



## COMMUNITY-POLICE ENGAGEMENT COMMISSION

# Agenda

Regular Meeting

April 22, 2024, 2 p.m.

Council Chamber  
1200 Carlsbad Village Dr.  
Carlsbad, CA 92008  
carlsbadca.gov

## Welcome to the Community-Police Engagement Commission Meeting

We welcome your interest and involvement in the city's legislative process. This agenda includes information about topics coming before the Community-Police Engagement Commission and the action recommended by city staff. You can read about each topic in the staff reports, which are available on the city website.

### How to watch

#### In Person



City Council Chamber  
1200 Carlsbad Village Drive

#### Online



Watch the livestream at  
[carlsbadca.gov/watch](https://carlsbadca.gov/watch)

### How to participate

If you would like to provide comments to the Commission, please:

- Fill out a speaker request form, located in the foyer.
- Submit the form to the Clerk before the item begins.
- When it's your turn, the Clerk will call your name and invite you to the podium.
- For non-agenda public comment, speakers must confine their remarks to matters within the Commission's subject matter jurisdiction.
- For public comment on agenda items, speakers must confine their remarks to the question or matter under consideration.
- Speakers have three minutes, unless the presiding officer (usually the Chair) changes that time.
- You may not give your time to another person, but can create a group. A group must select a single speaker as long as three other members of your group are present. All forms must be submitted to the Clerk before the item begins and will only be accepted for items listed on the agenda (not for general public comment at the beginning of the meeting). Group representatives have 10 minutes unless that time is changed by the presiding officer or the Commission.
- Failure to comply with the rules for public participation is disruptive conduct. Continuing disruptive conduct after being asked by the presiding official to cease may result in removal from the meeting.
- **In writing:** Email comments to [clerk@carlsbadca.gov](mailto:clerk@carlsbadca.gov). Comments received by noon the day of the meeting will be shared with the Commission prior to the meeting. When e-mailing comments, please identify in the subject line the agenda item to which your comments relate. All comments received will be included as part of the official record.

### Reasonable accommodations

Reasonable Accommodations Persons with a disability may request an agenda packet in appropriate alternative formats as required by the Americans with Disabilities Act of 1990. Reasonable accommodations and auxiliary aids will be provided to effectively allow participation in the meeting. Please contact the City Manager's Office at 442-339-2821 (voice), 711 (free relay service for TTY users), 760-720-9461 (fax) or [manager@carlsbadca.gov](mailto:manager@carlsbadca.gov) by noon on the day of the meeting to make arrangements. City staff will respond to requests by the start of the meeting and will seek to resolve requests before the start of the meeting in order to maximize accessibility.

**CALL TO ORDER:**

**ROLL CALL:**

**PLEDGE OF ALLEGIANCE:**

**APPROVAL OF MINUTES:**

Minutes of the Special Meeting held Feb. 26, 2024

Minutes of the Special Meeting held March 25, 2024

**PUBLIC COMMENT:** *The Brown Act allows any member of the public to comment on items not on the agenda, provided remarks are confined to matters within the Commission's subject matter jurisdiction. Please treat others with courtesy, civility, and respect. Members of the public may participate in the meeting by submitting comments as provided on the front page of this agenda. The Commission will receive comments as requested up to a total of 15 minutes in the beginning of the meeting. All other non-agenda public comments will be heard at the end of the meeting. In conformance with the Brown Act, no action can occur on these items.*

**CONSENT CALENDAR:** None.

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS:**

1. **CITY COUNCIL LEGISLATIVE SUBCOMMITTEE UPDATE:** Receive a presentation regarding the City of Carlsbad Intergovernmental Affairs Program and the city's recent and ongoing advocacy efforts related to public safety. (Staff contact: Jason Haber, City Manager Department)

**Recommended Action:** Receive the presentation.

2. **PRESENTATION OF THE POLICE DEPARTMENT'S COMPLAINT PROCESS:** Receive a presentation regarding an overview of the Police Department's Complaint system and overall process. (Staff contact: Reid Shipley, Police Department)

**Recommended Action:** Receive the presentation.

3. **POLICE CHIEF'S REPORT ON RECENT COMMUNITY EVENTS:** Receive a report from the Chief of Police regarding recent events in the City of Carlsbad. (Staff contact: Christie Calderwood, Police Department)

**Recommended Action:** Receive the report.

**COMMISSION MEMBER COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:** *This portion of the agenda is for the Commission to make brief announcements, brief reports of their activities and requests for future agenda items.*

**STAFF COMMENTS:**

**ADJOURNMENT:**



COMMUNITY-POLICE ENGAGEMENT COMMISSION

# Agenda

Special Meeting

Feb. 26, 2024, 2 p.m.

