



AGENDA

COMMUNITY POLICE OVERSIGHT BOARD

A Regular Meeting via Teleconference

Wednesday, November 17, 2021 at 4:00 p.m.

City Council Chambers, La Mesa City Hall
8130 Allison Avenue, La Mesa, California

This meeting is being conducted utilizing teleconferencing and electronic means consistent with Government Code Section 54953, as amended by Assembly Bill 361, in relation to the COVID-19 State of Emergency and recommended social distancing measures.

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Copy and paste the webinar link into your internet browser if the webinar link does not work directly from the agenda.

Live Public Comments

To provide oral public comments during the meeting, join the Zoom meeting by computer, mobile phone, or dial in number. On Zoom video conference by computer or mobile phone, use the “Raise Hand” feature. This will notify the moderator that you wish to speak during a specific item on the agenda or during non-agenda Public Comment. Members of the public will not be shown on video but will be able to speak when called upon. If joining the meeting using the Zoom dial-in number, you may raise your hand by pressing *9. Comments will be limited to three (3) minutes. No further comments will be entertained after the Chair closes public comment.

Written Public Comments

Members of the public who wish to make public comments may submit their comments by email to be read aloud at the CPOB meeting by City staff. Email comments must be submitted to the City Clerk at comments@cityoflamesa.us by **2:00 p.m.** the day of the CPOB meeting and be no more than 300 words. Any language beyond the 300 words shall not be read during the CPOB meeting. The counting of words, for the purposes of public comment submissions, shall follow the same standards as set forth in Elections Code § 9 (see Attachment A). Please note in your email subject line either “public comment” for non-agenda Public Comment or the agenda item number related to the comment. All email comments shall be subject to the same rules as would otherwise govern speaker comments at the CPOB meeting. Form correspondence of identical content signed by different individuals shall be read aloud only once during the comment period. Immediately prior to the reading of such correspondence, the name of each signatory shall be stated aloud.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Members of the public may address the CPOB on subjects within the jurisdiction of the CPOB. Unless such subjects are contained within this agenda, there can be no discussion or action by the CPOB until a subsequent, publicly noticed meeting.

CURRENT BUSINESS

1. LA MESA POLICE DEPARTMENT UPDATES
2. UPDATED INDEPENDENT POLICE AUDITOR POLICIES AND PROCEDURES
3. DRAFT 2022 COMMUNITY POLICE OVERSIGHT BOARD WORKPLAN

STAFF AND BOARD MEMBER ANNOUNCEMENTS

ADJOURNMENT

Materials related to an item on this agenda submitted to the CPOB after distribution of the agenda packet are available for public inspection in the City Clerk's Office, 8130 Allison Avenue, during normal business hours.

Copies of the CPOB Agenda are posted for public review on the announcement boards located near the entrance to City Hall and the entrance to the Council Chambers, 8130 Allison Avenue, La Mesa, California, no less than seventy-two (72) hours prior to a meeting of the CPOB.

The City of La Mesa encourages the participation of disabled individuals in the services, activities and programs provided by the City. Individuals with disabilities, who require reasonable accommodation in order to participate in CPOB meetings, should contact the City's Americans with Disabilities Act (ADA) Coordinator, Rida Freeman, Director of Administrative Services, 48 hours prior to the meeting at 619.667.1175, fax 619.667.1163, or rfreeman@cityoflamesa.us.

State of California**ELECTIONS CODE****Section 9**

9. (a) Counting of words, for purposes of this code, shall be as follows:
- (1) Punctuation is not counted.
 - (2) Each word shall be counted as one word except as specified in this section.
 - (3) All proper nouns, including geographical names, shall be considered as one word; for example, "City and County of San Francisco" shall be counted as one word.
 - (4) Each abbreviation for a word, phrase, or expression shall be counted as one word.
 - (5) Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
 - (6) Dates shall be counted as one word.
 - (7) Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as "one," shall be considered as a separate word or words. "One" shall be counted as one word whereas "one hundred" shall be counted as two words. "100" shall be counted as one word.
 - (8) Telephone numbers shall be counted as one word.
 - (9) Internet Web site addresses shall be counted as one word.
- (b) This section shall not apply to counting words for ballot designations under Section 13107.

(Amended by Stats. 2014, Ch. 697, Sec. 3. (SB 1253) Effective January 1, 2015.)

**PROCEDURES
of the
City of La Mesa
Community Police Oversight Board
for Complaint Intake, Audit Handling, and Reporting**

ARTICLE I – DEFINITIONS

Allegation of Misconduct. An accusation against a La Mesa Police Department (“LMPD”) sworn officer of a violation of the law or failure to comply with the LMPD’s policies and procedures.

CPOB. Community Police Oversight Board.

