Community Police Review Commission Memorandum

City of Arts & Innovation

TO: COMMUNITY POLICE REVIEW COMMISSION   **DATE:** AUGUST 28, 2024

FROM: CITY MANAGER'S OFFICE   **WARDS:** ALL

SUBJECT: REVIEW APPROVED 2024 WORKPLAN FOR THE COMMUNITY POLICE REVIEW COMMISSION AND PROVIDE AN UPDATE

ISSUE:

Review the approved 2024 Workplan for the Community Police Review Commission and provide an update.

RECOMMENDATIONS:

That the Community Police Review Commission:

1. Review the approved 2024 Workplan; and

2. Use the Workplan Update Worksheet to review the 2024 Workplan and provide a status update on each goal.

BACKGROUND:

To ensure the work of boards and commissions aligns with the City Charter and Envision Riverside 2025 Strategic Plan, the City Manager's Office requested each board or commission to develop an Annual Workplan. Each workplan was submitted to the respective City Council Standing Committee for review and approval. On December 20, 2023, the Safety Wellness, and Youth Committee approved the 2024 Workplan for the Community Police Review Commission (CPRC).

DISCUSSION:

The Community Police Review Commission (Commission) was created to promote public confidence in the professionalism and accountability of the sworn staff of the Riverside Police Department. This is achieved by independently reviewing citizen complaint investigations, recommending changes in departmental policy, engaging in on-going public outreach, and, when deemed appropriate by the Commission or Manager, conducting an independent investigation of citizen complaints.

Section 810 of the Riverside City Charter identifies the Community Police Review Commission shall have the power and duty to:

a) Advise the Mayor and City Council on all police/community relations issues.
b) Conduct public outreach to educate the community on the purpose of the commission.
c) Receive, and in its discretion, review and investigate citizen complaints against officers of the Riverside Police Department filed within six months of the date of the alleged misconduct in writing with the commission or any other City office as established by ordinance of the City Council.
d) Review and investigate the death of any individual arising out of or in connection with actions of a police officer, regardless of whether a complaint regarding such death has been filed.
e) Conduct a hearing on filed complaints or commission-initiated investigations when such hearing, in the discretion of the commission, will facilitate the fact finding process.
f) Exercise the power of subpoena to require the attendance of witnesses, including persons employed by the City of Riverside, and the production of books and papers pertinent to the investigation and to administer oaths to such witnesses and to take testimony to the extent permissible by law. Subpoenas shall only be issued by the commission upon the affirmative vote of six commission members.
g) Make findings concerning allegations contained in the filed complaint to the City Manager and Police Chief.
h) Review and advise the Riverside Police Department in matters pertaining to police policies and practices.
i) Prepare and submit an annual report to the Mayor and City Council on commission activities.

2024 Workplan Objectives and Goals for the Community Police Review Commission include:

1. Ensure all Wards are represented at Community Police Review Commission meetings by establishing a commissioner attendance of 80%.
2. Achieve a 90% review rate of case files to ensure effective review of citizen complaints prior to commission meetings.
3. Achieve a 100% review rate of case files and rationale sheet submission of Officer-Involved Death cases.
4. Engage with community by completing Ward specific Outreach efforts quarterly and City-wide Outreach efforts no less than twice a year.
5. Report Commission performance quarterly and ensure all commissioners annually complete a Ride-A-Long.

Approved by: Ruby Leann Castillo, Principal Management Analyst

Attached: 2024 CPRC Workplan
                      CPRC Workplan Update Worksheet
                      2024 CPRC Workplan Data