



**Independent Office of Law Enforcement Review and Outreach (IOLERO)  
Community Advisory Council (CAC)  
Public Meeting Agenda  
February 7, 2024 6:00 p.m.  
Finley Community Center  
2060 W. College Avenue  
Manzanita Room  
Santa Rosa, CA. 95401**

**The February 7, 2024 Community Advisory Council meeting will be held as an in-person/online hybrid format.**

**MEMBERS OF THE PUBLIC MAY ATTEND THIS MEETING IN PERSON AT THE ADDRESS ABOVE, OR MAY JOIN THE MEETING VIRTUALLY THROUGH ZOOM.**

**Members of the Community Advisors Council will attend the meeting in person, except that they may attend virtually via ZOOM, to the extent allowable by the Brown Act for good cause pursuant to AB-2449.**

**Join the Zoom meeting application on your computer, tablet or smartphone:**

**Go to:**

<https://sonomacounty.zoom.us/j/99092635776?pwd=SWFKYmR4N2drMFZlNnE0T3NMeDlhZz09>

*Please be advised that those participating in the meeting remotely via Zoom do so at their own risk. The CAC's public meetings will not be cancelled if any technical problems occur during the meeting.*

Call-in and listen to the meeting:

By telephone: Dial 1-669-900-9128

Webinar ID: 990 9263 5776

Passcode: (IOLERO) 465376

1. Spanish interpretation will be provided as an accommodation if requested in advance. Please contact the CAC Community Engagement Manager at (707) 565-1534 or by email [cac@sonoma-county.org](mailto:cac@sonoma-county.org) by Noon on Friday, February 2, 2024. We will make every effort to provide for an accommodation. Spanish interpretation will be provided within the zoom application, you must use version 5.9.0 or later.
2. **Interpretación al español se proveerá si usted lo pide antes de la junta.** Por favor llame al Gerente de Compromiso Comunitario del CAC al 707-565-1534 o notifícanos por correo electrónico [cac@sonoma-county.org](mailto:cac@sonoma-county.org) antes de las 12:00 p.m., el viernes, 2 de Febrero del 2024. Haremos todo lo posible para complacerlo. Para traducción en español, se tiene que usar la versión de Zoom 5.9.0 o una versión más adelantada.

3. If you have a disability which requires an accommodation or an alternative format to assist you in observing and commenting on this meeting, please contact the CAC Community Engagement Manager at (707) 565-1534 or by email [cac@sonoma-county.org](mailto:cac@sonoma-county.org) by Noon on Friday, February 2, 2024. We will make every effort to provide for an accommodation.

## **Public Comment at Community Advisory Council Meetings**

Members of the public are free to address the CAC. Public comments:

- Should fall under the subject matter jurisdiction of the CAC (as noted in the founding documents).
- Are time-limited. Time limitations are at the discretion of the Director and Chair and may be adjusted to accommodate all speakers.

In addition to oral public comment at the meetings, the community is also invited to communicate with IOLERO staff and CAC members through email. Members of the public who would like to make statements that may exceed the time limits for public comment, suggest topics to be placed on future agendas, or suggest questions to be raised and discussed by CAC members or staff, may send an email addressing these matters to [CAC@sonoma-county.org](mailto:CAC@sonoma-county.org)

CAC members may not deliberate or take action on items not on the agenda, and may only listen and respond briefly in limited circumstances. Should CAC members wish to deliberate on an issue raised during public comment, that issue may be placed on a future agenda of the CAC for discussion and possible action. Materials related to an item on this Agenda submitted to the CAC after distribution of the agenda packet are available for public inspection in the IOLERO office at the above address during normal business hours or via email.

## **Agenda**

### **1. CALL TO ORDER, ROLL CALL**

### **2. COMMITMENT TO CIVIL ENGAGEMENT**

### **3. APPROVAL OF JANUARY 3, 2024 MEETING MINUTES**

### **4. OPENING AND APPOINTMENT**

Chair will report out on current openings and appointments. If you are interested in applying for the current vacancy please visit: <https://sonomacounty.ca.gov/boardsandcommissions>

#### A. Current Vacancy:

- District 5

### **5. CORRESPONDENCE ITEMS**

The Chair will report out on correspondence items received from members of the public and relevant to CAC business.

6. **DIRECTOR'S REPORT (ORAL REPORT ONLY)**

7. **SHERIFF'S LIAISON REPORT (ORAL REPORT ONLY)**

8. **PRESENTATIONS**

A. Receive and Discuss Presentation on PC. 832.7

9. **BUSINESS ITEMS**

A. Overview of 2023 CAC Retreat and Preview and Discussion of the 2024 CAC Retreat Scheduled for Saturday February 24, 2024 from 10AM to 2PM at the Sonoma County Library, 9291 Old Redwood Highway #100 in Windsor CA. 2023 CAC Retreat Agenda and 2023 Retreat Report (Exhibit 1)

10. **CAC COMMITTEE REPORTS (ORAL REPORTS)**

Councilmembers to provide verbal reports and/or updates on the work being conducted by their committees. There are no written reports for these items.

A. Community Engagement

B. Racial and Identity Profiling Act (RIPA)

C. Recruitment and Hiring Practices

D. Policy Recommendations Review

E. Evictions

11. **OPEN TIME FOR PUBLIC COMMENT**

This section is intended for items not appearing on the agenda but within the subject matter jurisdiction of the CAC. Please state your name and who you represent, if applicable.

Comments will be limited at the discretion of the chairs based on number of comments and other factors.

12. **REQUESTS FOR FUTURE AGENDA ITEMS**

13. **CAC ANNOUNCEMENTS**

Councilmembers may provide oral announcements on things related to CAC business.

#### **14. ADJOURNMENT**

The next regular meeting of the Community Advisory Council will be Wednesday March 6, 2024 at 6:00pm.

The in-person/hybrid meeting will be at the following location:

**Location:  
Finley Community Center  
2060 W. College Avenue  
Manzanita Room  
Santa Rosa, CA. 95401**

#### **15. AD HOC COMMITTEES WORKING MEETINGS**

If desired by the Ad Hoc Committees, the Ad Hoc committees will meet after the regularly scheduled meeting. The public is free to attend but, as these are ad hoc working meetings, no official public comment period will be held.

