



City of Arts & Innovation

Community Police Review Commission

TO: COMMUNITY POLICE REVIEW COMMISSION DATE: DECEMBER 10, 2025

FROM: CITY MANAGER'S OFFICE WARDS: ALL

SUBJECT: TRAINING ON THE INTERNAL AFFAIRS INVESTIGATIVE PROCESS

ISSUE:

Training on Various Police Investigative Procedures and Topics

RECOMMENDATIONS:

That the Community Police Review Commission (CPRC) select two dates for a police training session covering the following topics (< 2 hours):

1. Internal Affairs (IA) Staff Introductions
2. The Riverside Police Department (RPD) IA Overview
3. The RPD IA Investigative Process and workflow of investigating a complaint
4. Investigative Considerations
5. Investigation Disposition review

BACKGROUND:

Due to the addition of several new CPRC Commissioners, the Riverside Police Department would like to invite members of the CPRC to attend a training session to introduce IA staff and discuss investigative considerations when navigating the administrative process.

DISCUSSION:

The proposed training sessions will offer detailed, interactive classroom presentations to further explain the administrative process IA uses to investigate citizen complaints and Officer Involved Deaths (OID). Each session will be less than two hours in length. To ensure compliance with the Brown Act, the commissioners will be divided into groups of no more than four members.

The Commission is requested to select two of the most suitable dates from the following options and for each commissioner to sign up for one of these sessions:

- Tuesday, January 13, 2026 at 10:00 am
- Tuesday, January 13, 2026 at 2:00 pm
- Thursday, January 15, 2026 at 10:00 am
- Thursday, January 15, 2026 at 2:00 pm

Coordination with Riverside Police Department staff will be required to ensure the logistics of these training sessions. It is important that commissioners commit to a scheduled time for the training. Please review the available time slots in the table below and indicate your preferred start time for the training sessions.

Training	Start Time	End Time		Commissioner
Session 1 Classroom Scenarios	TBD	TBD	1	
			2	
			3	
			4	
Session 2 Classroom Scenarios	TBD	TBD	1	
			2	
			3	
			4	

FISCAL IMPACT:

There is no fiscal impact associated with this report.

Approved by: Ruby Leann Castillo, Principal Management Analyst