



*City of Arts & Innovation*

# Community Police Review Commission Memorandum

**TO: COMMUNITY POLICE REVIEW COMMISSION**      **DATE: JANUARY 22, 2025**

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

**SUBJECT: REVIEW THE RESULTS OF THE APPROVED 2024 COMMUNITY POLICE REVIEW COMMISSION (CPRC) WORKPLAN, DEVELOP THE 2025 WORKPLAN, AND COORDINATE WITH THE CPRC CHAIR OR DEGINEE TO SELECT A PRESENTATION DATE FOR THE SAFETY, WELLNESS, AND YOUTH COMMITTEE.**

## **ISSUE:**

Review the results of the approved 2024 Community Police Review Commission (CPRC) Workplan, develop the 2025 Workplan, and coordinate with the CPRC Chair or designee to select a presentation date for the Safety, Wellness, and Youth Committee.

## **RECOMMENDATIONS:**

That the Community Police Review Commission:

1. Review the 2024 Workplan outcomes;
2. Develop the 2025 Workplan; and
3. Select a presentation date for the Safety, Wellness, and Youth Committee.

## **BACKGROUND:**

To align with the City Charter and Envision Riverside 2025 Strategic Plan, the City Manager's Office requires each board and commission to submit an Annual Workplan for review and approval. On December 20, 2023, the Safety, Wellness, and Youth Committee approved the CPRC's 2024 Workplan.

## **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.

**The 2024 Workplan objectives, goals, and results for the Community Police Review Commission include:**

**1. Ensure All Wards are Represented at Meetings:**

The goal was to establish an 80% commissioner attendance rate at CPRC meetings to ensure all Wards are adequately represented. The CPRC successfully maintained an average attendance rate of 81% throughout 2024.

**2. Review Citizen Complaints Effectively:**

The objective was to achieve a 90% review rate of case files to facilitate effective discussion of citizen complaints before commission meetings. As of December 2024, the CPRC has reviewed and discussed 22 of 24 closed session cases, achieving a 91% review rate.

**3. Review Officer-Involved Death Cases:**

The target was a 100% review rate of case files and rationale sheets submissions for officer-involved death cases. In 2024, the CPRC reviewed two cases:

- The first case achieved a 100% completion rate for rationale sheets.
- The second case achieved an 86% completion rate for rationale sheets.

**4. Community Engagement:**

The CPRC aimed to complete Ward-specific outreach efforts quarterly and City-wide outreach efforts at least twice annually. Ride-A-Longs had limited participation with only

three commissioners participating. There was sparse engagement overall, with notable participation in specific events like the Deaf Festival, the RPD Swearing-In ceremony, Civil Rights Institute, and the Nacole Conference. Many months show no engagement or activity, some commissioners resigned mid-year, and several meetings were cancelled due to lack of quorum that community engagement may not have been reported.

#### **5. Report Performance and Conduct Ride-Alongs:**

The goal was to report on the Commission performance quarterly and ensure all commissioners completed at least one ride-along annually. In 2024, three commissions successfully completed a ride-along.

To support the CPRC in achieving the objectives outlined by the City Council, a workplan has been developed to guide its activities. The 2025 Workplan may either remain consistent with the 2024 plan or be modified based on the Commission's preference.

The Chair of the CPRC is scheduled to present the draft 2025 workplan to the Safety, Wellness, and Youth Committed on either February 19, 2025, at 1:00 p.m. or March 19, 2025, at 1:00 p.m. The presentation will take place at the Art Pick Council Chambers.

Approved by: Ruby Leann Castillo, Principal Management Analyst

Attached: 2024 CPRC Workplan  
CPRC Workplan Update Worksheet