



POLICE ACCOUNTABILITY BOARD
REGULAR MEETING MINUTES

WEDNESDAY, JULY 9, 2025
6:30 P.M.

Board Members

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

MEETING LOCATION

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

MINUTES

1. CALL TO ORDER AND ROLL CALL (2 MINUTES)

Present: Board Member Joshua Cayetano (Chair)
Board Member Leah Wilson (Vice Chair)
Board Member Buswell-Charkow
Board Member Kitty Calavita
Board Member Macharia Edmonds
Board Member Juliet Leftwich
Board Member Randy Wells

Absent: Board Member David Williams¹

ODPA Staff: Hansel Aguilar, Director of Police Accountability
Syed Mehdi, Data Analyst
Jose Murillo, Policy Analyst
Daniel Weinberg, Investigative Clerk
Karim Meleis, YouthWorks² Intern

¹ Board Member Williams was granted a leave of absence

² Youthworks Program: <https://berkeleyca.gov/community-recreation/community-services/youthworks>

BPD Staff: Dunia Ghafori, YouthWorks Intern
Sgt. Coats

2. APPROVAL OF AGENDA

Motion to approve the agenda.

Moved/Second (Calavita/Leftwich) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells.

Noes: None. Abstain: None. Absent: Williams

3. PUBLIC COMMENT (TBD)

2 Physically Present Speakers

6 Virtually Present Speakers

4. APPROVAL OF MINUTES (5 MINUTES)

a. Minutes for the Regular Meeting of June 25, 2025

Motion to approve the minutes for the Regular Meeting of June 25, 2025

Moved/Second (Leftwich/Edmonds) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams.

5. ODPa STAFF REPORT (10 MINUTES)

Director Aguilar introduced YouthWorks intern Kareem Meleis, who will be entering his junior year at Berkeley High School and hopes to learn more about data analysis during his summer with ODPa. Director Aguilar also reminded the Board of an upcoming NACOLE webinar³ titled Hate Crimes, Explicit Bias, and Implicit Bias: Evolution of Standards for Decertification of Police Officers in California, scheduled for Wednesday, August 6, 2025, at 2:00 p.m. He also reported that ODPa will begin community demonstration sessions for its VirTra⁴ scenario-based training system, typically used by law enforcement and the military. The system will be adapted to educate community members on police interaction scenarios in a safe, controlled environment. Director Aguilar noted similar programs used by other oversight entities and in his own prior experience.

6. CHAIR AND BOARD MEMBERS' REPORTS (10 MINUTES)

The Chair welcomed Sergeant Coats, attending the meeting as a representative from the BPD. The Chair reported attending the Mayor's Sanctuary City Task Force meeting, where

³ NACOLE Webinar Hate Crimes, Explicit Bias, and Implicit Bias: https://www.nacole.org/past_webinars

⁴ VirTra Scenario-Based Training Simulation: <https://www.eventbrite.com/e/scenario-based-training-demonstration-with-the-odpa-tickets-1462069763019>

the Mayor stated that the draft Sanctuary City Ordinance is expected to be available by the end of July, with a first reading planned for the first City Council meeting in September. Updates will follow, as the Board is considering potential revisions to Policy 415 depending on the ordinance's outcome. The Chair relayed the Police Chief's message regarding protests and the department's values and principles on sanctuary city policing to the task force and the Mayor. The task force expressed interest in having a department representative speak to a segment of the group, and the Chair engaged the Chief on this request. The Chair also reported ongoing meetings with community members and Council members regarding the Board's agenda and priorities. No additional updates were provided by other Board members.

7. CHIEF OF POLICE'S REPORT (10 MINUTES)

Chief Louis reported on recent incidents, operations, staffing, and upcoming City Council items. On July 8, a pedestrian was fatally struck by a vehicle at Claremont Avenue and The Uplands, marking the second pedestrian traffic fatality of the year; the incident is under investigation by BPD's Fatal Accident Investigation Team, and a cross-departmental Vision Zero meeting will be held to identify immediate safety improvements. On July 9, the City conducted a coordinated closure of the Ohlone Park encampment with multiple agencies following 1.5 weeks of outreach, during which eight remaining residents departed voluntarily and approximately 20 unoccupied tents were removed with no arrests or citations issued. Staffing updates included two conditional offers to sworn officer applicants, with recruitment continuing for both sworn officers and dispatchers amid ongoing shortages. Chief Louis also previewed the July 22 City Council agenda, which will include the 2024 Military Equipment Report (prepared in a consolidated format pending possible repeal of the Controlled Equipment Ordinance), an MOU Compendium update addressing federal immigration enforcement, surveillance reports on jail camera replacement and acquisition of Flock fixed cameras, and a joint letter on the Fair and Impartial Policing Report; the Board and Chief discussed the implications of consolidating equipment reports, including how "deployment" and "use" are defined and the potential impact on data reporting.

8. SUBCOMMITTEE REPORTS (10 MINUTES)

The PAB's subcommittees reported on their activities since the last PAB meeting on June 25, 2025.