Complaint. A Complaint is a statement filed by an aggrieved person that alleges misconduct by a sworn officer of the La Mesa Police Department. Complaints may be initiated in writing, in person, by mail, by telephone, by email, or through the CPOB website, and may be submitted to the CPOB, IPA, or LMPD. LMPD or an employee of the LMPD may also file a Complaint alleging misconduct by an officer. These are known as internally generated complaints.

Complainant. A Complainant is any person who files a Complaint with the CPOB, IPA, or LMPD.

Department. The Department refers to La Mesa Police Department or “LMPD.”

IPA. Independent Police Auditor.

ARTICLE II – FILING COMPLAINTS

A community member may file a Complaint regarding alleged misconduct by a Department officer to the CPOB, IPA, or the LMPD.

Section 1. The Complaint Form

- (a) The CPOB shall make a complaint form available at City Hall and on its website.
- (b) The CPOB shall publish instructions for filing a Complaint on its website. The complaint form itself must also indicate how it may be filed.
- (c) The CPOB shall establish a secure, accessible public drop box at the City Clerk’s Office for receiving Complaints.

- (d) This procedure shall not be construed as interfering with the LMPD's own procedures for receiving Complaints, with whom a community member may file a Complaint directly.

**ARTICLE III –
INTAKE ACTIONS ON COMPLAINTS
RECEIVED DIRECTLY BY THE CPOB OR IPA**

Section 1. Receipt of Complaints

The CPOB may directly receive Complaints in one of several ways: by online submission or email, by submission to the CPOB public drop box, or via the IPA. The IPA shall forward a copy of all Complaints he or she receives directly to the CPOB complaint email address. Complaints made to the IPA can be made via email, phone, or in person.

Section 2. Registering of Complaints

- (a) The CPOB Chair shall designate, on a rotating annual basis, a CPOB member to ensure all Complaints directly received by the CPOB are delivered to the IPA and Chief of Police.
- (b) The IPA shall maintain a Complaint-tracking database that organizes Complaints by category type, by Complainant, and by tracking number. The IPA shall use the Complaint-tracking database to document the receipt, status, and disposition of all Complaints. The LMPD shall provide to the IPA its Internal Affairs Complaint number, for ease of tracking with a common number.
- (c) The CPOB shall have access at all times to the Complaint-tracking database. In order to comply with all state laws requiring the confidentiality of police department records and information as well as the privacy rights of all individuals involved in the process, the IPA shall omit any confidential information that would identify the officer(s) who are the subject of the Complaint.

**ARTICLE IV –
INTAKE ACTIONS ON COMPLAINTS
REFERRED TO THE IPA BY THE LMPD**

Section 1. Registering of Complaints

- (a) Copies of all Complaints filed directly with the LMPD will be forwarded to the IPA.
- (b) Upon receipt of a Complaint from the LMPD, the IPA shall register the Complaint in the Complaint-tracking database. In order to comply with all state laws requiring the confidentiality of police department records and information as well as the privacy rights of all individuals involved in the process, the IPA

shall omit any confidential information that would identify the officer(s) who are the subject of the Complaint.

ARTICLE V – TRACKING COMPLAINTS AND INVESTIGATIONS

Section 1. Overview

- (a) The IPA shall, upon request, receive notifications of progress of pending investigations and be given an opportunity to review activity in pending investigations. The IPA shall also be notified by the LMPD of any new allegations of misconduct which are developed in the course of the investigation of the original allegations.
- (b) When the LMPD completes an investigation of a Complaint, the Chief of Police will notify the IPA and the Complainant as to the disposition, subject to Penal Code Section 832.7(f). LMPD will provide access to the IPA of all investigative steps, interviews, evidence and recordings so as to facilitate IPA's mandate to audit cases, as applicable.
- (c) Upon notification by the Chief of Police, the IPA shall update the Complaint-tracking database with the disposition of the Complaint:
 - 1. Unfounded: the alleged act did not occur.
 - 2. Exonerated: the alleged act occurred but was justified, legal, and proper.
 - 3. Not sustained: the investigation produced insufficient information to prove clearly or disprove the allegations.
 - 4. Sustained: the accused officer committed all or part of the alleged acts of misconduct.
- (d) Upon conclusion of the LMPD investigation, the IPA may request all relevant case files for review and a determination the investigation was thorough and complete.

Section 2. Reporting to the CPOB

- (a) At least quarterly, the CPOB shall receive reports from the IPA on the number of Complaints filed, the number of open investigations of Complaints, the disposition of and any action taken on filed Complaints, and the number of concluded investigations by LMPD. The report shall summarize all Complaints received by the IPA, the CPOB, and the LMPD.
- (b) As for any investigation that has been concluded and audited by the IPA since his or her last report, the report shall include the IPA's determination as to whether the investigation was thorough and complete, whether the IPA agrees

or disagrees with the finding(s), and any recommendations as set forth in Article VIII section (1)(b)(2).

- (c) The report to the CPOB shall also include the number of cases being audited by the IPA.

