



**CITY OF OAKLAND
COMMUNITY POLICING ADVISORY BOARD
REGULAR MEETING**

**Meeting Agenda
Wednesday, July 1, 2020
6:00 PM
Via Teleconference**

Committee Membership: Chairperson Ravinder Singh (Dist. 4), Paula Hawthorn (Dist. 1), Colette McPherson (Dist. 2), TBD (Dist.3), Jorge Lerma (Dist.5), Donald Dalke (Dist. 6), Kirby Thompson (Dist. 7), Jennifer Tran (At Large), Nancy Sidebotham (NW), Geraldine Wong (NW), Daniel Ettlinger (OUSD), Ericka Parker (OHA), Creighton Davis (Mayoral), Yonas Gebremicael (Mayoral)

Pursuant to the Governor's Executive Order N-29-20, members of the Police Commission Selection Panel, as well as City staff, will participate via phone/video conference, and no physical teleconference locations are required.

PUBLIC PARTICIPATION

The Oakland Police Commission Selection Panel encourages public participation in the online board meetings. The public may observe and/or participate in this meeting in several ways.

OBSERVE:

- To observe the meeting by video conference, please click on this link: <https://us02web.zoom.us/j/87004923211> at the noticed meeting time.

Instructions on how to join a meeting by video conference are available at: <https://support.zoom.us/hc/en-us/articles/201362193>, which is a webpage entitled “Joining a Meeting”

- To listen to the meeting by phone, please call the numbers below at the noticed meeting time: Dial (for higher quality, dial a number based on your current location):

+1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 646 558 8656 or +1 301 715 8592 or +1 312 626 6799. For each number, please be patient and when requested, dial the following Webinar ID: 870 0492 3211

After calling any of these phone numbers, if you are asked for a participant ID or code, press #. Instructions on how to join a meeting by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting By Phone.”

PROVIDE PUBLIC COMMENT: There are three ways to make public comment within the time allotted for public comment on an eligible Agenda item.

- Comment in advance. To send your comment directly to the Selection Panel and staff BEFORE the meeting starts, please send your comment, along with your full name and agenda item number you are commenting on, to Tonya Gilmore @ tgilmore@oakland.ca.gov. Please note that eComment submissions close one (1) hour before posted meeting time. All submitted public comment will be provided to the Selection Panel prior to the meeting.

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• By Video Conference. To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on an eligible agenda item at the beginning of the meeting. You will then be unmuted, during your turn, and allowed to participate in public comment. After the allotted time, you will then be re-muted. Instructions on how to “Raise Your Hand” are available at: <https://support.zoom.us/hc/en-us/articles/205566129>, which is a webpage entitled “Raise Hand In Webinar.”

• By Phone. To comment by phone, please call on one of the above listed phone numbers. You will be prompted to “Raise Your Hand” by pressing STAR-NINE (“*9”) to request to speak when Public Comment is being taken on a eligible agenda item at the beginning of the meeting. Once it is your turn, you will be unmuted and allowed to make your comment. After the allotted time, you will be re-muted. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663>, which is a webpage entitled “Joining a Meeting by Phone.”

If you have any questions about these protocols, please e-mail Tonya Gilmore, at tgilmore@oaklandca.gov.

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Persons addressing the Community Policing Advisory Board shall state their name and the organization they are representing, if any.

- 1. Open Forum: (6:00 - 6:10)**
- 2. Approval of Minutes: March 4, 2020 (6:10 – 6:15)**
- 3. Oakland Police Department Updates: (6:15 – 6:45)**
 - a. Oakland Police Department**
 - b. Neighborhood Services**
- 4. Chair’s Report (Ravinder): (6:45 - 7:00)**
- 5. Committee Process and Charge: (7:00 to 7:20)**
 - a. Program Committee**
 - b. Fundraising Committee**
 - c. NCPD Resource Committee**
- 6. Discussion on Format for monthly reports from OPD and Neighborhood Services: (7:20 – 7:30)**
- 7. Committee to review Grievance and Complaint policies and procedures: (7:30 – 7:45)**
 - a. Discussion of how Board handles process of complaints made against Board members**
- 8. Staff Report: (Tonya) Staff Liaison to the Board (7:45 – 7:50)**
- 9. Agenda Building: (Board): (7:50 – 8:00)**

**Next Meeting - August 5, 2020, 6:00pm
TBD – Virtual Meeting Option**

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Do you need an ASL, Cantonese, Mandarin or Spanish interpreter or other assistance to participate? Please email tgilmore@oaklandca.gov or call (510) 238-7587 or (510) 238-2007 for TDD/TTY five days in advance.

