



Safety, Wellness, and Youth Committee Memorandum

City of Arts & Innovation

**TO: SAFETY, WELLNESS, AND YOUTH
COMMITTEE**

DATE: MARCH 19, 2025

FROM: CITY MANAGER'S OFFICE

WARDS: ALL

**SUBJECT: RECEIVE A PRESENTATION ON THE 2024 WORKPLAN AND APPROVE THE
PROPOSED 2025 WORKPLAN FOR THE COMMUNITY POLICE REVIEW
COMMISSION**

ISSUE:

Receive a presentation on the 2024 Workplan and approve the proposed 2025 Workplan for the Community Police Review Commission (CPRC).

RECOMMENDATION:

That the Safety, Wellness, and Youth Committee approve the proposed 2025 Workplan for the Community Police Review Commission.

BACKGROUND

To ensure the work of boards and commissions align 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 will be taken to the respective City Council Standing Committee for review and approval with the workplans earmarked to begin in March 2024 and conclude in February 2025.

DISCUSSION:

The purpose of this report is to provide the Committee with an update on the CPRC 2024 Workplan and seek approval for the proposed 2025 Workplan. The CPRC Chair, Norma Berrellez will present an overview of the commission's progress in 2024, highlighting key accomplishments and ongoing efforts to enhance community engagement, case review efficiency, and commissioner participation.

The 2025 Workplan remains consistent with the prior year, maintaining focus on key objectives such as ensuring ward presentation in meetings, timely and thorough case reviews, and proactive community outreach. The committee's approval will allow the commission to continue its efforts in creating transparency, accountability, and public trust in law enforcement oversight.

Community Police Review Commission

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

2025 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.

STRATEGIC PLAN ALIGNMENT:

This item contributes to:

Strategic Priority No. 2 Community Well Being – Ensure safe and inclusive neighborhoods where everyone can thrive.

Goals 2.4 Supporting programs and innovations that enhance community safety, encourage neighborhood engagement and build public trust.

As well as **Strategic Priority and No. 5 High Performing Government** – Provide world class public service that is efficient, accessible and responsive to all.

Goal 5.2 Utilize technology, data, and process improvement strategies to increase efficiencies, guide decision making, and ensure services are accessible and distributed equitably throughout all geographic areas of the City;

Goal 5.3 Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making; and

Goal 5.5 Foster a culture of safety, well-being, resilience, sustainability, diversity, and inclusion across the city organization.

This item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The CPRC plays a vital role in creating transparency and accountability in law enforcement oversight, which is essential to building and maintaining public trust. The commission’s commitment to reviewing citizen complaints, conducting independent investigations when necessary, and engaging in proactive outreach efforts ensures that the community is informed and involved in public safety matters.
2. **Equity** – The CPRC Workplan prioritizes equitable representation by ensuring all wards have consistent commissioner participation (80% attendance rate). Additionally, targeted outreach efforts at the ward level and city-wide engagement activities promote inclusivity and accessibility, ensuring diverse voices are heard in police oversight matters.
3. **Fiscal Responsibility** - The commission’s structured approach to reviewing case files and performance reporting enhances efficiency in resource allocation. The 90% review rate goal for citizen complaints and 100% review rate for officer-involved death cases demonstrate a commitment to ensuring thorough and responsible oversight without unnecessary expenditures.
4. **Innovation** – The commission utilizes data-driven strategies to guide decision-making, as reflected in its performance reporting and case review processes.
5. **Sustainability & Resiliency** - By institutionalizing community engagement and training (e.g., required ride-along for commissioners), the CPRC builds long-term resilience in public safety oversight. The structured approach to outreach and engagement ensures that public trust efforts are sustained beyond individual commission members’ terms, creating a lasting culture of accountability and responsiveness.

FISCAL IMPACT:

There is no fiscal impact associate with this report.

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Attachment: City Charter Section 810 – Community Police Review Commission
CPRC 2024 Workplan with updates
CPRC 2025 Workplan
Presentation