ARTICLE VI – AUDITS

Section 1. Automatic Audits

- (a) The IPA shall audit the LMPD investigation of an incident of use of force involving accidental discharge of weapons, officer-involved shootings, officer-involved deaths, or officer-involved interactions resulting in serious bodily injury.
- (b) The IPA shall have discretion to interview witnesses and shall have access to all LMPD files. All parties who have access to confidential information shall comply with all confidentiality requirements of LMPD, La Mesa, Government Code section 3300 *et seq.* (the California Public Safety Officers Procedural Bill of Rights), and all other state and federal laws. As part of conducting an audit, the IPA will interview the Chief of Police or the Chief's designee about the investigation that took place.

Section 2. Discretionary Audits

- (a) The IPA shall have the discretion to review any investigation(s) of a Complaint conducted by the LMPD to determine if the investigation was complete, thorough, objective, and fair. The IPA, at his or her discretion, shall have authority to monitor or recommend follow-up investigation into any citizen Complaint or allegations that is handled by LMPD.
- (b) The IPA shall have discretion to interview witnesses and shall have access to all LMPD files. All parties who have access to confidential information shall comply with all confidentiality requirements of LMPD, La Mesa, and all state and federal laws.
- (c) When the IPA does not exercise his or her discretion to review an investigation of a Complaint conducted by the LMPD, the CPOB may, in such circumstance, require a report with additional information from the IPA on that matter, and after consultation with the IPA, if necessary, initiate an audit.

Section 3. Audits of past incidents

- (a) The CPOB may request that the IPA audit the investigation of a past incident of use of force, harassment or discrimination, and make a determination as to whether it was thorough and complete. This review shall not impact the

disposition of the investigation but the IPA and the CPOB may make recommendations concerning the investigation.

- (b) All materials in the investigative file concerning the past incident shall be made available to the IPA. The IPA shall prepare a case summary for use during the public meeting of the CPOB that protects the confidentiality of the Complainant, witnesses, and the officer(s) involved.
- (c) The purpose of the CPOB's review of past incidents includes the following:
 - 1. Identify deficiencies in the complaint system (intake and classification);
 - 2. Develop recommendations for policies, procedures, practices, and training improvements;
 - 3. Make judgments about the quality of the investigation;
 - 4. Increase transparency by analyzing the rationale for the case disposition; and
 - 5. Increase transparency by the public discussion of a Complaint.

Section 4. Communication with Complainant

- (a) The LMPD shall inform the Complainant at the conclusion of the Internal Affairs investigation as to the disposition of the Complaint.
- (b) The CPOB shall use the IPA's quarterly reports to inform Complainants whether an audit has been initiated, when an audit has been completed, and the outcome of the audit. The CPOB shall develop a form for this communication that informs Complainants that the outcome of the IPA audit is advisory and cannot directly change the outcome of the Internal Affairs investigation or the Chief of Police's decision.
- (c) Nothing in this section shall prevent the CPOB from having communication with the Complainant during the pendency of the Internal Affairs investigation.

ARTICLE VII – VOLUNTARY MEDIATION PROGRAM

The CPOB, with the input of the IPA, shall develop a proposal for a voluntary alternative dispute resolution process for resolving those Complaints which involve conduct which may most appropriately be corrected or modified through less formal means. The CPOB shall present the proposal to the Chief of Police and City Council.

ARTICLE VIII – PROCEDURES FOR PROVIDING RECOMMENDATIONS AS TO COMPLAINTS OR SERIOUS INCIDENTS

Section 1. Receiving and Reviewing IPA Recommendations

- (a) Upon completion of an audit of an investigation, the IPA shall prepare a report of its audit. In so doing, the IPA shall comply with all state laws requiring the confidentiality of police department records and information as well as the privacy rights of all individuals involved in the process. To that end, the IPA shall ensure that an audit report contains no confidential identifying information about any officers. The IPA's findings shall be advisory and shall not directly change the outcome of the LMPD investigation or the Chief of Police's decision. No report to the CPOB shall contain the name of any individual police officer, unless permitted by law.
- (b) The audit report shall:
 1. Indicate and explain whether or not the Complaint disposition was supported by the evidence;
 2. Recommend that the LMPD reopen the investigation if it finds either:
 - i. The investigation was materially incomplete or inadequate and the IPA has reason to believe that further investigation is likely to reveal facts that could change the disposition; or
 - ii. The disposition reached by the LMPD is not supported by substantial evidence;
 3. State any recommendations regarding the handling of the Complaint and the investigation process; and
 4. Identify any other relevant policy, procedural or training issues for further consideration, and offer recommendations as appropriate.
- (c) Presentation of the audit report.
 1. The IPA shall meet with the CPOB at least once per quarter and present any completed audit reports from the previous quarter.
 2. In connection with the presentation of any completed audit reports, the IPA will present to the CPOB his or her formal conclusion regarding further investigation and processes.