¿Necesita un intérprete en español, cantonés o mandarín, u otra ayuda para participar? Por favor envíe un correo electrónico a tgilmore@oaklandca.gov o llame al (510) 238-4756 o al (510) 238-2007 para TDD/TTY por lo menos cinco días antes de la reunión. Gracias.

你需要手語, 西班牙語, 粵語或國語翻譯服務嗎? 請在會議前五個工作天電郵 tgilmore@oaklandca.gov 或 致電 (510) 238-4756 或 (510) 238-2007 TDD/TTY.



Community Policing Advisory Board

DRAFT MEETING MINUTES - Wednesday, March 4, 2020

Oakland Police Department, Eastmont Substation, 2651 73rd Avenue, Oakland CA 94601

PRESENT: Chairperson Ravinder Singh (Dist. 4), Paula Hawthorn (Dist. 1), Colette McPherson (Dist. 2), Akiba Bradford (Dist.3), Jorge Lerma (Dist.5), Donald Dalke (Dist. 6), Kirby Thompson (Dist. 7), Jennifer Tran (At Large), Nancy Sidebotham (NW), Geraldine Wong (NW), Daniel Ettlinger (OUSD), Ericka Parker (OHA), Creighton Davis (Mayoral), Yonas Gebremicael (Mayoral)

Vacancies: 1 – Mayor

Staff: Tonya Gilmore

Appointee Notes: Dist. = District; M = Mayoral; NW = Neighborhood Watch

OHA = Oakland Housing Authority; OUSD = Oakland Unified School District

Each person wishing to speak on items must fill out a speaker's card. Persons addressing the Community Policing Advisory Board shall state their names and the organization they are representing, if any.

1. Open Forum: 2 minutes each

Mr. Dorado (28X) - Read aloud an email sent to the Chair on language regarding an incident with Nancy Sidebotham and Suzanne Robinson – requesting that the Board direct the Chair send the request to remove Ms. Sidebotham to the Neighborhood Watch Steering Committee and if no action is taken then to the City Council. He also requested that the public records for NCPC certifications be sent to the City Clerk for public inspection.

Richard Belew (09X) - minutes from the last meeting – process for re-certification, questioned why only one beat was listed, he wants to ensure that the recertification process is revisited. He encouraged that the community be made aware of the work done by the CPAB. Wants to have the alternate locations of the meeting be listed on the city website. He would also like a roster of the CPAB members listed and an email address listed. He also noted that the February 5th meeting minutes were not attached to the agenda. Requested the CPAB agenda be listed on Legistar.

2. Minutes:

Richard Belew (09X) – Suzanne Robinson item under Open Forum be corrected to reflect that it should read NCPC not NSC.

Board member Dalke requested that the Deputy Chief Armstrong item be corrected to reflect that the Neighborhood Services Manager position has been deleted; that Captain Bolton's report date be correct to June 2019 to 2020 and suggested that the Board receive the DRAFT minutes in advance to make corrections in advance of the meeting. Board Chair Singh noted that the request will be added to a log of "Parking Lot" items.

Motion made to approve the minutes with the noted corrections by Board member Bradford and seconded by Board member Dalke. All approved.

3. Elections of Officers and Committee Appointments:

Chair Singh noted that the Board has 3 standing committees: Programs, Resource and Finance requested nominations

Finance Committee Nominees

Ettlinger, nominated by Bradford

Hawthorn, self-nominated

All approved

Resource Committee Nominees

Dalke, nominated by Bradford

Wong, self-nominated

Sidebotham, self-nominated

All Approved

Program Committee Nominees

Lerma, nominated by Bradford

McPherson, recording unclear

Dalke, recording unclear

Davis, recording unclear

All Approved

Vice Chair Nominees

McPherson, recording unclear, approved

Singh Declined

Chair Nominees

Singh, nominated by McPherson, Singh remains Chair until further notice

Ettlinger, recording unclear, declined

4. **Oakland Police Department Update:**

Oakland Police Department Update – Deputy Chief Armstrong

Mayor made the decision to release Chief Kirkpatrick, Chief Allison is Acting until a search is done.

Has worked with the Police Commission on Policy updates and the Department is stable and staff is committed.

Police Academy in February graduated 28 new officers bringing total officers to 752, 792 is fully staffed, currently 40 short of full staffing. An Academy is in progress with 28 Officers. 3rd Academy in 2020 is pending council approval.

Neighborhood Services Coordinator Supervisor is pending HR approval.

Summit is supported and OPD Executive team has met with Board-members Lerma and McPherson and has directed staff has been advised to assist and will leverage OPD resources.

Has put the Community Policing Policy on the Police Commission agenda for an upcoming meeting. Encouraged CPAB members to participate in the meeting for the final stage of the approval process.

Question/Singh - Can you ensure that the Interim Police Chief attends an upcoming CPAB meeting (April or May)?

Answer - Yes when the Interim is named

Question/Dalke - NSC Training status, is there agenda that can be shared?

Answer - Yes, it is moving forward and Ravinder will be a speaker, when the final agenda is approved a copy will be shared with the CPAB.

Question/Dalke – Can other members of the board be included to make suggestions? *Additional comments inaudible.*

Answer – Chair Singh will confer with DC Armstrong, 2-day training March 30 & 31, 2020.

Speaker: Cathy Leonard (10Y) – urged attendance of the Police Chief, ordinance mandates that the Chief appear. Department went back under Kirkpatrick 5 additional tasks added under the NSA has been in effect for 17 years and million dollars of dollars and OPD needs to move forward for the Police Department and the citizens of Oakland

Board member Hawthorn - Believe that the Monitor and Compliance Director is not incented to settle the NSA and suggested that “Warshaw” be removed as the Compliance Director.

DC Armstrong responded that Chief Kirkpatrick did attend the December or January CPAB meeting.

Board member Bradford – noted that it was an honor to work with DC Armstrong for 4 years – wants Empowerment Course training with Gilbert and would like more trainings.

Board member Dalke requested that board member comments be contained to agenda items.

Neighborhood Services Update:

Felicia Verdin, Community Programs Supervisor in the Neighborhood Services Section – OPD

Supervisor Position Vacancy – Araina Richards is current Acting Supervisor - will rotate to Renee Sykes and Ana Martinez.

1 Vacancy for Cantonese speaking Neighbor Coordinator – list is under review and interviews should begin in a week or so.

Neighborhood Services Goals for 2020:

- a. Attend Neighborhood Crime Prevention Council meetings – citywide
- b. Revitalize the Neighborhood Watch program
- c. Promote National Night Out – August 4th – 1st Tuesday in August
- d. Staff, including 2 new coordinators will OPD training
- e. Neighborhood Services Section Retreat
- f. Coordinate Coffee with a COP series in Montclair

Question/Dalke – is there an update of the 2019 Annual Report requested at the last meeting.

Answer – is it in progress and will be distributed at the April meeting.

Question/Tran (?) - what are the locations for Coffee with a COP? Is it funded?

Answer – Neighborhood /services funds, various locations, will go where invited.

Question/Tran (?) – Wants culturally relevant events tea and not coffee?

Answer - will go where invited

5. Introduction two new board members (Mayoral Appointees):

- a. Yonas Gebremicael – provided a brief introduction
- b. Creighton Davis – provided a brief introduction

Current Board member introductions skipped due to time – New member Orientation will be scheduled.

6. Action on NCPC Recertification:

- a. 27Y – Chair Singh clarified that the NCPC’s certified at the February meeting and the one on tonight’s agenda remained from the last recertifications done by the Board and are not new recertifications.
- b. Previous policy was and is being followed. Resource Committee makes a recommendation on NCPC’s to recertify to the board – the chair reviews and approves and the board votes.
- c. 30Y is pending and at the discretion of the Chair, recertification documents will not be accepted by the previous committee, the newly constituted committee steering will need to submit. And is an issue for the board. Time frame for submitting documents will be added to the “Parking Lot” for a future agenda.

7. Committee Updates:

- a. Program Committee: CPAB 2020 Leadership Forum Update:

Board member Lerma – to bring together all NCPC’s in one setting, to build community and a network to remove silos and address individual NCPC issues. A Sketch of the day was provided to the Board and Board member Lerma requested that input be provided to the committee for comments.

Board member Dalke stated that the Forum will assist NCPC’s to work more effectively with OPD to serve their communities and effectively solve problems.

Board member Tran – there are many Oakland’s....and the forum will include all.

Board member McPherson – will be looking to Train the Leaders of NCPC’s.

Board member Lerma would like each Board member to be an Ambassador at the forum.

Speaker – Mike Ubell (sp) (12X 13Y) – Agenda needs to include time for discussion and the policy should be moved to the beginning of the meeting so that it could guide the discussion.

