

**MINUTES**  
**CITIZENS' LAW ENFORCEMENT REVIEW BOARD MEETING**  
**November 10, 2009**

**Attachment A**

- Roll Call**
- The meeting was held at the County Administration Center and came to order at 5:30 p.m. All Board Members were present.
- Minutes Approval**
- The September 2009 meeting minutes were approved by acclamation.
- Executive Officer Report**
- Executive Officer Carol Trujillo summarized the Investigative Workload & Classification Report for September and October 2009, noting that the inventory of open cases was 93.
  - A change from “no for now,” the County has reconsidered filling the investigator vacancy with an hourly employee and provided Carol Trujillo with a list of retired County employees with investigative experience. She is waiting on the County to determine how much money will be authorized, which will determine how many hours can be paid for, before proceeding.
  - In September Special Investigator Lynn Setzler completed training in computer investigation and websites, which provided an introduction using social networking sites. This type of training will be useful in investigations.
  - In October Lynn Setzler and Carol Trujillo attended two-day seminar on auditing police performance sponsored by the Sheriff’s Department and the International Law Enforcement Association of Auditors.
  - Congratulations to Administrative Secretary Ana Becker for marking her one year anniversary with the Review Board and thanks for her invaluable contributions.
  - Carol Trujillo participated in a best practices interview by Riverside County League of Woman’s Voters on how the Review Board investigates death cases.
  - The Downtown Courthouse will expand into the building housing the Review Board’s office, with an estimated date of completion of 2015. There are no immediate plans to move, but relocation of the office will occur in future.
  - Regarding identification cards: a check of other volunteer boards showed the County does not issue identification cards, so none will be issued to Review Board members unless a business need is identified.
  - Farewell and thank you to Board Member Mark Marchand. His resignation after 5 ½ years of service leaves a vacancy in the First District.
  - Until the investigator vacancy is filled and staff can complete more cases, the meeting schedule will continue to be every other month for 2010, the second Tuesday of the odd-numbered months. The next meeting will be January 12, 2010.
- New Business**
- Carolyn Norris Rhein was appointed by the Board of Supervisors on October 13, 2009, has completed some training, and fills the vacancy in the Fifth District left by Robert Winston, who termed out in June 2009. She was unable to attend due to the flu. She will be sworn in at the January 12, 2010 meeting.
  - Sheriff’s Department presentation and demonstration of a deputy’s weaponry, by Detective Chris Cross with Sergeant Scott Amos.
- Unfinished Business**
- Rules and Regulations Update by Chief Deputy County Counsel William D. Smith, with comments from Carol Trujillo. Handouts provided at the meeting to Board Members and members of the public included existing rules; a working draft presented to Review Board on September 8, 2009; email correspondence with John Parker, former Executive Officer; email comments from the Review Board’s conflicts attorney, Jim Sandler; email correspondence and a letter from Barbara Attard, oversight professional; and a letter from Kevin Keenan, Executive Director of the American Civil Liberties Union (ACLU), San Diego and Imperial Counties.

**Public Comments** The following individuals addressed the Review Board on the draft Rules and Regulations:

- Patrick Hunter, Executive Director of the Citizens Review Board on Police Practices
- Sue Quinn, former CLERB Executive Officer, who gave a handout to staff
- Sarah Abshear for the ACLU

Regarding cases on the agenda:

- Board members acknowledged receipt of a previously provided email from Jason Balto 08-097, who was unable to attend the meeting
- Carol Trujillo read a letter received on 11-10-09 from Sally Cobb, 09-088, who was unable to attend the meeting

**Closed Session**

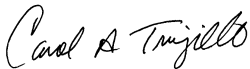
a) Discussion & Consideration of Complaints & Reports - (Govt. Code 54957): Hearing of citizen complaints brought against Sheriff or Probation peace officers (held in closed session unless the employee requests a public session).

b) Public Employee performance evaluation: Title: Executive Officer/Executive Director

<u>CASE NO.</u>	<u>LAST NAME</u>	<u>CASE NO.</u>	<u>LAST NAME</u>
07-008	Mendoza	08-099	Williams
08-076	Kirk	08-100	Schofield
08-077	Smith	09-032	Millan
08-083	Gray	09-042	Brown
08-084	Gray	09-065	Parker
08-097	Balto	09-088	Cobb
08-098	Howard		

The meeting was adjourned at 7:35 p.m.

*Minutes prepared by Ana Becker, Administrative Secretary*



CAROL TRUJILLO  
Executive Officer



EDDIE CASTORIA  
Secretary of the Board