#### **Commitment to Civil Engagement**

All are encouraged to engage in respectful, non-disruptive communication that supports freedom of speech and values diversity of opinion. We, the members of the CAC, have adopted a list of norms referred to as our “Designed Team Alliance”, which describes the way we want to show-up and be in community while modeling collaborative behavior. We request that CAC members, staff, and the public follow the CAC’s agreed upon norms, which are:

- Be tough on the topic not on people
- Respect all participants in the meeting
- Respect others’ perspective, even when you disagree
- Respect each other’s time
- Stay within the meeting’s time and content parameters
- Practice active listening
- Listen with an open mind to all information, including dissenting points of view
- Speak to others as you would like to be spoken to
- Allow others to speak without comment or intrusive sounds
- Honor freedom of speech
- Call each other “in”



**Community Advisory Council Meeting Minutes**  
Independent Office of Law Enforcement Review and Outreach  
**January 3, 2024**

**Members of the public and CAC members attended this meeting in person/online hybrid format. January 3, 2024 Community Advisory Council meeting was held hybrid in person and via zoom.**

**PRESENT**

Council Members: Trevor Ward, Lorena Barrera, Nancy Pemberton, Robin Jurs (In at 6:05), David Jones, George Valenzuela, Tom Rose, Darnell Bowen (zoom)

IOLERO Staff: John Alden, IOLERO Director, Lizett Camacho, Community Engagement Manager

Members of the Public: 2 members of the public attended via Zoom. 1 member attended in-person.

Sheriff's Office: Correctional Captain Melissa Parmenter, Administrative Services Officer Sharon Post

Absent: Nathan Solomon, Esther Lemus

**Call to Order**

The meeting was called to order at 6:00 p.m.

**AGENDA**

**1. WELCOME AND ROLL CALL**

The meeting was facilitated by CAC Chair Barrera. Council members introduced themselves to the public.

Chair Barrera announced that on the basis of just cause, Councilmember Bowen would be appearing remotely. Upon entering the meeting, Chair Barrera read the required script. Being that the basis was under just cause, no action was necessary and Councilmember Bowen was able to participate in the meeting remotely.

**2. COMMITMENT TO CIVIL ENGAGEMENT**

Vice Chair Pemberton read the Commitment to Civil Engagement to the public.

**3. REORGANIZATION OF CAC OFFICERS**

A. Selection of Chair- Received one nomination for Lorena Barrera. Lorena accepted the nomination. There were no additional nominations.

Public comment: no public comment.

B. Selection of Vice Chair-Received one nomination for Nancy Pemberton. Nancy accepted the nomination. There were no additional nominations.

Public comment: no public comment.

Motion to select Barrera as Chair and Pemberton as vice Chair: Councilmember Valenzuela

2<sup>nd</sup>: Councilmember Jones

Vote

Ayes: Ward, Jurs, Valenzuela, Jones, Bowen, Rose, Pemberton, Barrera

Abstain:

Absent: Lemus, Solomon

Motion carries.

#### **4. APPROVAL OF NOVEMBER 1, 2023 MEETING MINUTES**

A. Motion to approve the meeting minutes: Councilmember Valenzuela

2<sup>nd</sup>: Councilmember Jones

Vote:

Ayes: Jurs, Barrera, Pemberton, Ward, Valenzuela, Jones

Abstain: Rose, Bowen

Absent: Lemus, Solomon

Motion carries.

#### **5. OPENINGS AND APPOINTMENTS**

A. We continue to have the following vacancies:

- District 5

#### **6. CORRESPONDENCE ITEMS**

Chair Barrera announced there were no correspondence items to report.

#### **7. DIRECTOR'S REPORT**

Director Alden shared IOLERO staff and some CAC members attended the National

Association of Civilian Oversight of Law Enforcement (NACOLE) Conference last November. Director Alden mentioned that the conference was very well attended by other oversight groups, had multiple tracks for conference attendees, and that IOLERO staff reported they learned a great deal.

Public Comment: 1 member of the public addressed the director

## 8. SHERIFF'S LIAISON REPORT

A. Receive Presentation and Discussion on the Topic of Inmate Welfare Trust Fund Annual Report.

A presentation was provided on the item by Sonoma Sheriffs Administrative Services Officer Sharon Post. CAC members asked questions and provided comments.

Public Comment: 1 member of the public addressed the presenters.

B. Received Oral Presentation on the Update on Out-of-County Detention Facility Housing of Incarcerated Adults

Correctional Captain Melissa Parmenter presented the item. CAC members asked questions and provided comments.

Public Comment: 1 member of the public addressed the presenters.

## 9. BUSINESS ITEMS

A. Discussion and Possible Action on Setting up CAC Possible Retreat Dates: Saturday, January 27; Saturday February 17; Saturday February 24.

CAC members held a discussion and asked staff regarding the intended location Of the retreat. Staff reported seeking dates for the Manzanita Room at the Finley Community Center. Councilmembers requested a larger room be requested to accommodate a larger group of community members. Staff confirmed a new location would be acquired. After further discussion on the proposed dates, CAC members gave consensus on, Saturday February 24, 2024 10a.m. to 2:00p.m. at a location that would later be determined. CAC members asked staff to advertise the retreat information in advance.

Public comment: 1 member of the public addressed the CAC.

## 10. CAC AD HOC REPORTS

**A. Community Engagement:** Vice Chair Pemberton reported on the listening session that took place in December regarding the DA's decision to not file charges against the deputies involved in the fatal shooting of David Pelaez-Chavez. Members provided opinions on why the attendance for the meeting was so low. Members discussed that better advertising of the meeting would likely have made a difference in the attendance and interest from members in the community.

The committee expects to meet again in February, preceding the regular meeting of the CAC.

Vice Chair also reported that she will be speaking at the Regional Training Center for Law Enforcement about the work of IOLERO and the CAC. She also noted that NACOLE will be offering an online webinar regarding community engagement and CAC members are welcomed to register for it.

