

Community Police Review Commission Memorandum

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS DATE: SEPTEMBER 25, 2024

FROM: CITY MANAGER'S OFFICE WARDS: ALL

SUBJECT: DISCUSS THE ABSENCE OF COMMISSIONER HIRALES FROM AUGUST 28.

2024, REGULAR MEETING OF COMMUNITY POLICE REVIEW COMMISSION

ISSUE:

Discuss the absence of Commissioner Hirales from August 28, 2024, regular meeting of the Community Police Review Commission.

RECOMMENDATION:

That the Community Police Review Commission discuss the absence of Commissioner Hirales from the August 28, 2024, regular meeting of the Community Police Review Commission.

BACKGROUND:

Pursuant to the Board/Commission Attendance Policy Resolution No. 23618, Board Members shall make every effort to notify the administrative staff 24 hours prior to any regular meeting of his/her intent not to attend said meeting. The Commission is required to express in its official minutes if the absence of the Commission Member is excused or unexcused.

Pursuant to City Charter Section 805, if a member of a Board or Commission is absent from three consecutive regular meetings unless by permission of the Board or Commission expressed in its official minutes, the City Council can declare the office vacant.

DISCUSSION:

Staff did not receive notification that Commissioner Hirales would not attend the August 28, 2024, regular meeting within 24hrs.

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Prepared by: Ruby Leann Castillo, Principal Management Analyst