



City of Arts & Innovation

Community Police Review Commission Memorandum

TO: COMMUNITY POLICE REVIEW COMMISSION DATE: FEBRUARY 25, 2026

FROM: CITY MANAGER'S OFFICE WARDS: ALL

**SUBJECT: ESTABLISHMENT OF AN AD HOC COMMITTEE TO PROVIDE INPUT ON
RIVERSIDE POLICE DEPARTMENT COMPLIANT POLICY AND PROCEDURE**

ISSUE:

Establishment of an ad hoc committee to provide input on Riverside Police Department complaint policy and procedure.

RECOMMENDATIONS:

That the Community Police Review Commission:

1. Approve the establishment of an ad hoc committee with the specific purpose of reviewing and providing input on proposed updates to the Riverside Police Department complaint policy and procedure;
2. Appoint three commissioners to serve on the ad hoc committee; and
3. Direct that the ad hoc committee be of limited duration and dissolve automatically upon completion of its assigned purpose

BACKGROUND:

Riverside Police Department (RPD) has advised that it is currently updating its complaint policy and related procedures and has requested input from members of the Community Police Review Commission prior to finalizing those updates. This request is consistent with the Commission's advisory role and supports transparency, accountability, and public confidence in the complaint process.

DISCUSSION:

The proposed ad hoc committee would meet the established criteria by:

- **Specific Purpose:** Reviewing and providing commission input on RPD's proposed updates to its complaint policy and procedures;
- **Limited Duration:** Operating only for the period necessary to complete the review and provide feedback, and dissolving automatically once that purpose is fulfilled; and
- **Membership:** Consisting of three commissioners.

The ad hoc committee would serve in an advisory capacity only and would not have independent decision-making authority. Its role would be limited to reviewing draft materials, discussing procedural considerations with RPD command staff, and conveying feedback prior to finalization of the policy updates. Any recommendations or concerns of broader significance may be brought back to the full commission for consideration on a scheduled meeting.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

Approved by: Ruby Leann Castillo, CPRC Manager