The CPOB will have an opportunity to review and comment on the IPA's formal conclusion and any applicable recommendations.

Section 2. Delivery of Recommendations

If the CPOB votes to ratify the IPA recommendation with or without additional comment, the IPA shall deliver his or her recommendation to the Chief of Police in writing, in

the form of a quarterly report with any additional comment from the CPOB, with copies to the City Manager and City Council.

Section 3. Recording of Recommendations.

- (a) The IPA shall retain a record of any recommendation delivered to the Chief of Police.
- (b) The IPA shall record in the IPA quarterly report his or her recommendation, as well as any further comment by the CPOB where applicable, and the date of its delivery to the Chief of Police.
- (c) The IPA and CPOB shall receive, within thirty days of delivery of any recommendations of any kind, a response in writing from the Chief of Police. The Chief of Police may request from the City Manager a single thirty-day extension to respond to any recommendation upon a showing of good cause.
- (d) Upon receipt of a response to the recommendation from the Chief of Police, the IPA shall note the response in the IPA quarterly report and retain a record of the response.
- (e) The IPA shall also track the number and type of recommendations delivered to the Police Chief, and the number and type of recommendations implemented, and report this information to the CPOB. The IPA shall track the number of cases in which its recommendations are rejected and report this information to the CPOB.

Section 4. Appropriate Scope of Recommendations

Recommendations to the Chief of Police shall focus on process rather than outcomes, such as whether the LMPD investigation was fair and thorough, whether findings were reasonable and evidence-based, and whether the disposition was supported by substantial evidence. Recommendations can also reflect the IPA's considerations for best practices to help mitigate future instances in similar situations which could lead to misunderstandings or loss of community confidence.

Section 5. Public Disclosure and Discussion of Audit Reports

The IPA shall provide final audit reports to the CPOB's General Counsel, who shall review the audit reports to ensure that they do not contain any confidential identifying information. If the CPOB's General Counsel determines that an audit report is not appropriate for public disclosure, the General Counsel shall revise the audit report so that it may properly be publicly disclosed. Any revisions must not alter any findings or recommendations of the audit report. Once the CPOB's General Counsel has reviewed or edited an audit report such that it may be publicly disclosed, the General Counsel shall electronically send the publicly disclosable report to the entire CPOB. The CPOB may post these publicly disclosable reports on its public webpage located on the City's website, and the CPOB may discuss in open session the publicly

disclosed report so long as the CPOB does not reveal information about an audit or investigation beyond the information that appears in the public report.

**ARTICLE IX – PROCESS FOR PROVIDING RECOMMENDATIONS
AS TO LMPD’S POLICIES AND PROCEDURES.**

Section 1. Annual CPOB Reports

City of La Mesa Municipal Code section 2.30.100, subdivisions (g) and (h), and section 2.30.110 require the CPOB to draft and issue several public reports annually (“CPOB Annual Reports”).

- (a) The CPOB shall issue an Annual Report on each of the following:
 - 1. LMPD policies, procedures, practices, and training as to regular operations;
 - 2. LMPD policies, procedures, and practices as to hiring and promotions;
 - 3. LMPD policies, procedures, practices, and training as to internal LMPD investigations of misconduct;
 - 4. Initial and in-service LMPD trainings in de-escalation techniques, human relations instruction, and implicit bias training;
 - 5. LMPD policies, procedures, practices, and training as to community-oriented policing; and
 - 6. A report that studies, develops, and recommends alternative crime-prevention policies and strategies and assesses and makes recommendations regarding the role in public safety of social services, including, but not limited to, those related to mental health, alcohol and substance abuse, homelessness, juvenile justice, and education.
- (b) An annual report may be in the form of an update from a previous year’s report.
- (c) In consultation with the IPA, the CPOB may issue additional public reports on any and all other areas of policing or La Mesa Police Department policies, procedures, practices, and training that the CPOB finds appropriate for review.
- (d) The Chairperson shall establish a special ad hoc subcommittee for each CPOB Annual Report comprised of less than a majority of CPOB members. Each special subcommittee shall be responsible for researching, drafting and presenting to the CPOB its assigned CPOB Annual Report.
- (e) Each special subcommittee shall present a draft CPOB Annual Report to the CPOB at a regular public meeting. The CPOB shall vote either to send the

report back to the special subcommittee with specific recommended changes, or to approve the Report as final.

- (f) Final, approved CPOB Annual Reports shall be sent to the Chief of Police, the City Manager, and the City Council, and shall be publicly posted on the CPOB's webpage.
- (g) CPOB Annual Reports shall pertain to a calendar year, and must be made public and final no later than the end of February of the following calendar year. This deadline may be extended by no more than 60 days by a majority of CPOB voting members.

