



Police Accountability Board
Office of the Director of Police Accountability

DRAFT

**Apply to serve on the Berkeley Police Accountability Board's
Subcommittee on Policy and Practices relating to
the Downtown Task Force and Bike Unit Allegations**

Help provide independent civilian oversight of the Berkeley Police Department

Dear Member of the Berkeley Community:

As you may recall, the Police Accountability Board (PAB) was established in November 2020 after the citizens of Berkeley overwhelmingly voted to pass Measure II to replace the Police Review Commission with the PAB and the Office of the Director of Police Accountability (ODPA)—strengthening police oversight in our city. The PAB establishes policy subcommittees that it deems necessary to complete its work and is allowed to appoint members of the public to serve in an advisory capacity.

On November 15, 2022 the PAB held a Special Meeting to discuss allegations brought forth by a former member of the Berkeley Police Department (BPD) regarding illegal, improper, and unethical activities performed by the Downtown Task Force and Bike Unit. At the meeting, the PAB formed a subcommittee consisting of Board Members Kitty Calavita, John Moore, and Cheryl Owens to conduct a policy review to investigate the policies of the BPD and practices regarding the alleged activity.

To execute the work of the **Subcommittee on Policy and Practices relating to the Downtown Task Force and Bike Unit Allegations**, the Board members are seeking a diverse pool of applicants who are interested in serving on this subcommittee.

REQUIREMENTS FOR SERVICE

Community members who wish to be appointed to this subcommittee must be fair-minded and objective, with a demonstrated commitment to community service. Desirable qualities include familiarity with human resources, law, police procedures, police oversight, or involvement in civil rights or community organizations. Additionally, in accordance with the City Charter, please note such appointments are subject to the approval of the Board. Members of the public seeking to serve on a subcommittee must: a) be residents of the City of Berkeley; and b) present themselves at a Board meeting before or at the time of the appointment and speak on the public record on their intent to serve and what they will bring to the subcommittee work and deliberations.

TERMS AND CONDITIONS OF SERVICE

- Members of the public appointed to subcommittees are non-voting members and may not be selected to be the subcommittee Chair.
- Board members must constitute a majority of membership of any subcommittee, but a subcommittee may convene and conduct business even if Board members are not a majority of subcommittee members present. However, a quorum of voting members must be present to convene a meeting.
- The term of appointment for members of the public appointed to subcommittees shall not exceed the life of the subcommittee. If a subcommittee must be reauthorized, any members of the public serving on the subcommittee must be reappointed by the Chair, subject to the approval of the Board.
- A public member of a subcommittee who is absent from two consecutive subcommittee meetings is automatically removed from the subcommittee, but may be reinstated by the Chair if good cause for the absences is shown.
- The Chair, subject to the approval of the Board, may remove a member of the public from a subcommittee for good cause. Examples of good cause are: failure to work cooperatively with subcommittee members; unruly or disruptive behavior at meetings; or failure to participate in the work of the subcommittee.
- All actions by the Chair to appoint, reappoint, or remove a member of a public to or from a subcommittee shall occur at a Board meeting.

To apply, you'll need to complete a short application, which asks for:

- Contact and demographic information
- Confirmation of your eligibility to be appointed to a subcommittee
- Written statements explaining why you're interested in serving and what about your background qualifies you for an appointment
- Three references who can comment on your capabilities

Applications are accepted by the ODPA on a rolling basis but it is encouraged that interested community members apply as soon as possible.

If you have any questions regarding the application process, please contact the ODPA by email at dpa@cityofberkeley.info or by phone at (510) 981 – 4950. We look forward to your participation.

Respectfully,

Hansel Alejandro Aguilar
Director of Police Accountability
Office of the Director of Police Accountability