the CPOC electronically she would be open in discussing how to disseminate. Mr. Falkow further stated that the CPOC would be expected to come back the following meeting and be prepared to discuss cases.

Vice Chairperson Smith suggested that the Commissioners receive a CD that includes a password.

Commissioner Sears suggested that the CD be used as a point of reference for the Commissioners. She stated that she strongly advocated for a Case Reviewer.

Commissioner Hall suggested hiring a temporary Case Reviewer for two months and then create a subcommittee to review cases.

Commissioner Soto suggested that the Commissioners review one case and a temporary Case Reviewer to review the additional cases.

Commissioner Spencer suggested that each case be broken down and subcommittees be created to review specific areas of the case and provide an analysis.

Chairperson Padilla stated that he believes the CD is the best route to go.

Chairperson Padilla suggested that the CPOC have questions prepared to ask the Chief of Police in regard to the Chief's expectation from the CPOC.

Commissioner Hollier asked if there has been a template developed for the CPOC to review cases.

Commissioner Sears stated that the CPOC has just recently started to receive investigations. Commissioner Sears stated that toward the end of last year the CPOC discussed having a template so that the CPOC is consistent with each case.

Commissioner Hall stated that somebody has a template and they are probably different models based on the model of the Commission. Commissioner Hall suggested that the CPOC collect a cross section of templates and from that the CPOC can figure out what type of template they would like to have for the CPOC.

Commissioner Sears stated that she would contact the City of Long Beach and LAOIG regarding templates.

Chairperson Padilla requested that tonight's discussion and agenda items be placed on the next CPOC agenda.

COMMISSION ADVISOR REPORTS

Mr. Falkow advised the Commissioners that Sergeant Jeff Steinhoff will produce the Commissioners' identification cards. Sergeant Steinhoff is available Monday through Thursday from 6:00 a.m. to 2:00 p.m., on the 2nd Floor, City Hall.

Mr. Falkow stated that the Commissioners all have email addresses. Mr. Falkow requested that the Commissioners change their passwords. He stated that the password must be changed locally. Mr. Falkow read the instructions to the Commissioners on how to change a password.

Mr. Falkow stated that the email cannot be utilized for personal use. All communications through email is subject to public disclosure. Mr. Falkow advised the Commissioners not to place any confidential matter on email or discuss cases through email. He further advised the Commissioners not to use email for spam.

Mr. Falkow stated he would create a group called CPOC that would be the distribution group. The only persons that would have access would be the Mayor and Council Members, City Manager, Chief of Police, Commissioners, and CPOC Staff.

Mr. Falkow advised the Commissioners that if you forget your password staff will change but the password will be a default password until the Commissioner comes to City Hall and has staff change their password. He also advised the Commissioners not to open zip files.

Mr. Falkow stated that for the Commissioners' protection please have an up-to-date virus protection on their computers.

STAFF REMARKS

There were no staff remarks.

COMMISSION MEMBERS REMARKS

Commissioner Hall commented that she looks forward to more positive meetings.

Commissioner Spencer commented that there was excellent dialogue, and the meeting was very productive.

Commissioner Hollier commented that he was happy to be here.

Commissioner Soto commented that she was happy to be here, and the meeting was excellent. Commissioner Soto further commented that she looks forward to meeting the other Commissioner she has not met.

Commissioner Smitean commented that the meeting was very interesting.

Commissioner Sears commented that she looks forward to seeing the Chief of Police with the new Commission, and she looks forward to the City Council Workshop.

Commissioner Hernandez commented that the meeting was productive and that everyone had a lot of great feedback.

Commissioner Smith commented that he was glad to be here.

Chairperson Padilla stated that the Commissioners covered a lot and that the Commissioners have a lot on their plates. Chairperson Padilla stated that the CPOC has a bright future ahead of them.

ADJOURNMENT

The meeting adjourned at 8:29 p.m.