Section 2. Semi-Annual CPOB Reports

City of La Mesa Municipal Code section 2.30.110(b) requires the CPOB to, in conjunction with the Independent Police Auditor, issue a semi-annual public report ("CPOB Semi-Annual Report").

- (a) The required CPOB Semi-Annual Report shall present the number and types of Complaints reviewed and the CPOB's responses, investigative findings, analysis of police data, police progress on CPOB recommendations and other updates relevant to the mission of the CPOB.
- (b) The Chairperson shall establish a special ad hoc subcommittee to compile and draft these Semi-Annual Reports.
- (c) This special subcommittee shall present a draft Semi-Annual Report to the CPOB at a regular public meeting. The CPOB shall vote either to send the report back to the special subcommittee with specific recommended changes, or to approve the Report as final.
- (d) Final, approved CPOB Semi-Annual Reports shall be sent to the Chief of Police, the City Manager, the Independent Police Auditor, and the City Council, and shall be publicly posted on the CPOB's webpage.
- (e) CPOB Semi-Annual Reports shall pertain to January-June and July-December, respectively, of each calendar year, and must be made public and final no later than 30 days after the conclusion of the relevant six-month period, with the CPOB's first Semi-Annual Report due in January 2022. These deadlines may be extended by no more than 60 days by a majority of CPOB voting members.

Section 3. Confidentiality of CPOB Reports

In order to comply with all state laws requiring the confidentiality of police department records and information as well as the privacy rights of all individuals involved in the process, all CPOB Reports shall omit any confidential information that would identify any officer(s) who are the subject of any Complaint.

2021 Community Police Oversight Board ("CPOB") Work Plan

Work Plan Item 1: Complete Administrative Setup of CPOB

Goal	Tracking Milestones	Status
1. Create establishing documents for the CPOB including bylaws and the Policies and Procedures Manual.	1.1. CPOB reviewed draft Bylaws; City Council adopted CPOB bylaws on March 9, 2021. 1.2 Establish Terms of Office for CPOB. 1.3 Provide Policies and Procedures Manual to IPA for review; CPOB to provide comments. Staff will present Policies and Procedures to City Council. 1.4 Work with City staff to provide input regarding ongoing funding needs to the City Council to achieve the objectives defined in the CPOB Ordinance. 1.5 Update General Counsel retainer to include clarifying language regarding legal advisory role to the CPOB.	Bylaws adopted by City Council. Terms of Office determined on April 21, 2021. CPOB to review Policies and Procedures Manual with Independent Police Auditor. Staff worked with General Counsel to update legal retainer.

Work Plan Item 2: Conduct data collection to gather baseline information for the purpose of measuring change over time

Goal	Tracking Milestones	Status
1. Conduct data collection (i.e. arrests, stop data, etc.) to gather baseline information to measure change over time.	1.1 Collect data from LMPD to achieve baseline information to measure over time.	RIPA data collection beginning 2022.
2. Work with the City, local universities, and research institutions to collect, review, and update data regarding community sensing and attitudes towards policies and practices of the LMPD.	2.1 Create survey to achieve baseline information to measure over time.	Survey developed; completed surveys to date collected by Chair/CPOB.

Work Plan Item 3: Hire Independent Police Auditor

Goal	Tracking Milestones	Status
1. Participate in the hiring of an Independent Police Auditor for the CPOB.	1.1 Develop & advertise RFP. 1.2 Provide questions for Independent Police Auditor interviews (Dillard & Fuentes). 1.3 Review Request for Proposals (RFP's) (Dillard & Fuentes). 1.4 Conduct interviews and rate candidates (Dillard & Fuentes). 1.5 Make recommendation to City Council (CPOB motion for approval). 1.6 Item scheduled for next regularly scheduled Council meeting (approval of contract).	RFP 21-11 developed & advertised; questions for IPA interviews provided; candidate ratings and interviews completed; BartlettJames, LLC chosen as IPA. Professional Services Agreement approved by Council July 27, 2021.
2. Introduce selected Independent Police Auditor to CPOB	2.1 Schedule selected auditor at the next appropriate regularly scheduled CPOB meeting to introduce themselves and provide a presentation (after City Council approval of contract).	BartlettJames introduced to CPOB.

Work Plan Item 4: Receive introductory training and continuing educational training for all new and current CPOB members

Goal	Tracking Milestones	Status
1. Receive confidentiality training (from legal counsel) for the purpose of reviewing personnel or other documents that are protected by privacy laws.	1.1 Receive and complete initial training by December 31, 2021.	Completed.
2. Receive training on LMPD policies and procedures, including officer training, vehicular stops, arrests, and use of force.	2.1 Receive and complete initial training by December 31, 2021.	Ongoing.
3. Receive training on Community-oriented Policing.	3.1 Receive and complete initial training by December 31, 2021.	Ongoing.
4. Receive training on Emergency Operations and Communications as a part of the Incident Command System ("ICS") and National Incident Management ("NIMS") System.	4.1 Receive and complete initial training by December 31, 2021.	Ongoing.