**B. Racial and Identity Profiling Act (RIPA):** the committee has not met and there is no report to share.

**C. Recruitment and Hiring Practices:** Vice Chair Pemberton reported that the committee produced a lengthy set of questions for Sheriff Engram and the Sheriff Liaison Sean Jones. The SCSO will be working on those questions. Sheriff Engram is interested in being part of the that discussion and therefore a meeting will be scheduled sometime in February or March to meet with Sheriff Engram.

**D. Policy Recommendations Review:** Councilmember Jones reported that the ad hoc continues to review and research canine policies for potential approaches for additional clarification from the SCSO. The committee is looking forward to having this discussion in the very near future.

**E. Evictions:** Nothing to report.

## **11. OPEN TIME FOR PUBLIC COMMENT**

Public comment: 1 member of the public addressed the CAC.

## **12. REQUESTS FOR FUTURE AGENDA ITEMS**

A. Presentation on Penal Code 832.7

B. Retreat details and discussion

## **13. ANNOUNCEMENTS**

CAC members reported on their experiences attending the NACOLE conference in November. Councilmembers Jurs, Bowen, Ward, and Jones shared positive experiences.

#### 14. ADJOURNMENT

The meeting was adjourned at 8:15pm.

The next meeting of the CAC is scheduled for Wednesday, February 7, 2023, at 6:00pm and it will be hybrid (via zoom and in-person).

**Location:**

**Finley Community Center  
2060 W. College Avenue  
Manzanita Room  
Santa Rosa, CA. 95401**

DRAFT

# RIGHT TO KNOW: DISCLOSURE OF POLICE RECORDS UNDER PENAL CODE 832.7

---



Elizabeth Coleman  
Deputy County Counsel  
Feb. 7, 2024

**WHAT MUST BE DISCLOSED?**



**WHEN AND HOW MUST  
DISCLOSURES OCCUR?**



**HOW DOES IOLERO REVIEW FIT  
INTO DISCLOSURE?**

---

# Introduction

Senate Bill 1421 (2018): The Right to Know Act broadened the public's ability to obtain records about police shootings, other significant uses of force and certain disciplinary records.

Assembly Bill 748 (2018): increased transparency by requiring that agencies disclose recordings of "critical incidents," which includes body camera video of police shootings, among other important recordings.

Senate Bill 16 (2021): expanded the categories of misconduct subject to disclosure and made a number of procedural changes, including new deadlines for disclosure and limiting certain reasons for withholding records



# PENAL CODE SECTION 832.7

- Governs Confidentiality of Peace Officer Employment Records
  - General rule makes employee records confidential
  - Exceptions allowing/requiring disclosure of information related to police conduct housed in Sec. 832.7

# RECORDS TO BE DISCLOSED REGARDLESS OF FINDINGS:

- Officer-involved Shootings
  - Great Bodily Harm

# OFFICER INVOLVED SHOOTINGS

- **An agency must disclose records relating to any incident in which an officer discharged a firearm at a person.**
  - Even if nobody was hit or injured.
  - Even if there was no investigation.
  - Whether or not there are findings that an officer violated any policy or law.

# GREAT BODILY HARM OR DEATH

- + • **An agency must disclose records relating to any** + • ○
  - **incident in which an officer's use of force resulted in death, or in great bodily injury:**
    - Doesn't always have to be "serious" bodily injury.
      - Even if there was no investigation.
    - Whether or not there are findings that an officer violated any policy or law.

# SOME RECORDS TO BE DISCLOSED ONLY AFTER SUSTAINED FINDINGS

- What Counts as a “Sustained Finding?”
- What Records are Released with Sustained Findings?

# SUSTAINED FINDINGS:

- + A “sustained” finding is a final determination by the agency, hearing officer, or other applicable investigating agency, following an investigation and opportunity for an administrative appeal, that the actions of the officer violated law or department policy.

-Penal Code Section 832.8(b)

# DISCLOSE ON SUSTAINED FINDINGS OF: SEXUAL ASSAULT

- + Sexual assault is broadly defined for this purpose:
  - Proposition/engage in sex acts with member of public while on duty
  - Coercive acts or attempts (e.g. threat, offer of leniency, force) under color of law, whether on or off duty

Law enforcement agency or oversight agency finding.

# DISCLOSE ON SUSTAINED FINDINGS OF: DISHONESTY

- + Disclosure required of records relating to an incident in which a sustained finding was made of dishonesty by an officer directly relating to the
  - **reporting, investigation, or prosecution of a crime, or directly relating to the reporting of, or investigation of misconduct by, another peace officer.**

E.g., perjury, false statements, filing false reports, destruction, falsifying, or concealing of evidence.

Law enforcement agency or oversight agency finding.

# DISCLOSE ON SUSTAINED FINDINGS OF: UNREASONABLE OR EXCESSIVE FORCE

Disclosure required of records relating to an incident in which a sustained finding was made relating to a complaint that alleges unreasonable or excessive force.

- Allowed to use objectively reasonable force to effect the arrest, to prevent escape, or to overcome resistance, evaluated as set out in Penal Code.
- Excessive force is force beyond reasonable force, or otherwise violates law or statute.
- Law enforcement agencies required to maintain use of force policies.

No reference to oversight agency findings in statute.

# DISCLOSE ON SUSTAINED FINDINGS OF: FAILURE TO INTERVENE

- Disclosure required of records relating to an incident in which a sustained finding was made that an officer failed to intervene against another officer using force that is clearly unreasonable or excessive.
  - Not defined in Penal Code 832.7
  - Elsewhere, state law requires use of force policies to contain a requirement that an officer intercede when present and observing another officer using force that is clearly beyond that which is necessary, as determined by an objectively reasonable officer under the circumstances, taking into account the possibility that other officers may have additional information regarding the threat posed by a subject.

No reference to oversight agency findings in statute.

