



**POLICE ACCOUNTABILITY BOARD**  
REGULAR MEETING MINUTES

**WEDNESDAY, May 7, 2025**  
**6:30 P.M.**

**Board Members**

Joshua Cayetano (Chair)	Leah Wilson (Vice-Chair)
Kitty Calavita	Juliet Leftwich
David Williams	Randy Wells
Macharia Edmonds	

**MEETING LOCATION**

Office of the Director of Police Accountability  
1900 Addison Street, Floor 3  
Berkeley, CA 94704

**Meeting Recording:** <https://youtu.be/pL5VhNQDU60>

**MINUTES**

**1. CALL TO ORDER AND ROLL CALL AT 6:36 PM**

**Present:** Board Member Leah Wilson (Vice Chair)  
Board Member Juliet Leftwich  
Board Member Randy Wells  
Board Member Macharia Edmonds

**Absent:** Board Member Joshua Cayetano (Chair)  
Board Member Kitty Calavita<sup>1</sup>  
Board Member David Williams<sup>2</sup>

**ODPA Staff:** Hansel Aguilar, Director of Police Accountability  
Syed Mehdi, Data Analyst  
Jose Murillo, Policy Analyst  
Dillon Bezeherthy, ODPa Investigator

**BPD Staff:** Deputy Chief Tate  
Lieutenant Bonaventure

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<sup>1</sup> Board Member Calavita was granted a leave of absence

<sup>2</sup> Board Member Williams is on an extended leave of absence until June 19, 2025.

## 2. APPROVAL OF AGENDA

### **Motion to approve the agenda.**

Moved/Second (Leftwich/Edmonds) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

## 3. PUBLIC COMMENT

1 *Physically Present Speaker*

0 *Virtually Present Speaker*

## 4. APPROVAL OF MINUTES

a. Minutes for the Regular Meeting of April 23, 2025

### **Motion to approve the Minutes for the Regular Meeting of April 23, 2025**

Moved/Second (Leftwich/Wells) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

## 5. ODPa STAFF REPORT

Director Aguilar announces that May is Mental Health Awareness Month and informs the PAB about the May 13th event taking place at the North Berkeley Senior Center.<sup>3</sup> He also notifies the Board of an opportunity to consider a potential recommendation for an amicus brief in *Independent Office of Law Enforcement Review & Outreach v. Sonoma County Sheriff's Office*, shares information about the upcoming NACOLE training in June<sup>4</sup>, and provides a reminder about the Juneteenth Festival on June 15<sup>th</sup>.<sup>5</sup>

## 6. CHAIR AND BOARD MEMBERS' REPORTS

No activities have been reported since the last PAB meeting on April 23, 2025.

## 7. CHIEF OF POLICE'S REPORT

Deputy Chief Tate provides an update on notable crimes and cases, community engagement and department events, staffing levels, and other relevant matters.

## 8. SUBCOMMITTEE REPORTS

The PAB Subcommittees report on their activities since the previous PAB meeting on April 23, 2025.

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<sup>3</sup> Mental Health Awareness Month Event: <https://berkeleyca.gov/community-recreation/events/mental-health-awareness-month-event>

<sup>4</sup> June 12, 2025 NACOLE Webinar Titled "The New World of Artificial Intelligence: Opportunities for Police Oversight Practitioners?": [https://www.nacole.org/2025\\_nacole\\_webinar\\_series\\_june](https://www.nacole.org/2025_nacole_webinar_series_june)

<sup>5</sup> Berkeley Juneteenth Festival Information: <https://berkeleyjuneteenth.org/>

## 9. DISCUSSION AND ACTION ITEMS

- a. Discussion and action on the City of Berkeley's Records Retention Schedule (Leftwich)
  - i. Berkeley Police Department Retention Schedule
  - ii. PAB-ODPA Retention Schedule

No formal action was taken by the PAB. The Board discussed the existing records retention schedule,<sup>6</sup> which was approved in 2018, and requested that ODPA staff follow up with the City Clerk regarding the status of any updates. The PAB also expressed interest in providing input on the retention schedules for both BPD and ODPA.