5. Receive training on LMPD hiring practices and employee wellness.	5.1 Receive and complete initial training by December 31, 2021.	Presentation by LMPD completed.
6. Receive training from other qualified agencies, professional organizations (i.e. National Association for Civilian Oversight of Law Enforcement "NACOLE"), etc.	6.1 Receive and complete initial training by December 31, 2021.	NACOLE trainings provided and ongoing.

Work Plan Item 5: Create internship application and program for La Mesa residents currently enrolled in high school or college to serve as temporary, non-voting CPOB members

Goal	Tracking Milestones	Status
1. Create an internship application/program for La Mesa residents currently enrolled in high school or college and between the ages of 16 and 22 through which students may serve as temporary, non-voting CPOB members.	1.1 Create application/program 1.2 Advertise non-voting positions in April. 1.3 Complete interviews in August. 1.4 Appointment of non-voting positions in September.	Application for program created; advertisement of positions completed; to date no qualified applications received; Chair sent application to Middle College High School.
2. Review internship application/program and make modifications as necessary.		Completed.

Work Plan Item 6: Develop a program for the accessibility and mediation of the complaint process

Goal	Tracking Milestones	Status
1. Develop a program for the mediation of complaints, in coordination with the Chief of Police and with the assistance of other qualified experts as needed.	1.1 Create Subcommittee and/or select CPOB board members to develop draft program. 1.2 Present draft program to CPOB for comments and feedback. 1.3 Incorporate comments and feedback into recommended program and bring back to CPOB for approval (if necessary).	Overview presentation from IPA given at September 1 meeting. Ongoing.
2. Implement mediation program and access mediation services such as the National Conflict Resolution Center ("NCRC") and NACOLE when necessary.	2.1 Access mediation services when necessary. 2.2 Schedule item on CPOB agenda for discussion and approval of program (motion).	Ongoing.
3. Approve formal complaint form and make it accessible to public.	3.1 Work with LMPD to finalize one complaint form to be used by CPOB and LMPD. 3.2 Determine where complaint form(s) will be located on website. 3.3 Implement complaint form.	Final complaint form and flow chart approved by CPOB; complaint form and flow chart placed on LMPD "Police Info. Counter" webpage and City CPOB webpage.
4. Determine effective outreach and messaging regarding the complaint process.	4.1 Identify strategies and platforms to utilize. 4.2 Work with City staff to implement outreach and messaging strategies.	Ongoing.
5. Review and evaluate outreach and messaging strategies as necessary.	5.1 Review and evaluate as necessary.	Ongoing.

Work Plan Item 7: Develop and recommend community outreach programs regarding policing in La Mesa

Goal	Tracking Milestones	Status
1. Develop and recommend, in conjunction with the LMPD and City, community outreach programs regarding policing in La Mesa and community outreach events to communicate information or events in collaboration with or independent of LMPD designed to encourage safety and emergency preparedness.	1.1 Create Subcommittee and/or select CPOB board members to develop and recommend draft programs. 1.2 Present recommended programs to CPOB for comments and feedback. 1.3 Incorporate comments and feedback into recommended program and bring back to CPOB for approval (if necessary).	Subcommittee created; LMPD community listening sessions and HOME Program identified as effective outreach programs; presenting of recommended programs to CPOB and incorporation of CPOB feedback ongoing.
2. Identify ideas for LMPD to participate in activities that bridge the gap and improve relationships with people of color.	2.1 Identify strategies and special events. 2.2 Work with LMPD to implement activities.	United Against Hate Forum, Open House Youth Engagement Program, May 30th Day of Remembrance, and Juneteenth event planning identified as effective events/activities.
3. Update and maintain webpage for CPOB as necessary and develop PSA and social media outreach.	3.1 Identify materials to be added or updated on the webpage as necessary (handbook, forms, bylaws, work plan, etc.).	Ongoing.

Work Plan Item 8: Develop and recommend alternative social service and crime-prevention policies and strategies

Goal	Tracking Milestones	Status
1. Form a sub-group to study, develop, and recommend alternative social service and crime-prevention policies and strategies to the Chief of Police, Mayor, City Council, and City Manager; assess and make recommendations regarding the role in public safety of social services, including those related to mental health, alcohol and substance abuse, homelessness, juvenile justice, and education.	1.1 Orient and educate CPOB regarding which current social service and crime prevention policies are currently in place. 1.2 Create sub-group and/or select CPOB board members to develop and recommend policies and strategies. 1.3 Present recommended policies and strategies to CPOB for comments and feedback. 1.4 Incorporate comments and feedback into recommended policies and strategies and bring back to CPOB for approval (if necessary).	Subcommittee drafted recommendations for consideration by LMPD and inclusion in annual report to City Council.
2. Make recommendations to LMPD regarding training, policies, and strategies.	2.1 Schedule item on CPOB agenda for discussion and approval of social service and crime-prevention policies and strategies (motion).	Completed.