# DISCLOSE ON SUSTAINED FINDINGS OF: PREJUDICE OR DISCRIMINATION

Sustained finding by any law enforcement agency or oversight agency:

- + • An officer engaged in conduct such as verbal statements, writings, online posts, records, and gestures involving prejudice or discrimination against a person on the basis of race, religious creed, color, national origin, ancestry, physical and/or mental disability, medical condition, genetic information, marital status, sex, gender, gender identity or expression, age, sexual orientation, or military and veteran status.

Law enforcement agency or oversight agency finding.

# DISCLOSE ON SUSTAINED FINDINGS OF: UNLAWFUL ARREST OR SEARCH

Sustained finding by any law enforcement agency or oversight agency:

- +
  - A peace officer made an unlawful arrest or conducted an unlawful search. Section 832.7(b)(1)(E).

Law enforcement agency or oversight agency finding.

Note: Does not apply to custodial officer.

# DOCUMENTS MUST BE DISCLOSED, NOW WHAT?

WHAT MUST BE DISCLOSED?

HOW ARE THEY RELEASED OR REQUESTED?

WHEN MUST IT BE DISCLOSED?

## DISCLOSABLE RECORDS:

- All investigative reports; photographic, audio, and video evidence; transcripts or recordings of interviews; autopsy reports; all materials compiled and presented for review to “ anyone who determines whether the officer’s action was consistent with law or policy or determines whether to file charges against the officer; +
- Records related to “what discipline to impose or corrective action to take; documents setting forth findings or recommended findings; and copies of disciplinary records relating to the incident, including any letters of intent to impose discipline, any documents reflecting modifications of discipline due to the Skelly or grievance process, and letters indicating final imposition of discipline or other documentation reflecting implementation of corrective action.” +

## REQUESTING RECORDS:

Records disclosable under the amended language of Section 832.7 can be disclosed per a California Public Records Act Request.

Sonoma County Sheriff's Office Maintains a website with disclosable information for ease of access: <https://www.sonomasheriff.org/sb1421>

# TIMELINE TO DISCLOSE RECORDS:

Per terms of SB 16, records subject to disclosure under Section 832.7(b) “shall be provided at the earliest possible time and no later than 45 days from the date of a request for their disclosure,” unless “temporary withholding for a longer period is permitted.” Section 832.7(b)(11).

- Active criminal investigation, withhold until sooner of 60 days or decision to file charges made.
  - May delay further if the disclosure could reasonably be expected to interfere with a criminal enforcement proceeding against an officer who engaged in misconduct/force.
  - May delay further if disclosure could reasonably be expected to interfere with a criminal enforcement proceeding against someone other than the officer who engaged in the misconduct/force.
  - If charges filed against the officer, delay through verdict.
- Withhold during administrative investigation, not more than 180 days.

## RELATED DISCLOSURE RULES RE RECORDING OF “CRITICAL INCIDENTS”

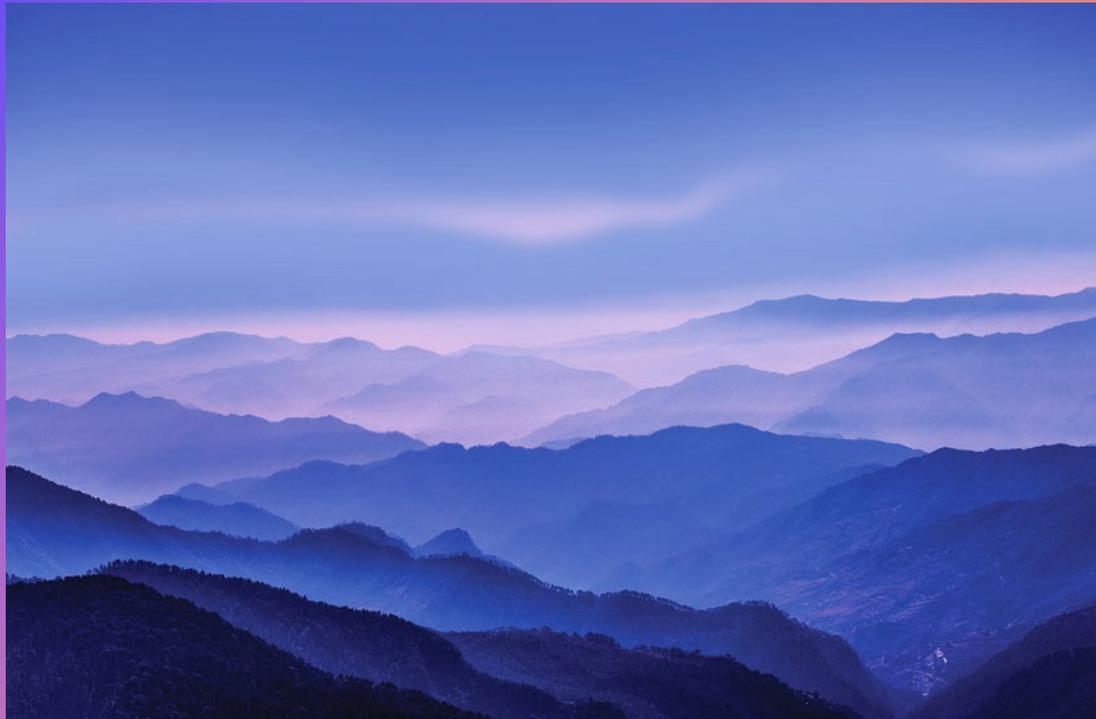
Gov. Code Section 7923.625 provides for release of video and audio recordings of the same types of officer-involved shooting and use of force incidents for which records must be released under Penal Code section 832.7(b).

Section 7923.625 allows an agency to withhold audio and video recordings of critical incidents in the limited circumstances.

- Active investigation
- Redaction for privacy

# WHAT ABOUT IOLERO?

- + Disclosure to IOLERO/Director is pursuant to Sonoma County Code Sections 2-392 et seq., Gov. Code 25303.7, Operational Agreement +
- ○ Official Use by IOLERO auditors and Director is not governed by 832.7 disclosure rules (internal use only)
- IOLERO Director and auditors may not disclose otherwise undisclosable information to CAC or public, even if they maintain separate copies.