9. DISCUSSION AND ACTION ITEMS (2 HOURS 15 MINUTES)

- a. Discussion and action on the ODPAs workload and staffing capacity assessment (ODPA) – (20 Minutes)
 - i. Policy Triage, Referrals, and Dispositions (Resource Allocation Proposal)
 - ii. Personnel Triage, Referrals, and Dispositions (Resource Allocation Proposal)⁵

Director Aguilar provided updates on policy triage, referrals, and dispositions. ODPAs issued

⁵ Specific case matter will not be discussed.

a public statement on the process. The PAB discussed suspension and closure of certain policy reviews.

Motion to approve staff recommendations to temporarily suspend Policy Review 2487, 2488, 17, 2023-PR-0006, 2023-PR-0009, 2024-PR-0005 and close 2024-PR-0006. Those temporarily suspended would be revisited at the 2026 PAB Planning Session.

Moved/Second (Wilson/Leftwich) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams

- b. Discussion and action regarding the evaluation of PAB subcommittees' capacity and the prioritization of their assignments in consideration of staffing constraints within the ODPA (Wells) – (20 Minutes)

The Board discussed workload and staffing constraints.

Motion to close Subcommittee review of BPD Policies 1010 & 1034.

Moved/Second (Cayetano/Calavita) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams

- c. Discussion and action on new Policy Complaint 2025-PR-0003 in accordance with Section G. "Policy Complaints and Reviews" of the PAB's Standing Rules (Continued) (ODPA) – (15 Minutes)
 - i. Preliminary Review Report
 - ii. Complainant's Statement
 - iii. Public Comment
 - iv. BPD Statement

The ODPA staff recommended not to accept the Policy Complaint due to staffing limitations contributing to workload restraints.

Motion to move forward with the staff's recommendation to not accept the policy review.

Moved/Second (Wilson/Wells) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams

- d. Discussion and action on the proposed rescission of the Police Equipment and Community Safety Ordinance (Continued) (ODPA) – (20 Minutes)

Director Aguilar summarized the memo on the discussion with ODPA/BPD; BPD continues to support the rescission of the local ordinance. The board discussed definitions of "deployment" and "use," PAB authority, over-reporting concerns, and training needs.

Motion to recommend combining the two equipment reports into one Military Equipment Report, adjust the reporting timeline, change “shall review” to “may review” individual deployments/uses (while retaining “shall review” for the full report), delegate to the Chair authority to make minor edits, and keep the PAB open to future ordinance revisions.

Moved/Second (Calavita/Edmonds) Motion carried.

Ayes: Calavita, Cayetano, Edmonds, Leftwich.

Noes: Wilson, Buswell-Charkow. Abstain: Wells. Absent: Williams

- e. Discussion and action regarding the proposed response to the BPD’s Surveillance Acquisition Report and proposed Use Policies for External Fixed Surveillance Cameras – Flock Safety Condor Video Cameras (ODPA) – (15 Minutes)

The board discussed the procurement process, data-sharing risks, reproductive freedom protections, and retention policy

Motion to accept the alternative recommendation from ODPA staff and delegate to the Chair and Director to (1) ensure compliance with existing federal law, (2) add language limiting sharing with states that restrict reproductive freedom, and (3) include the data retention policy from the ALPR policy.

Moved/Second (Wilson/Wells) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams

- f. Discussion and action on the 2024 PAB-ODPA Annual Report (ODPA) – (30 Minutes)

Discussion on alignment of report goals, differences in philosophy and statistics, and timeline for submission

Motion to delegate finalization of the 2024 PAB/ODPA Annual Report to Subcommittee Liaisons & DPA.

Moved/Second (Buswell-Charkow/Wells) Motion carried.

Ayes: Buswell-Charkow, Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.

Noes: None. Abstain: None. Absent: Williams

- g. Discussion and action regarding Fiscal Year 2026 – 2028 budget cycle oversight and community engagement (Cayetano) – (15 Minutes)

No Formal Action was taken by the PAB. Chair Cayetano proposed proactive planning for the budget cycle, including three community sessions with Council, the City Manager, and BPD. Budget Subcommittee to meet in March 2026.

10. PUBLIC COMMENT (TBD)

1 Physically Present Speakers
0 Virtually Present Speakers

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 ODPDA:

Motion to administratively close Complaint Number 2024-CI-0003, 2025-CI-0002, 2025-CI-0003, 2025-CI-0006, 2025-CI-0007, 2025-CI-0008, 2025-CI-0009, 2025-CI-0016

Moved/Second (Wilson/Leftwich) Motion carried.
Ayes: Calavita, Cayetano, Edmonds, Leftwich, Wells, and Wilson.
Noes: Buswell-Charkow. Abstain: None. Absent: Williams

END OF CLOSED SESSION

12. ANNOUNCEMENT OF CLOSED SESSION ACTIONS (1 MINUTE)

Chair Cayetano announces the closed session activities.

13. ADJOURNMENT (1 MINUTE)

Motion to adjourn. Moved/Second (Leftwich/Wells). The meeting was adjourned at 10:57 PM by unanimous consent.

Minutes Approved On: 09/03/2025

Hansel A. Aguilar, Commission Secretary:

