



## Discipline Matrix Ad Hoc Meeting Minutes (3/5/2025)

### Meeting Minutes

**Time:** 6:09 PM - 7:34 PM

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#### **Attendees:**

- **Chair:** Ricardo Garcia-Acosta
  - **Acting Captain:** Bryan Hubbard
  - **Deacon:** Reginald Lyles
  - **Chair Emeritus:** Marsha Carpenter Peterson
  - **Community Member:** Cathy Leonard
  - **Chief of Staff:** Mykah Montgomery
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#### **Main Topics Discussed**

1. Clarification of Off-Duty Behavior During Medical Leave
2. Accountability Regarding Light Duty Assignments
3. Evaluation of Policy Language on Personal Preferment
4. Retaliation and Accountability of Supervisors
5. Refusal to Accept or Refer a Complaint (Class 1 Violations)
6. Class 2 Violations Planning and Next Phase
7. Policy Review and Submission Workflow
8. Next Steps for Chief and Stakeholder Review
9. Importance of Discipline Matrix Alignment
10. Anticipated Stakeholder Engagement

11. Ensuring Ad Hoc Committee Involvement Post Submission
  12. Preparation of Summary Memo
  13. Upcoming Mayoral Town Hall Considerations
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### **Questions and Concerns Raised:**

- Should off-duty activities during medical leave be scrutinized?
  - How should light-duty eligibility be determined, and are there consistent practices across the department?
  - Is the language regarding “personal preferment” still relevant or outdated?
  - Should hiring influence from political or external parties be more clearly addressed in the policy?
  - What constitutes sufficient corrective action regarding supervisor accountability in retaliation cases?
  - Should the responsibility to report retaliation be explicitly assigned to Internal Affairs?
  - Is there ambiguity between supervisor-imposed corrective actions and formal Internal Affairs procedures?
  - Should reporting timelines (e.g., 24 hours) for retaliation be explicitly stated?
  - How does internal vs. external influence factor into promotional or hiring decisions?
  - What process ensures the Ad Hoc Committee remains involved post-handoff?
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### **Suggestions and Recommendations:**

- Case-by-case discretion should remain key for assessing incidents like off-duty activity during medical leave.
- Include explicit language about supervisor responsibility to report retaliation to Internal Affairs.
- Clarify ambiguity in policy by removing repetitive and outdated language.
- Summarize key policy changes in a memo to the Chief and relevant stakeholders.
- Proceed with a bifurcated approach: submit Class 1 work for review while continuing on Class 2.

- Keep the Ad Hoc Committee involved in any post-review negotiations or edits.
  - Emphasize that discipline matrix discussions are critical to final implementation and need broader stakeholder input.
  - Align terminology and reporting protocols with established guidelines (e.g., “reporting to competent authority”).
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### **Next Steps:**

1. Bryan Hubbard to draft summary memo explaining purpose, scope, and highlights of Class 1 work.
  2. Ad Hoc Committee members to review the memo prior to next meeting and provide feedback.
  3. Begin work on Class 2 violations concurrently while Class 1 is under stakeholder review.
  4. Submit Class 1 work and memo to Chief, City Attorney, plaintiff attorneys, monitoring team, and labor unions (including POA).
  5. Ensure Commission remains involved in post-review discussion and any required negotiations.
  6. Confirm plan for discipline matrix integration in subsequent review phases.
  7. Prepare for input from the Office of Inspector General (OIG) and other oversight bodies on implementation.
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### **Adjournment**