# Questions?



+



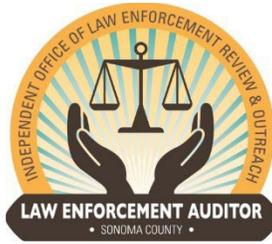
o



.



# THANK YOU



**Independent Office of Law Enforcement Review and Outreach (IOLERO)  
Special Meeting of the Community Advisory Council (CAC)  
CAC 2024 Strategic Planning Workshop  
Public Meeting Agenda  
February 24, 2024 10:00 a.m.**

**THIS MEETING WILL BE HELD IN-PERSON ONLY.**

**Location:** Sonoma County Library, 9291 Old Redwood Highway #100, Windsor CA.  
95492  
**Time:** 10:00am – 2:00pm

RSVP welcomed via email to [IOLERO@sonoma-county.org](mailto:IOLERO@sonoma-county.org) or by calling 707-565-1534.

### **Public Comment at Community Advisory Council Meetings**

Members of the public are free to address the CAC. Public comments:

- Should fall under the subject matter jurisdiction of the CAC (as noted in the founding documents).
- Are time-limited. Time limitations are at the discretion of the Director and Chair and may be adjusted to accommodate all speakers.

In addition to oral public comment at the meetings, the community is also invited to communicate with IOLERO staff and CAC members through email. Members of the public who would like to make statements that may exceed the time limits for public comment, suggest topics to be placed on future agendas, or suggest questions to be raised and discussed by CAC members or staff, may send an email addressing these matters to [CAC@sonoma-county.org](mailto:CAC@sonoma-county.org)

CAC members may not deliberate or take action on items not on the agenda, and may only listen and respond briefly in limited circumstances. Should CAC members wish to deliberate on an issue raised during public comment, that issue may be placed on a future agenda of the CAC for discussion and possible action. Materials related to an item on this Agenda submitted to the CAC after distribution of the agenda packet are available for public inspection in the IOLERO office at the above address during normal business hours or via email.

### **Agenda**

#### **1. Public Comment on Agenda Items**

The public will be invited to comment on the agenda times listed below

#### **2. Board of Supervisors Chair, David Rabbitt**

The CAC will receive a report about the current work of the Board of Supervisors

#### **3. Sonoma County Sheriff Eddie Engram**

The CAC will receive a report about the current work of the Sonoma County Sheriff's Office

#### **4. CAC 2024 Strategic Planning Workshop**

Welcome and Purpose of Meeting  
Read Commitment to Civil Engagement

#### **5. DISCUSSION OF 2024 CAC PRIORITIES**

The IOLERO Director will assist the CAC Officers in facilitating a discussion regarding 2024 priorities

**6. ADJOURNMENT** The next regular meeting of the Community Advisory Council will be held March 6, 2024 at 6:00pm.

#### **Location:**

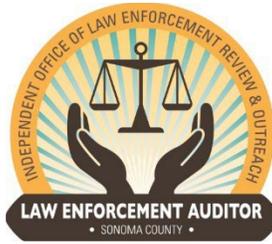
**Manzanita Room  
Finley Community Center  
2060 W. College Ave  
Santa Rosa, CA. 95403**

#### **Commitment to Civil Engagement**

All are encouraged to engage in respectful, non-disruptive communication that supports freedom of speech and values diversity of opinion. We, the members of the CAC, have adopted a list of norms referred to as our "Designed Team Alliance", which describes the way we want to show-up and be in community while modeling collaborative behavior. We request that CAC members, staff, and the public follow the CAC's agreed upon norms, which are:

- Be tough on the topic not on people
- Respect all participants in the meeting
- Respect others' perspective, even when you disagree
- Respect each other's time
- Stay within the meeting's time and content parameters
- Practice active listening
- Listen with an open mind to all information, including dissenting points of view
- Speak to others as you would like to be spoken to
- Allow others to speak without comment or intrusive sounds
- Honor freedom of speech
- Call each other "in"

# EXHIBIT 1



**Independent Office of Law Enforcement Review and Outreach (IOLERO)  
Special Meeting of the Community Advisory Council (CAC)  
CAC 1<sup>st</sup> Annual Retreat  
Public Meeting Agenda  
February 25, 2023 10:00 a.m.**

**This meeting will be held in-person.**

**Location:** HR Training Center, 575 Administration Drive Suite 117C, Santa Rosa, CA 95403  
**Time:** 10:00am – 2:00pm

RSVP welcomed via email to [IOLERO@sonoma-county.org](mailto:IOLERO@sonoma-county.org) or by calling 707-565-1534.

**Public Comment at Community Advisory Council Meetings**

Members of the public are free to address the CAC. Public comments:

- Should fall under the subject matter jurisdiction of the CAC (as noted in the founding documents).
- Are time-limited. Time limitations are at the discretion of the Director and Chair and may be adjusted to accommodate all speakers.

In addition to oral public comment at the meetings, the community is also invited to communicate with IOLERO staff and CAC members through email. Members of the public who would like to make statements that may exceed the time limits for public comment, suggest topics to be placed on future agendas, or suggest questions to be raised and discussed by CAC members or staff, may send an email addressing these matters to [CAC@sonoma-county.org](mailto:CAC@sonoma-county.org)

CAC members may not deliberate or take action on items not on the agenda, and may only listen and respond briefly in limited circumstances. Should CAC members wish to deliberate on an issue raised during public comment, that issue may be placed on a future agenda of the CAC for discussion and possible action. Materials related to an item on this Agenda submitted to the CAC after distribution of the agenda packet are available for public inspection in the IOLERO office at the above address during normal business hours or via email.