Speaker – Felicia Verdin – Leadership training was done previously and a curriculum was developed and all Neighborhood Services Coordinator train NCPC chairs, and stated that the Neighborhood Services staff will work with the Committee to plan and participate at the event (even on the weekend)

- b. **Finance Committee: NCPC 2020 Leadership Forum Letter:**

Vice Chair Bradford provided Board members with a letter and staff was instructed to provide a copy to all Council members and the Mayor for approximately for \$1250 each from their discretionary funds. Board members be an advocate and will reach out to their council member to request financial support and commitment to participate. Goal is approximately \$10,000.00.

- c. **NCPC Resource Committee:**

Board member Sidebotham - no report

8. Approval of Annual Report to City Council:

Report was previously approved title is incorrect. Ravinder provided copy to all board member and requested that any edits or revisions be provided to him directly.

9. Discussion of format for monthly reports from OPD and Neighborhood Services:

Board member Hawthorn – Intention is to create routine and process on reports – definitive reports are needed.

1. # of NCPC's meeting held each month
2. # of attendees
3. Major problems discussed
4. Successes

Board member Dalke – agreed with the suggestions.

Board member McPherson - information should be compiled monthly to show a trend and any impacts.

Board member Davis(?) - should be provided in advance of the meeting for review.

Board member Ettliger – Does this proposal work for Neighborhood Services.

Chair Singh will seek their opinion.

Board member Dalke suggested that the reports be submitted for 2 months.

Vice Chair Bradford encouraged each board member to attend their NCPC meeting.

Chair Singh has incorporated NCPC meetings in the annual report.

No decision made on the OPD report Chair Singh asked board members to send him suggestions.

Board member Dalke recommended that their report should assist the board with their role.

Board member Dalke – suggested that the meetings should not be rushed and should be longer if necessary.

Chair Singh will increase the time frame of the meetings

Board member Wong – 5 OPD districts – 6 council members – any NCPC meetings can be attended

10. Grievance and Complaint policies and procedures: Discussion

Discussion of how Board handles process of complaints made against Board members

Chair Singh noted that there is no process of the CPAB to handle complaints – Hawthorn noted each member's binder has a form – Singh noted that there is a form, but no process. Staff member Gilmore was unable to find any history of the document. Board member Ettliger noted that the form relates to NCPC's and not Board members.

Vice Chair Bradford suggested that an Ad Hoc Committee to explore the form and to develop a process and procedure. Staff was instructed to discuss with former staff member. The Ad Hoc Committee will work with staff to uncover the history.

Board member Tran – stated that the meetings feel rushed. Chair Singh moved the item to the "Parking Lot" for a future discussion. Singh returned the conversation to the complaints received.

Board member Dalke noted that he contacted the City Attorney's office was directed to staff. He requested that a formal request be made and that all responses to the Board be in writing from the City Attorney. Staff read a response from the City Attorney and reported on the direction from the City Administrator on the issue. Reso 79235 provides guidance. Dalke requested to see the section. Dalke requested a Copy of the email from the City Attorney, staff will inquire and follow the City Attorney's instruction.

Board member Lerma – create a simple ABC approach

Board member Hawthorn – returned to the recommendation of an Ad Hoc committee – and stated her support.

Board member McPherson – there may be a legal liability for individuals and the City.

Chair Singh made a motion to create an Ad Hoc committee to consider complaints policies and procedures, Seconded by (?). All approved. Section 4 of the bylaws.

Ad Hoc Committee members - Hawthorn, McPherson, Wong, Dalke

Board member Davis – noted that Section 4 of the bylaws speaks to this topic

Speaker – 2 minutes

Stephanie Hayden (27X) Fear of a lawsuit should not condone polite behavior. Suggested that Community members should be included.

Cathy Leonard (10Y) – the issue needs to be addressed

11. Chair’s Report (Ravinder):

No report

12. Staff Report: (Tonya) Staff Liaison to the Board

Updating of documents

All contact and correspondence with staff or consultants must be directed to the Board staff person.

Chair Singh noted that the Chair is the only official spokesperson for the Board.

Card was presented to outgoing Vice Chair Bradford.

13. Agenda Building: (Board):

- a. Forum
- b. Finance for the Forum
- c. Ad Hoc Committee on Compliant Policy and Procedures report on their progress for April Meeting
- d. Invitation of OPD Police Chief
- e. NSC Training
- f. 30Y Timeline
- g. Recertification Update from new Resource Committee – will be an agenda item – separate from the regular Committee reports.
- h. Suggestion that Open Forum for Board Members
- i. Add Committee Members to the agenda

Next Meeting - April 1, 2020, 6:00pm

Oakland City Hall, 1 Frank Ogawa Plaza, 1st floor, Hearing Room 3, Oakland, CA 94612