



*City of Arts & Innovation*

# Community Police Review Commission Memorandum

---

**TO: COMMUNITY POLICE REVIEW COMMISSION      DATE: MAY 22, 2019**

**FROM: OFFICE OF THE CITY MANAGER      WARDS: ALL**

**SUBJECT: COMMUNITY POLICE REVIEW COMMISSION OUTREACH STANDING  
COMMITTEE TO BE AN AD HOC COMMITTEE - AMENDMENT TO BY-LAWS  
ARTICLE VII, SECTION THREE**

## **ISSUE:**

Receive information and determine if the Community Police Review Commission Outreach Standing Committee is to be an Ad Hoc Committee.

## **RECOMMENDATION:**

That the Community Police Review Commission:

1. Receive information about the definitions and differences of a Standing Committee and an Ad Hoc Committee;
2. Determine that the Community Police Review Commission Outreach Standing Committee is to be an Ad Hoc Committee; and
3. Approve an amendment to Article VII, Section 3, of the Community Police Review Commission By-Laws respective of changing the status of the Outreach Standing Committee to be an Ad Hoc Committee.

## **BACKGROUND:**

On November 14, 2018, Community Police Review Board (CPRC) established the CPRC Outreach Standing Committee and updated Article VII of the CPRC By-Laws respective of changing the status of the Outreach Standing Committee to be an Ad Hoc Committee.

## **DISCUSSION:**

On April 24, 2019, at the regularly scheduled CPRC meeting, Commissioner Smith requested an agenda item for the regularly scheduled CPRC meeting in May to discuss transitioning the Outreach Standing Committee to an Ad Hoc Committee.

**Standing Committees** are composed of less commissioners than a quorum and are subject to the Brown Act. They have either:

- a. A continuing subject matter jurisdiction; or
- b. A meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body (for CPRC, this is accomplished through the By-Laws)

**Ad Hoc Committees:** A temporary advisory committee composed solely of less than a quorum of the legislative body. It serves a limited or single purpose, that is not perpetual, and that will be dissolved once its specific task is completed. These committees are not subject to the Brown Act.

If approved for the Outreach Committee to be an Ad Hoc Committee, the proposed edit to the Article VII, Section 3, of the CPRC By-Laws is:

Section 3. All Commission meetings and standing committees meetings shall be open to the public and, whenever possible, shall be held in a City-owned facility. Notice shall be given to the public prior to convening of any meeting in accordance with the Brown Act, §54950 et seq. of the California Government Code and any other notice law, including City ordinances. ~~Outreach Standing Committee shall meet every other month, unless otherwise agreed upon in advance by the Standing Committee.~~

Approved by: Carlie Myers, Deputy City Manager/CPRC Manager