**Agenda**

**1. Public Comment on Agenda Items and Items not Agendized**

- The public will be invited to comment on the agenda items listed below and also any items not listed on the agenda
- 3 minutes per speaker

**2. BOS- Supervisor Chris Coursey**

- Panel Discussion

**3. SCSO- Sheriff Eddie Engram**

- Panel Discussion

**4. Director's message for a proactive/productive 2023**

- Panel Discussion

**5. CAC 1<sup>st</sup> Annual Retreat**

- Welcome and Introduction by new Chair and Vice Chair
- Read Team Alliance
- Agenda Review

**6. Adjournment** The next regular meeting of the Community Advisory Council will be held on Monday March 6, 2023 at 6:00pm. The in-person/hybrid meeting will be at the following location:

**HR Training Center, 575 Administration Drive Suite 117C  
Santa Rosa, CA. 95403**

**Commitment to Civil Engagement**

All are encouraged to engage in respectful communication that supports freedom of speech and values diversity of opinion. CAC Members, staff, and the public are encouraged to:

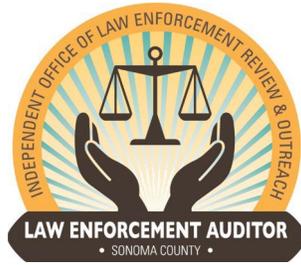
- Create an atmosphere of respect and civility where CAC members, county staff, and the public are free to express their ideas within the time and content parameters established by the Brown Act and the CAC's standard parliamentary procedures;
- Adhere to time limits for each individual speaker, in order to allow as many people as possible the opportunity to be heard on as many agenda items as possible;
- Establish and maintain a cordial and respectful atmosphere during discussions;
- Foster meaningful communication free of attacks of a personal nature and/or attacks based on age, (dis)ability, class, education level, gender, gender identity, occupation, race and/or ethnicity, sexual orientation;
- Listen with an open mind to all information, including dissenting points of view, regarding issues presented to the CAC;
- Recognize it is sometimes difficult to speak at meetings, and out of respect for each person's perspective, allow speakers to have their say without comment or body gestures, including booing, whistling or clapping.

## **Designed Team Alliance**

All are encouraged to engage in respectful, non-disruptive communication that supports freedom of speech and values diversity of opinion. Our Designed Team Alliance is a list of norms, which describe the way CAC wants to show-up and be in community while modeling collaborative behavior. We request that CAC members, staff, and the public follow the CAC's agreed upon Designed Team Alliance.

### **Our Designed Team Alliance is:**

- Be tough on topic not on people
- Respect others
- Respect other's perspective
- Respect time
- Practice active listening
- Be open minded
- Speak to others as you would Like to be spoken to
- Honor freedom of speech
- Call each other "in"



DATE: March 22, 2023

TO: Members of the Community Advisory Council (CAC)

FROM: John Alden, IOLERO Director

RE: Work Plan from CAC 2023 Retreat

The Community Advisory Council (CAC) held a retreat on Saturday, February 25, 2023, to discuss, among other issues, what policy issues the CAC might address in the upcoming year. This memo memorializes for the CAC the policy issues identified as priorities at the CAC Retreat, the committees the CAC chose to form at that Retreat, and the calendar of meetings for the upcoming year. Together, these comprise the Work Plan for the CAC for the upcoming year.

### A. PRIORITY POLICY ISSUES

The policy issues identified by the CAC were as follows, in the priority order created by the CAC:

#### 1. Traffic Stops / RIPA Report Follow-Up (9 votes)

Racial disparities in traffic stops have been an issue of much discussion nationwide, and for some time. Recently the State of California has begun requiring individual law enforcement agencies to record the perceived race of stopped drivers, among other characteristics. Many agencies in Sonoma County just began to record such data in mid-2021. The state board responsible for gathering and reporting this data to the public is called “RIPA.” The RIPA annual reports summarizing and analyzing this data are far too complicated to recount accurately here. But in short, they do indicate that traffic stops of BIPOC drivers happen at a higher rate than BIPOC residents in California as a whole.

The 2023 RIPA Report showing Sonoma County’s data for the second half of 2021 is now available here: <https://oag.ca.gov/system/files/media/ripa-board-report-2023.pdf> At page 34, one can find the total number of reported traffic stops for the SCSO and the contract agencies of Sonoma PD and Windsor PD. In total, these are just over 3,000 reported stops. This is fewer than the reported stops for Petaluma PD in the same period, and roughly half that of Santa Rosa PD.

Some agencies have begun exploring ways to address these disparities. As noted in the 2023 RIPA Report, some Bay Area cities have considered whether local law enforcement should create local policies changing their traffic enforcement priorities. To date, these ideas have been

met with some debate, including varying responses from different BIPOC communities in San Francisco, Los Angeles and other communities to such proposals.

Questions for the CAC to consider will include, among other issues, what conclusions, if any, can be reached about the impact of SCSO detentions on BIPOC communities in Sonoma County, and what specific changes to traffic stop or detention policies can be recommended in Sonoma County.

The CAC has decided to form an Ad Hoc Committee on this topic.

## 2. Recruitment and Hiring Best Practices / Law Enforcement Culture (9 Votes)

Recruiting new hires has been a substantial challenge for law enforcement throughout the state and nation in the last few years. The SCSO has been assertive in the last few years in recruiting new members, and continues to need more recruits to maintain staffing. See, for example, the SCSO recruiting page: <https://sonomasheriffjobs.wordpress.com/>

Diversification of the law enforcement workforce has also been a priority nationwide. Sheriff Engram has stated his commitment to diversifying the SCSO workforce, as well, both by race and gender. Some studies suggest diversification of law enforcement agencies may lead to increased community trust. See, for example, the US Department of Justice / Equal Employment Opportunity Commission's Advancing Diversity in Law Enforcement initiative: <https://www.eeoc.gov/advancing-diversity-law-enforcement>

The CAC will consider whether the CAC can assist with outreach to potential employment candidates, whether the SCSO would benefit from more public attention on this issue through the CAC, and whether the CAC could provide any insight into changes in recruiting, screening, hiring, and retention practices that might assist with diversification and recruitment. The CAC has also identified these practices as key in creating community-oriented culture within law enforcement.

The CAC decided to create an Ad Hoc Committee on this topic.