- b. Follow-up discussion and action on the memorandum providing additional information requested by the PAB following ODPA's presentation of Policy Complaint No. 19 regarding the detention and release of inebriated individuals. (ODPA)

**Motion to accept the updated recommendation and transmit the recommendation to the Berkeley Police Department with a request for a response within 30-days.**

Moved/Second (Leftwich/Wilson) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

- c. Discussion and action on the PAB-ODPA 2024 Annual Report Draft (ODPA)  
No formal action was taken by the PAB. The Board discussed whether to present the report at a Regular or Special City Council meeting. ODPA staff will coordinate with the Metrics & Operations Subcommittees on next steps and will return to the PAB with an updated timeline for the presentation.

- d. Discussion and action on the proposed amendments to the PAB's 2025 Regular Meeting Schedule (Cayetano)

**Motion to accept the proposed amendments to the PAB's 2025 Regular Meeting Schedule.**

Moved/Second (Wilson/Wells) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

- e. Recap, discussion, and action on the next steps for the PAB's review of the 2024 BPD Controlled Equipment Report (Cayetano) – (10 Minutes)
  - i. PAB's May 1, 2025 Letter to Council
  - ii. Council's May 5, 2025 Agenda and Rules Committee Update

**Motion to request that the Director, on behalf of the PAB, provide notice to the City Manager pursuant to BMC 2.100.060 by serving the City Clerk.**

Moved/Second (Wilson/Leftwich) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

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<sup>6</sup> City of Berkeley Records Retention Schedule: [https://berkeleyca.gov/sites/default/files/2022-05/City%20of%20Berkeley%20Records%20Retention%20Schedule\\_0.pdf](https://berkeleyca.gov/sites/default/files/2022-05/City%20of%20Berkeley%20Records%20Retention%20Schedule_0.pdf)

- f. Discussion and action regarding the BPD's Mutual Aid Agreements<sup>7</sup> with federal immigration officials<sup>8</sup> (Cayetano)

**Motion to adopt the proposed letter with the requested word changes and added notes regarding the topic related to the ratification of the BPD's Memorandums of Understanding.**

Moved/Second (Wilson/Leftwich) Motion carried.

Ayes Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Cayetano, Calavita, and Williams

**10. PUBLIC COMMENT (TBD)**

0 Physically Present Speaker

0 Virtually Present Speaker

**11. CLOSED SESSION**

**CLOSED SESSION ITEMS**

Pursuant to the Court's order in *Berkeley Police Association v. City of Berkeley, et al.*, Alameda County Superior Court Case No. 2002-057569, the Board will recess into closed session to discuss and act on the following matter(s):

- a. Case Updates and Recommendations Regarding Complaints Received by the ODP.

No formal action was taken by the PAB. Director Aguilar provides case updates to the Board.

**END OF CLOSED SESSION**

**12. ANNOUNCEMENT OF CLOSED SESSION ACTIONS**

Vice-Chair Wilson announces closed session action.

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<sup>7</sup> The full compendium of BPD Agreements, Understandings, and Policies Existing between the Berkeley Police Department and Other Law Enforcement Agencies can be found here:

<https://acrobat.adobe.com/link/review?uri=urn%3Aaaid%3AAscds%3AUS%3A3a637aa7-7359-45a1-81ed-dee245c93f83>

<sup>8</sup> On April 23, 2025, Chief Louis shared a memorandum dated September 13, 2018, from former Chief Greenwood, titled "Disposition of MOU Compendium Item 3.4, regarding Berkeley Police Department interaction with U.S. Immigration and Customs Enforcement" which is relevant to the proposed discussion:

<https://records.cityofberkeley.info/PublicAccess/api/Document/AeaHRx5Q%C3%894PqxrRi8uAfvugw1ugL7qiMK7bK0tOdoPfZOOj1le1HG10M26eU5oLwKKJYvCUTOu18ymn60ZTrc8%3D/>

**13. ADJOURNMENT**

Motion to adjourn. Moved/Second (Wilson/Wells). The meeting was adjourned at 8:04 PM by unanimous consent.

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Minutes Approved On: 05/21/2025

Hansel A. Aguilar, Commission Secretary:



A handwritten signature in black ink, appearing to read 'H. A. Aguilar', is written over a blue horizontal line.