Council Chamber  
1200 Carlsbad Village Dr.  
Carlsbad, CA 92008  
carlsbadca.gov

**CALL TO ORDER:** 2 p.m.

**ROLL CALL:** Connolly, Zepeda, Frazee, Novak, Cannon.

**PLEDGE OF ALLEGIANCE:** Commissioner Novak led the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

Minutes of the Regular Meeting held Jan. 22, 2024

Chair Connolly requested that a section of the minutes related to F.B.I. involvement be revised and be returned to staff for clarification.

**PRESENTATIONS:** None.

**PUBLIC COMMENT ON AGENDA ITEM ONLY:** None.

**CONSENT CALENDAR:** None.

**PUBLIC HEARINGS:** None.

**DEPARTMENTAL REPORTS**

*This item was continued from the Regular Meeting held Jan. 22, 2024*

1. **COMMUNITY-POLICE ENGAGEMENT COMMISSION WORK PLAN:** Participate in a facilitated discussion creating the draft Community-Police Engagement Commission Annual Work Plan. (Staff contact: Kristina Ray, Communication & Engagement)

**Recommended Action:** Participate in a discussion and provide direction to staff for the creation of the Community-Police Engagement Commission Annual Work Plan.

Communication and Engagement Director Kristina Ray presented the report and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

Community-Police Engagement Commission discussion ensued regarding the Annual Work Plan.

The Community-Police Engagement Commission requested the following items to be included in the Mission Statement:

- Transparency/trust
- Community perspective/advocacy
- Enhance communication
- Equitable treatment
- Compassion/empathy
- Professional/integrity

- Community engagement/encouragement
- Innovative
- Champion Carlsbad and Police Department
- Informed
- Outreach
- Respect

The Community-Police Engagement Commission requested the following items to be included in the Tasks/Dream List:

- Ask the Brass
  - Gap analysis/community groups
  - Start with Council Members
  - Tell Chamber of Commerce the Commission exists
- Police department would know where marginalized communities are
- Get to know the new Chief
- Nature of complaints
- Prioritize list of agenda items/trends
- Hold meetings more often than quarterly
- How aggressive
- Pilot testing for engagement
- Pick a few things and do them well
- Brief presentation from individual Police Department divisions

The Community-Police Engagement Commission requested the following items to be included in the Goals/Tasks list:

- Three years from now
  - More public participation
    - Tapping into connections
  - Help with survey
  - Stakeholders are satisfied with Commission
  - Forum for information exchange
    - Engagement
  - Process for policies
    - Existing or new
  - Less discomfort with the Police Department/trust
    - Identify marginalized communities
  - Understanding survey results
    - Being seen visibly as a Commission
  - Curiosity about the barrier
  - Best practices for Commission
  - Celebrating positive outcomes
  - Police Department community events

Director Ray thanked the Commissioners for their input and stated that staff would compile the feedback into the format of a draft Work Plan and return to the Commission on March 25, 2024, for review, discussion and possible approval.

**COMMISSION MEMBER COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:** *This portion of the agenda is for the Commission to make brief announcements, brief reports of their activities and requests for future agenda items.*

Chair Connolly requested information regarding the Windsor Pointe Affordable Housing Project.

Director Cobian stated that the City Council would be receiving an update on the Windsor Pointe project at their regular meeting scheduled for March 12, 2024, and perhaps the Commissioners would be interested in viewing that meeting.

Chair Connolly requested information on Senate Bill 54 and its impact on investigative operations, immigration status and an update to determine the impact of the limitation of data from Ring cameras.

In response to Chair Connolly, Chief Mickey Williams explained that in January 2024, Ring camera changed their policy with respect to law enforcement and the police department is still able to receive video links from the community, but the police department can no longer use the Ring network to request information.

Chair Connolly inquired if the Police Department has seen how the Blue Envelope Program has been implemented and if it seems to be working.