## 3. Mental Health (6 Votes)

Provision of mental health treatment by first responders is evolving throughout the state. The County of Sonoma and several cities within the County have already created systems to respond to calls for service for those experiencing mental health crises, rather than simply sending law enforcement to handle these issues themselves. For example, the County's Behavioral Health Division within the Department of Health Services offers the "Mobile Support Team":

<https://sonomacounty.ca.gov/health-and-human-services/health-services/divisions/behavioral-health/services/community-response-and-engagement/mobile-support-team>

After that first response, continued treatment can be hard to secure. People needing treatment can then receive mental health services from local hospitals, but such resources in Sonoma County are reportedly strained to keep up with demand. As a result, many of the detainees in the jail are suffering from mental health challenges, making the jail the largest single *de facto* mental health treatment facility in Sonoma County.

The Board of Supervisors has prioritized expansion of mental health services. Funding and locating sufficient treatment professionals in Sonoma County remain key challenges.

The CAC will consider these distinct issues:

- a. Assessing how best to support the continuation of alternatives to having law enforcement be first responders, like the Mobile Support Team.
- b. Considering policy or budgetary changes that might support mental health treatment in custody at the jail.
- c. Advocacy in support of additional treatment options other than jail or emergency rooms in order to reduce the need for SCSO to have to respond to mental health crises in the field.

#### 4. Evictions and Unlawful Detainers (5 Votes)

Sheriffs Offices are the only law enforcement agencies specifically charged with handling evictions. The rate at which tenants across California are evicted is wide expected to increase as COVID-era eviction protections slowly roll back. Generally speaking, whether a person is evicted is a decision made by courts, not sheriffs. But local sheriffs do have some control over how they communicate with tenants, and how the evictions are carried out. See, for example, some examples from other communities:

<https://www.sfsheriff.com/services/civil-processes/evictions/get-help-if-youre-being-evicted>

<https://dcba.lacounty.gov/portfolio/eviction/>

To date, how the SCSO approaches evictions in Sonoma County has not been addressed by the CAC. If the CAC were interested in this issue in the next year, the CAC might consider how many evictions are likely in 2023 and/or 2024 as a tool to assess how urgent this issue might be, and whether the CAC might contribute towards policies at the SCSO that might make the eviction process clearer or less stressful for tenants being evicted.

#### 5. De-Escalation (4 Votes)

The CAC previously provided suggested policies with respect to de-escalation of force:

<https://sonomacounty.ca.gov/Main%20County%20Site/General/Sonoma/BCCs/Department%20Information/Documents/7-12-2021-De-Escalation-Policy-Recommendations-Final.pdf>

The SCSO subsequently enacted a de-escalation policy, as required by state law:

<https://static1.squarespace.com/static/542ec317e4b0d41ade8801fb/t/61e07774d365911a737b8270/1642100596719/De-Escalation.pdf>

But since then, the CAC and SCSO do not appear to have followed-up on de-escalation with each other. Given the centrality of de-escalation to modern use of force, the CAC will continue the conversation with the SCSO on this topic by inquiring as to the differences between the recommended and adopted policies, examining current training at the SCSO on de-escalation, and assessing whether any data shows how well de-escalation policy and training have improved outcomes in the field for both the public and SCSO personnel.

The CAC also noted the following policy areas as being of interest should time permit this year (3 votes each):

6. Follow-Up on IOLERO 2017-2019 Recommendations on Improvements to SCSO Internal Affairs Division Investigative Procedures and Practices.
7. Treatment of Transgender Inmates

## B. COMMITTEES

The CAC also agreed to make the following changes to its committee structure to accomplish its goals in the next year:

- a. Wind down the Extremism in Policing Ad Hoc once its recommendations are finalized by the full CAC;
- b. Create a Standing Committee for Community Engagement, since this is an ongoing responsibility of the CAC;
- c. Create two new Ad Hocs on specific policies, as noted above:
  - a. Traffic Stops / RIPA Report Follow-Up;
  - b. Recruitment and Hiring Best Practices / Law Enforcement Culture

Members for these new committees have not yet been selected. Dates for launching each committee are noted below in the Calendar section.

## C. CALENDAR

The CAC also agreed to the following calendar for its future meetings in order to work on the above priorities, modified slightly to reflect work completed at the first meeting in March, 2023:

John Alden, Director | IOLERO | 3333 Mendocino Avenue, Suite 240, Santa Rosa, CA 95403 | 707-565-1534 | Fax 707-565-5715  
IOLERO@sonoma-county.org | [www.sonoma-county.org/IOLERO](http://www.sonoma-county.org/IOLERO)

March 2023:

IOLERO Annual Report 2021-2022

Investigative Process presentation from IOLERO to CAC

April 2023:

SCSO Presentation on Traffic Stops / RIPA Report

Extremism In Policing Report and Ad Hoc Close-Out

May 2023:

IOLERO Update on Measure P Letters of Agreement

SCSO Presentation on Recruitment and Hiring Best Practices, and Ad Hoc Launch

Consideration of Community Engagement Standing Committee

June 2023:

SCSO Presentation on De-Escalation

De-Escalation Ad Hoc Launch

July 2023:

No Meeting; Summer Break

August 2023:

SCSO Presentation on Eviction Processes

September 2023:

Mental Health First Response and Alternatives to Jail / ER

October 2023:

Report Out from Recruitment and Hiring Best Practices Ad Hoc on Recommendations

### **Initial Goal of the ad Hoc When Established**

*Briefly describe what your ad hoc intended to accomplish when it was first created.*

The Racial and Identity Profiling Act (RIPA) ad Hoc began its work intending to utilize the available data submitted by the Sonoma County Sheriff's Office to the Department of Justice (DOJ) to get an understanding of the ways traffic and pedestrian stops are initiated by the Sheriff's Department. When the ad hoc was first approved by the CAC, the only available data was from the late half of calendar year 2021.