Work Plan Item 9: Provide semi-annual and annual reports to La Mesa City Council and City Manager

Goal	Tracking Milestones	Status
1. In conjunction with the Independent Police Auditor, provide semi-annual public reports to City Council and City Manager on the number and types of complaints reviewed and the CPOB's response, investigative findings, analysis, and police progress on CPOB recommendations.	1.1 Schedule item on CPOB agenda as needed to discuss, review, and finalize each six month public report. 1.2 Determine which two months each fiscal year to present public report to City Council.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
2. Draft and issue public reports regarding policies, procedures, practices, and training as to regular operations.	2.1 Create subcommittee for report. 2.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
3. Draft and issue public reports regarding policies, procedures, and practices as to hiring and promotions.	3.1 Create subcommittee for report. 3.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
4. Draft and issue public reports regarding policies, procedures, practices, and training as to internal investigations of misconduct.	4.1 Create subcommittee for report. 4.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
5. Draft and issue public reports regarding initial and in-service trainings in de-escalation techniques, human relations instruction, and implicit bias training.	5.1 Create subcommittee for report. 5.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
6. Draft and issue public reports regarding policies, procedures, practices, and training as to community-oriented policing.	6.1 Create subcommittee for report. 6.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.
7. Draft and issue public reports regarding any and all other areas of policing or LMPD policies, procedures, practices, and training that the CPOB finds appropriate to review.	7.1 Create subcommittee for report. 7.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	Ad-hoc committees created; recommendations to be presented to City Council as part of the CPOB reporting process.

Work Plan Item 10: Work with the La Mesa Police Department to implement Hillard Heintze After Action Report recommendations

Goal	Tracking Milestones	Status
1. Review After Action Report with IPA and Chief of Police.	1.1 Schedule review date or agendaize review on future CPOB agenda.	Completed.
2. Work with LMPD to implement Hillard Heintze After Action Report recommendations.	2.1 Form ad-hoc group or subcommittee. 2.2 Receive written information from LMPD on implemented recommendations. 2.3 Review implemented recommendations and work with LMPD to implement remaining After Action Report recommendations. 2.4 Ad-hoc group or subcommittee and LMPD to report periodically on progress to CPOB as necessary.	Ongoing.

2022 Community Police Oversight Board ("CPOB") Work Plan		
Work Plan Item 1: Conduct data collection to gather baseline information for the purpose of measuring change over time		
Goal	Tracking Milestones	Status
1. Conduct data collection (i.e. arrests, stop data, etc.) to gather baseline information to measure change over time.	1.1 Collect data from LMPD to achieve baseline information to measure over time.	
2. Work with the City, local universities, and research institutions to collect, review, and update data regarding community sensing and attitudes towards policies and practices of the LMPD.	2.1 Create survey to achieve baseline information to measure over time.	
Work Plan Item 2: Receive ongoing training and continuing educational training for all new and current CPOB members		
Goal	Tracking Milestones	Status
1. Receive confidentiality training (from legal counsel) for the purpose of reviewing personnel or other documents that are protected by privacy laws.	1.1 Receive and complete initial training by December 31, 2022.	
2. Receive training on LMPD policies and procedures, including officer training, vehicular stops, arrests, and use of force.	2.1 Receive and complete initial training by December 31, 2022.	
3. Receive training on Community-oriented Policing.	3.1 Receive and complete initial training by December 31, 2022.	
4. Receive training on Emergency Operations and Communications as a part of the Incident Command System ("ICS") and National Incident Management ("NIMS") System.	4.1 Receive and complete initial training by December 31, 2022.	
5. Receive training on LMPD hiring practices and employee wellness.	5.1 Receive and complete initial training by December 31, 2022.	
6. Receive training from other qualified agencies, professional organizations (i.e. National Association for Civilian Oversight of Law Enforcement "NACOLE"), etc.	6.1 Receive and complete initial training by December 31, 2022.	
Work Plan Item 3: Create internship application and program for La Mesa residents currently enrolled in high school or college to serve as temporary, non-voting CPOB members		
Goal	Tracking Milestones	Status
1. Create an internship application/program for La Mesa residents currently enrolled in high school or college and between the ages of 16 and 22 through which students may serve as temporary, non-voting CPOB members.	1.1 Advertise internship position	
Work Plan Item 4: Develop a program for the accessibility and mediation of the complaint process		
Goal	Tracking Milestones	Status
1. Develop a program for the mediation of complaints, in coordination with the Chief of Police and with the assistance of other qualified experts as needed.	1.1 Create Subcommittee and/or select CPOB board members to develop draft program. 1.2 Present draft program to CPOB for comments and feedback. 1.3 Incorporate comments and feedback into recommended program and bring back to CPOB for approval (if necessary).	
2. Implement mediation program and access mediation services such as the National Conflict Resolution Center ("NCRC") and NACOLE when necessary.	2.1 Access mediation services when necessary. 2.2 Schedule item on CPOB agenda for discussion and approval of program (motion).	
3. Approve formal complaint form and make it accessible to public.	3.1 Work with LMPD to finalize one complaint form to be used by CPOB and LMPD. 3.2 Determine where complaint form(s) will be located on website. 3.3 Implement complaint form.	