In response to Chair Connolly, Chief Mickey Williams explained that a Sergeant has been assigned to the program, but limited community requests have been received. He further explained that anyone can go to the police station to request information regarding the program.

**STAFF COMMENTS:** None.

**ANNOUNCEMENTS:** This section of the Agenda is designated for announcement to advise the community regarding events that Members of the City Council have been invited to, and may participate in.

Director Cobian announced that the Commission had been invited to and may participate in the following event:

**Thursday, Feb. 29, 2024**

**12 p.m. – 3 p.m.**

De-escalation Training

Carlsbad Police Department

2560 Orion Way

Carlsbad, CA 92010

**ADJOURNMENT:** Chair Connolly adjourned the duly noticed meeting at 3:42 p.m.

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Ana Marie Alarcon, CMC  
Deputy City Clerk



## COMMUNITY-POLICE ENGAGEMENT COMMISSION

Special Meeting

# Minutes

March 25, 2024, 5 p.m.

Council Chamber  
1200 Carlsbad Village Drive  
Carlsbad, CA 92008

**CALL TO ORDER:** 5 p.m.

**ROLL CALL:** Connolly, Zepeda, Frazee, Novak, Cannon.

**PLEDGE OF ALLEGIANCE:** Commissioner Cannon led the Pledge of Allegiance.

### **APPROVAL OF MINUTES:**

Minutes of the Regular Meeting held Jan. 22, 2024

Motion by Chair Connolly, seconded by Commissioner Frazee, to approve the minutes as presented. Motion carried unanimously 5/0.

Chair Connolly stated for the record that a portion of the minutes may overstate the authority and jurisdiction of the F.B.I.

**PRESENTATIONS:** None.

**PUBLIC COMMENT ON AGENDA ITEM ONLY:** None.

**CONSENT CALENDAR:** None.

**PUBLIC HEARINGS:** None.

### **DEPARTMENTAL REPORTS**

1. **ANNUAL REVIEW OF THE POLICE DEPARTMENT'S MILITARY EQUIPMENT USE POLICY IN ACCORDANCE WITH ASSEMBLY BILL 481:** Receive a presentation regarding the annual review of the Police Department's Military Equipment Use Policy prior to going to City Council, in accordance with California Assembly Bill 481. (Staff contact: Ryan Opeka, Police Department)

**Recommended Action:** Receive the presentation.

Police Lieutenant Ryan Opeka presented the report and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

The Commission received the presentation.

2. **COMMUNITY-POLICE ENGAGEMENT COMMISSION WORK PLAN:** Review and discuss the draft Community-Police Engagement Commission Annual Work Plan. (Staff contact: Kristina Ray, Communication & Engagement)

**Recommended Action:** Review the draft Community-Police Engagement Commission Annual Work Plan and provide feedback to staff regarding any desired changes.

Communication and Engagement Director Kristina Ray presented the report and reviewed a PowerPoint presentation (on file in the Office of the City Clerk).

The Community-Police Engagement Commission requested that the Mission Statement be amended to read as follows:

### **MISSION**

The mission of the City of Carlsbad Community-Police Engagement Commission is to promote mutual understanding and trust between the Police Department and community through an inclusive and respectful forum that fosters informed dialogue to carry out the duties delegated to the Commission by the Carlsbad City Council.

Community-Police Engagement Commission discussion ensued regarding Goals & Tasks.

*Chair Connolly called for a recess at 6:28 p.m.*

*Chair Connolly reconvened the meeting at 6:36 p.m.*

The Community-Police Engagement Commission requested that the Goals & Tasks be amended to read as follows:

### **GOALS & TASKS**

Goal 1: Establish best practices for commission training, communication, deliberation and operations.

Task 1: Complete mandated training

Task 2: Identify any additional training and information that would benefit commission members

Task 3: Identify other Commissions' Best Practices for Community Police Engagement Commission Review

Task 4: Establish guidelines for the review of policy, procedures and practices

Task 5: Develop and Maintain an Ongoing Prioritized List of Future Meeting Topics

Task 6: Establish an Effective Forum for Information Exchange Between the Police Department and the Community

Goal 2: Raise Awareness in the Community of the Commission and the Opportunity it Provides to Engage and Learn

Task 1: Share meeting videos and city news summaries

Identify topics and agenda items that would be most of interest to the community and request that city staff share a summary and video link through its communication channels, as time and resources permit. Share links within the commissioners' own communication channels (emails to friends, posting on social media, etc.)

