



OFFICE OF THE DIRECTOR  
OF POLICE ACCOUNTABILITY

## **POLICE ACCOUNTABILITY BOARD SPECIAL MEETING MINUTES**

**Wednesday, July 7, 2021, 7:00 P.M.**  
*(approved)*

**No physical location; meeting held exclusively through videoconference and teleconference.**

### **1. CALL TO ORDER & ROLL CALL BY KATHERINE LEE AT 7:03 P.M.**

Present: Board Member Kitty Calavita  
Board Member Michael Chang  
Board Member Regina Harris  
Board Member Juliet Leftwich  
Board Member Deborah Levine  
Board Member Nathan Mizell  
Board Member John Moore  
Board Member Cheryl Owens  
Board Member Ismail Ramsey

Absent: None

ODPA Staff: Katherine Lee, Interim Director of Police Accountability; Byron Norris, DPA Investigator; Maritza Martinez, administrative support

BPD Staff: Interim Chief Jen Louis, Lt. Robert Rittenhouse, Sgt. Rashawn Cummings, Sgt. Darren Kacalek (BPA), Ofc. Matthew Valle (BPA)

### **2. APPROVAL OF AGENDA**

**Motion to approve the agenda.**

Moved/Second (Ramsey/Calavita) Motion Carried by general consent

### **3. ELECTION OF TEMPORARY CHAIRPERSON (discussion and action)**

**Motion to nominate Izzy Ramsey as temporary chairperson**

Moved/Second (Calavita/Leftwich) **Motion Carried**

Ayes: Calavita, Chang, Harris, Leftwich, Levine, Mizell, Moore, Owens, and Ramsey.

Noes: None

Abstain: None

Absent: None

#### **4. MAYOR'S WELCOME**

Mayor Jesse Arreguin gave welcoming remarks.

**Motion to suspend the rules to allow Councilmember Harrison to speak.**

Moved/Second (Ramsey/Calavita) Motion Carried by general consent

Councilmember Kate Harrison gave welcoming remarks.

#### **5. PUBLIC COMMENT**

There were 4 speakers.

#### **6. INTRODUCTIONS**

-- Police Accountability Board Members

Board members Calavita, Chang, Harris, Leftwich, Levine, Mizell, Moore, Owens and Ramsey introduced themselves.

-- Staff of the Office of the Director of Police Accountability

Ms. Lee, Mr. Norris, and Ms. Martinez introduced themselves.

-- Chief of Police and other Police Department staff

Interim Chief Louis, Internal Affairs Sgt. Cummings, and Lt. Rittenhouse introduced themselves.

-- Berkeley Police Association representatives

Sgt. Valle and BPA President Sgt. Kacalek introduced themselves.

#### **7. DIRECTOR OF POLICE ACCOUNTABILITY'S REPORT**

Interim Director of Police Accountability Lee reported:

-- She and staff have been working, and continue to work, on the transition from the Police Review Commission to the Police Accountability Board and Office of the Director of Police Accountability.

-- City issued news release about the transition on Friday [July 2].

-- Council still needs to appoint an alternate Board member, to serve whenever a Board member is on a leave of absence. On Council's July 13 agenda.

-- In the budget the Council adopted on June 29, is an extra \$35,000 that the Mayor added for the PAB to conduct outreach activities.

-- Complaints: Still have three pending from the PRC; two of those are on hold pending resolution of related criminal cases. Two complaints were filed with the ODPa today.

-- A priority for the Board is getting interim guidelines adopted, pending adoption of permanent regulations governing the handling of complaints; formation of Regulations Subcommittee agendaized for this reason.

-- Another priority is doing Outreach work, so formation of Outreach Subcommittee is on tonight's agenda.

- Procedurally, temporary Standing Rules needed.
- Policy work upcoming: Board has some responsibilities in monitoring the Police Dept's implementation of recommendations related to Fair & Impartial Policing. Council referred to the BPD, PAB, and other departments a plan for Hate Crimes Reporting and Response.
- Three referrals from PRC: Improving the complaint process for complainants; Outreach ideas; two Lexipol policies. Interim Director explained conversion of BPD's General Orders into the Lexipol system.
- Charter amendment requires Board to establish a commendation program, to recognize sworn employees for outstanding service.
- Training: Charter amendment requires Board members and Director to have 40 hours within the first 6 months of appointment in specified. Many topics about BPD operations, which the Police Department has already begun working on. Interim Director working with City Attorney's Office, City Clerk, and HR on other trainings. Trainings could occur during regular Board meetings but may need to schedule special meetings.
- NACOLE (National Association for Civilian Oversight of Law Enforcement) annual conference both virtual and in-person this year. Board members should review virtual schedule and let Director know what sessions they'd like to attend. In-person conference is Dec. 12 – 16 in Tuscon, AZ; in past, PRC Officer, Investigator and one commissioner budgeted to attend. This year, Interim Director is part of a panel on "Reforming Existing Oversight Agencies" put together by former PRC Commissioner George Perezvelez.
- Confidentiality Agreement: Board members to sign and return.

The Interim Director answered questions from Board members.

## 8. NEW BUSINESS (discussion and action)

- a. Establish temporary standing rules for the Board's conduct of business

**Motion to adopt the temporary standing rules as proposed.**

Moved/Second (Mizell/Calavita) **Motion Carried**

Ayes: Calavita, Chang, Harris, Leftwich, Levine, Mizell, Moore III, Owens, and Ramsey.

Noes: None

Abstain: None

Absent: None

- b. Establish regular meeting schedule for the remainder of 2021

Discussed; postponed to next meeting.

- c. Consider forming subcommittee to draft regulations for handling complaints

**By general consent, a Regulations Subcommittee was formed.**

Chair Ramsey appointed Board members Calavita, Leftwich, Owens, and Chang to this subcommittee. Public member Saginor was appointed after expressing her interest and providing her qualifications.

- d. Consider forming subcommittee for outreach activities  
Postponed to the next meeting

**9. FUTURE AGENDA TOPICS (discussion and action)**

Discussion of items to be placed on future agendas

Board member Calavita asked to agendize a Subcommittee to oversee implementation of the recommendations related to fair and impartial policing.

**10. ELECTION OF BOARD CHAIRPERSON AND VICE-CHAIRPERSON (discussion and action)**

- a. Establish procedures for elections

(No action needed; procedure established by adoption of temporary standing rules.)

- b. Conduct election of Chairperson and Vice-chairperson

**Motion to nominate Board member Ramsey**

Moved/Second (Calavita/Leftwich)

The Board postponed further action to the next meeting

**11. PUBLIC COMMENT**

There was 1 speaker.

**12. ADJOURNMENT**

**Motion to adjourn the meeting.**

Moved/Second (Mizell/Leftwich) **By general consent, the meeting was adjourned at 9:10 p.m.**