### **Work Conducted to Date**

*Provide some bullet points that summarize the work that your ad hoc has conducted since its creation.*

- The ad hoc met to determine questions to send to the Sheriff's Department to get an understanding of how information is submitted to the DOJ.
- We met to review the responses received from the Sheriff's Office regarding the way data is submitted
- We conducted an analysis of the available data from the DOJ website
- We submitted questions specific to codes on the data
- After discussing patterns determined from the analysis of the data reported within multiple jurisdictions throughout the State and after learning about the interpretation of the data by our Sheriff and District Attorney, we worked to write and submit additional questions to the Sheriff's IOLERO liaison to get an understanding of the accuracy of the data and how corrections are made when an error is determined through the submission of the data.
- We have met to discuss the responses that were received to the questions submitted by the Sheriff's Department

### **Next Steps for the ad Hoc**

*What does your ad hoc anticipate working on in the next few months?*

- We plan on addressing the responses in a way that continues the process of understanding the information and the practices of the Sheriff's Office to allow for opportunities for suggested improvements on current practices that are currently leading to discrepancies.
- We will be requesting to meet with the Sheriff's Office RIPA Administrator
- We plan on meeting the RIPA Administrator(s) in the Santa Rosa Police Department to get an outside perspective that is also within the County to understand their current process in data reporting and error corrections
- We plan to research programs or other jurisdictions that might use a data validation person (like an auditor) behind the data reporting to the DOJ

**Envisioned Final Outcome of ad Hoc**

*What does your ad hoc see as the final goal? Do you have a policy recommendation? Did you simply work on gathering research and analyzing data? Explain what you expect to have accomplished when your ad hoc sunsets.*

We envision our ad Hoc in being able to provide solutions that address the current issues that are currently taking place through the process of data submission to the DOJ and more importantly, the issues that are reflected in the data that is submitted as the data speaks to the actions taken by the Sheriff's Department.

**Estimated End Date for ad Hoc Work**

*When does your ad hoc think the works conducted will be concluded?*

We estimate having a proposal on addressing the issues within the next 6 months.

**Initial Goal of the ad Hoc When Established**

*Briefly describe what your ad hoc intended to accomplish when it was first created.*

Provide recommendations to SCSO to:

- (1) Increase diversity in applicant pool and actual hires of sworn deputies.
- (2) Increase retention of sworn deputies.
- (3) Reduce number of open positions for sworn deputies and dispatchers.

**Work Conducted to Date**

*Provide some bullet points that summarize the work that your ad hoc has conducted since its creation.*

- (1) Attended presentation by HR regarding recruitment and screening practices in HR.
- (2) Self-education.
- (3) Developed and sent list of questions to SCSO re recruitment, hiring and retention practices.

**Next Steps for the ad Hoc**

*What does your ad hoc anticipate working on in the next few months?*

- (1) Meet with appropriate SCSO personnel to discuss responses to questions.
- (2) Focus our efforts as our goals are overbroad.

**Envisioned Final Outcome of ad Hoc**

*What does your ad hoc see as the final goal? Do you have a policy recommendation? Did you simply work on gathering research and analyzing data? Explain what you expect to have accomplished when your ad hoc sunsets.*

Still working on this. Would like to have a series of recommendations to offer SCSO.

**Estimated End Date for ad Hoc Work**

*When does your ad hoc think the works conducted will be concluded?*

Not definite.

## **CAC Policy Review Ad Hoc Report -- January, 2024**

### **Initial Goal of Ad Hoc When Established**

CAC Members Tom Rose, David Jones and Sonoma County resident Alan Pravel began work as an ad hoc committee in October, 2023. The central focus of the committee was and remains to review SCSO use of force policies for adherence to 2021 legislation (Govt. Code Sec. 7286). That section requires, among other things, that law enforcement agencies maintain force policies that require that officers use de-escalation and crisis intervention techniques and other alternatives to force whenever feasible, use only force deemed "proportional" to actual or threatened resistance, and that all law enforcement agency policies provide "comprehensive and specific guidelines" for uses of force, including force methods and devices, discharge of a firearm, and deadly force.

### **Work Conducted to Date**

The committee's initial focus has been on use of canine force. The committee has reviewed recent SCSO canine uses of force, has obtained records related to SCSO canine force injury claims, and has researched studies regarding canine force, as well as canine force policies of other California law enforcement agencies. The committee has just received SCSO's update to its canine policy, and is reviewing that document. The committee is in process of developing a set of talking points and requests for SCSO to consider additional changes to canine policy.

### **Next Steps for the Ad Hoc**

To complete research and talking points document, and to request meeting with Sheriff and appropriate personnel to discuss.

### **Envisioned Final Outcome for the Ad Hoc**

To obtain compliance with law and additional clarity for peace officers and public by providing comprehensive and specific guidelines for uses of force in SCSO force policy documents.

### **Estimated End Date for Ad Hoc Work**

December, 2024.

Evictions Ad Hoc Committee

Members: Esther Lemus, George Valenzuela, Patrick McDonnell (community member)

Date of Report: 1.17.23

### **Initial Goal of the ad Hoc When Established**

*Briefly describe what your ad hoc intended to accomplish when it was first created.*

Name of Ad Hoc: Evictions Ad Hoc

Goal: To improve law enforcement practices when responding to / effectuating housing evictions in Sonoma County

### **Work Conducted to Date**

*Provide some bullet points that summarize the work that your ad hoc has conducted since its creation.*

- Have received Powerpoint presentations from IOLERO Office Staff on Evictions/Eviction Law (Legal Aid Sonoma County / Sonoma County Sheriffs Department)
- Have reviewed above materials
- Have set up Ad Hoc's first meeting which is currently scheduled on 1/22/24

### **Next Steps for the ad Hoc**

*What does your ad hoc anticipate working on in the next few months?*

- Ad Hoc next steps: We plan on gathering information on local eviction practices when the Sheriff is involved and putting together a list of recommendations for improving local practices

### **Envisioned Final Outcome of ad Hoc**

*What does your ad hoc see as the final goal? Do you have a policy recommendation? Did you simply work on gathering research and analyzing data? Explain what you expect to have accomplished when your ad hoc sunsets.*

- Please see response to above question

### **Estimated End Date for ad Hoc Work**

*When does your ad hoc think the works conducted will be concluded?*

- We anticipate that our work will be concluded within 2-3 months