4. Determine effective outreach and messaging regarding the complaint process.	4.1 Identify strategies and platforms to utilize. 4.2 Work with City staff to implement outreach and messaging strategies.	
5. Review and evaluate outreach and messaging strategies as necessary.	5.1 Review and evaluate as necessary.	

Work Plan Item 5: Develop and recommend community outreach programs regarding policing in La Mesa

Goal	Tracking Milestones	Status
1. Develop and recommend, in conjunction with the LMPD and City, community outreach programs regarding policing in La Mesa and community outreach events to communicate information or events in collaboration with or independent of LMPD designed to encourage safety and emergency preparedness.	1.1 Create Subcommittee and/or select CPOB board members to develop and recommend draft programs. 1.2 Present recommended programs to CPOB for comments and feedback. 1.3 Incorporate comments and feedback into recommended program and bring back to CPOB for approval (if necessary).	
2. Identify ideas for LMPD to participate in activities that bridge the gap and improve relationships with people of color.	2.1 Identify strategies and special events. 2.2 Work with LMPD to implement activities.	
3. Update and maintain webpage for CPOB as necessary and develop PSA and social media outreach.	3.1 Identify materials to be added or updated on the webpage as necessary (handbook, forms, bylaws, work plan, etc.).	

Work Plan Item 6: Develop and recommend alternative social service and crime-prevention policies and strategies

Goal	Tracking Milestones	Status
1. Form a sub-group to study, develop, and recommend alternative social service and crime-prevention policies and strategies to the Chief of Police, Mayor, City Council, and City Manager; assess and make recommendations regarding the role in public safety of social services, including those related to mental health, alcohol and substance abuse, homelessness, juvenile justice, and education.	1.1 Orient and educate CPOB regarding which current social service and crime prevention policies are currently in place. 1.2 Create sub-group and/or select CPOB board members to develop and recommend policies and strategies. 1.3 Present recommended policies and strategies to CPOB for comments and feedback. 1.4 Incorporate comments and feedback into recommended policies and strategies and bring back to CPOB for approval (if necessary).	
2. Make recommendations to LMPD regarding training, policies, and strategies.	2.1 Schedule item on CPOB agenda for discussion and approval of social service and crime-prevention policies and strategies (motion).	

Work Plan Item 7: Provide semi-annual and annual reports to La Mesa City Council and City Manager

Goal	Tracking Milestones	Status
1. In conjunction with the Independent Police Auditor, provide semi-annual public reports to City Council and City Manager on the number and types of complaints reviewed and the CPOB's response, investigative findings, analysis, and police progress on CPOB recommendations.	1.1 Schedule item on CPOB agenda as needed to discuss, review, and finalize each six month public report. 1.2 Determine which two months each fiscal year to present public report to City Council.	
2. Draft and issue public reports regarding policies, procedures, practices, and training as to regular operations.	2.1 Reconvene subcommittee for report. 2.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	
3. Draft and issue public reports regarding policies, procedures, and practices as to hiring and promotions.	3.1 Reconvene subcommittee for report. 3.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	
4. Draft and issue public reports regarding policies, procedures, practices, and training as to internal investigations of misconduct.	4.1 Reconvene subcommittee for report. 4.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	
5. Draft and issue public reports regarding initial and in-service trainings in de-escalation techniques, human relations instruction, and implicit bias training.	5.1 Reconvene subcommittee for report. 5.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	
6. Draft and issue public reports regarding policies, procedures, practices, and training as to community-oriented policing.	6.1 Reconvene subcommittee for report. 6.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	

7. Draft and issue public reports regarding any and all other areas of policing or LMPD policies, procedures, practices, and training that the CPOB finds appropriate to review.	7.1 Reconvene subcommittee for report. 7.2 Schedule item on CPOB agenda as needed to discuss, review, and finalize each annual public report.	
Work Plan Item 8: Work with the La Mesa Police Department to implement Hillard Heintze After Action Report recommendations		
Goal	Tracking Milestones	Status
1. Work with LMPD to implement Hillard Heintze After Action Report recommendations.	1.1 Reconvene ad-hoc group or subcommittee. 1.2 Receive written information from LMPD on implemented recommendations. 1.3 Review implemented recommendations and work with LMPD to implement remaining After Action Report recommendations. 1.4 Ad-hoc group or subcommittee and LMPD to report periodically on progress to CPOB as necessary.	