

San José Charter Review Commission Policing & Municipal Law Subcommittee Meeting Agenda & Notes

Revised June 3, 2021

Instructions

- Revise agenda as necessary and take notes in Notes section
- Before closing meeting, capture next steps and update “Topics Covered” and “Notices or Questions for Commission” sections
- Delete this Instructions section and [TEMPLATE] in document title above
- Rename document accordingly and share this report with Commission Secretary Megan Roche (megan.roche@sanjoseca.gov) by noon on the Friday before the next Commission meeting.

Meeting Details

Date/Time	June 3, 2021 - 5:30pm - 7pm
Topics Covered	Subcommittee Structure & Roles, Operating Procedures, Topics of Focus & Scope of Work, Work Plan
Notices or Questions for Commission	<ul style="list-style-type: none"> - <i>Questions to other Commissioners about adding topics related to Policing & Municipal Law</i> -

Kick-off Meeting Agenda (90 mins)

- I. Roll call
- II. Roles:
 - A. Select note taker
 - B. Select lead
- III. Decide how documents will be shared (Google Docs, Microsoft Teams, etc)
- IV. [Confirm list of topics](#) and assign leads to start researching and working on a recommendation memo
- V. Complete [work plan with that info](#)
 - A. Reminder: Committee will need to send workplan and any meeting docs to Megan by June 11 to publish for next committee meeting
- VI. Review a normal subcommittee meeting agenda
 - I. Roll call
 - II. Brief update from each Commissioner on work since last Subcommittee meeting (*5 mins*)
 - III. Review of public comment received via City Clerk's office (*10 mins*)
 - IV. Review of new potential topics (from Commission assignment or public comment) and revision of topic list (*10 mins*)
 - V. Discussion of topics (*45 mins*)
 - VI. Review of draft Recommendation Memos (if any) (*15 mins*)
 - VII. Next steps (*5 mins*)
 - A. Assignment of additional research
 - B. Drafting of Recommendation Memos
- VII. Open discussion

Meeting Notes

- I. In attendance:**
 - A. Commissioner Marshman
 - B. Commissioner Posadas
 - C. Commissioner Amador
 - D. Commissioner Segura
 - E. (absent) Commissioner Segol
- II. Roles:**
 - A. **Select note taker** (*Note taker will create a new agenda from the template each week*)
 1. Commissioner Posadas (note taker)

- a) Commissioner Posadas will be gone June 30th-July 19th
2. Commissioner Segura & Commissioner Marshman (backup note taker)
- B. Select lead:**
 1. Commissioner Marshman
 2. Agenda for the following week will be decided at the end of each meeting
- III. Decide how documents will be shared (Google Docs, Microsoft Teams, etc)**
 - A. Google Docs
- IV. [Confirm list of topics](#) and assign leads to start researching and working on a recommendation memo**
 - A. Current Scope:**
 1. **Purview:** Consider additional measures and potential charter amendments, as needed, that will improve accountability, representation, and inclusion at San José City Hall.
 2. **Description:** Review, evaluate, and provide recommendations to the full Commission on ideas relating to equity and accountability in policing and municipal law in San Jose, including the appointment and/or election of City officials, powers and responsibilities of the City Attorney, citizen review commissions and other possible oversight models.
 - 3. Topics:**
 - a) Directly elected Chief of Police (**lead: Commissioner Marshman; support: Commissioner Amador**)
 - b) Appointment of Citizen's Review Commission for Police Misconduct (**co-lead: Commissioner Amador; co-lead: Commissioner Posadas**)
 - c) Directly elected City Attorney (**lead: Commissioner Segura**)
- V. Complete [work plan with that info](#)**
 - A. Reminder: Committee will need to send workplan and any meeting docs to Megan by June 11 to publish for next committee meeting
 - B. Work plan completed with information above.
- VI. Review a normal subcommittee meeting agenda**
 - A. Roll call
 - B. Brief update from each Commissioner on work since last Subcommittee meeting (5 mins)
 - C. Review of public comment received via City Clerk's office (10 mins)
 - D. Review of new potential topics (from Commission assignment or public comment) and revision of topic list (10 mins)
 - E. Discussion of topics (45 mins)
 - F. Review of draft Recommendation Memos (if any) (15 mins)

G. Next steps (*5 mins*)

1. Assignment of additional research
2. Drafting of Recommendation Memos

VII. Open discussion

- A. **Regular Subcommittee Meeting Time:** Commissioners agreed on Thursdays from 6pm-7:30pm as the regular subcommittee meeting time pending Commissioner Segol's confirmation

VIII. Next Steps

- A. Consultant will follow up with Commissioner Segol to confirm availability
- B. Commissioner Marshman will email Commissioner Amador to get recommendations on community leaders to talk to about movements for Elected Police Chiefs.