Minute motion by Vice Chair Zepeda, seconded by Commissioner Frazee to adopt the work plan as amended. Motion carried unanimously 5/0.

**COMMISSION MEMBER COMMENTARY AND REQUESTS FOR CONSIDERATION OF MATTERS:**

*This portion of the agenda is for the Commission to make brief announcements, brief reports of their activities and requests for future agenda items.*

**STAFF COMMENTS:** None.

**ANNOUNCEMENTS:** This section of the Agenda is designated for announcements to advise the community regarding events that Members of the City Council have been invited to, and may participate in.

**ADJOURNMENT:** Chair Connolly adjourned the duly noticed meeting at 7:05 p.m.

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Ana Marie Alarcon, CMC  
Deputy City Clerk





## Community-Police Engagement Commission

# Staff Report

**Meeting Date:** April 22, 2024

**To:** Community-Police Engagement Commission

**From:** Sheila Cobian, Legislative & Constituent Services Director

**Staff Contact:** Jason Haber, Intergovernmental Affairs Director  
Jason.haber@carlsbadca.gov, 442-33-2958

**Subject:** City Council Legislative Subcommittee Update

**District:** All

### Recommended Action

Receive a presentation regarding the City of Carlsbad Intergovernmental Affairs Program and the city's recent and ongoing advocacy efforts related to public safety.

### Executive Summary

The City of Carlsbad City Council Legislative Subcommittee works in coordination with the city's Intergovernmental Affairs Director, City Manager's Office, City Attorney's Office, city departments, legislative consultants and the Carlsbad community to:

1. Receive information and advise the City Council on intergovernmental and legislative matters affecting the city
2. Continuously monitor state and federal proposed legislation
  - a. Review proposed legislation for consistency with the city's Legislative Platform
  - b. Make recommendations to City Council to identify high priority bills
  - c. Make recommendations to City Council to adopt advocacy positions on high priority bills not addressed by the Legislative Platform
3. Proactively seek to identify local and regional legislative needs and recommend bill sponsorship opportunities to the City Council
4. Engage and inform the Carlsbad community (residents, businesses, stakeholder groups) and other governmental agencies on intergovernmental and legislative matters affecting the city

City Council and Legislative Subcommittee Member Melanie Burkholder and Intergovernmental Affairs Director Jason Haber will provide an update on the city's recent and ongoing efforts related to public safety.

### Fiscal Analysis

This action has no fiscal impact.

### Environmental Evaluation

This action does not require environmental review because it does not constitute a project within the meaning of the California Environmental Quality Act under California Public Resources Code Section 21065 in that it has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

### Exhibits

None



## Community-Police Engagement Commission

# Staff Report

**Meeting Date:** April 22, 2024

**To:** Community-Police Engagement Commission

**From:** Sheila Cobian, Legislative & Constituent Services Director

**Staff Contact:** Reid Shipley, Assistant Chief of Police  
Reid.Shipley@carlsbadca.gov, 442-339-2257

**Subject:** Presentation of the Police Department's Complaint Process

**District:** All

### Recommended Action

Receive a presentation regarding an overview of the Police Department's Complaint system and overall process.

### Executive Summary

Staff will provide the presentation and respond to Commissioner questions and feedback.

### Fiscal Analysis

This action has no fiscal impact.

### Environmental Evaluation

This action does not require environmental review because it does not constitute a project within the meaning of the California Environmental Quality Act under California Public Resources Code Section 21065 in that it has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

### Exhibits

None



## Community-Police Engagement Commission

# Staff Report

**Meeting Date:** April 22, 2024

**To:** Community-Police Engagement Commission

**From:** Sheila Cobian, Legislative & Constituent Services Director

**Staff Contact:** Christie Calderwood, Chief of Police  
Christie.calderwood@carlsbadca.gov, 442-339-3130

**Subject:** Police Chief's Report on Recent Community Events

**District:** All

### Recommended Action

Receive a report from the Chief of Police regarding recent events in the City of Carlsbad.

### Fiscal Analysis

This action has no fiscal impact.

### Environmental Evaluation

This action does not require environmental review because it does not constitute a project within the meaning of the California Environmental Quality Act under California Public Resources Code Section 21065 in that it has no potential to cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment.

### Exhibits

None.