

## Attachment A

Pursuant to ARTICLE XI of the Community Police Oversight Commission (CPOC) Rules and Regulations, which reads: "AMENDMENT OF RULES AND REGULATIONS SECTION 1: These rules may be proposed to be amended by a majority vote of the Commission, upon which the rules shall be submitted to the City Council for approval," the following amendment concerning the CPOC's handling of community complaints is proposed.

## **ARTICLE XII**

### **HANDLING OF COMMUNITY COMPLAINTS**

**SECTION 1.** Whereas the CPOC may receive complaints under Sec. 2.60.110(B)(1) of the Pasadena Municipal Code related to the Pasadena Police Department (PPD), the appropriate procedure for the handling of community complaints is as follows.

**SECTION 2.** In the event a community member or organization brings forward to the CPOC, or the Oversight Commission Support Division (OCSD), and/or the Independent Police Auditor (IPA), any allegation of misconduct by a PPD employee, OCSD staff will, as soon as possible, advise the complainant or complainant-organization as follows:

- a. Neither the CPOC, OCSD, nor IPA has the jurisdiction to investigate or adjudicate a complaint of misconduct.
- b. The complainant should file a timely complaint with the PPD through its website or by contacting the Professional Standards Unit.
- c. Upon the filing of the complaint, the complainant will receive a Case Number from the PPD and will, pursuant to PPD policy, be advised of the result of the complaint.
- d. If, upon receipt of the disposition of the complaint, the complainant is not satisfied with how the complaint was handled, the complainant may contact OCSD staff and request that the IPA audit the PPD's handling of the complaint.
- e. The IPA will subsequently report back to the CPOC and the complainant on any findings, to the extent permissible by law.

**SECTION 3.** OCSD staff will, at the earliest opportunity, forward any complaint information to the IPA for their information and any appropriate action within the authority and jurisdiction of the IPA.

**SECTION 4.** No member of the CPOC or OCSD staff, nor the IPA, will evaluate the credibility or validity of any complaint of misconduct. Every complainant will be provided with the opportunity to decide whether to file a complaint with the PPD, regardless of the opinion of any Commissioner, OCSD staff member, or the IPA as to the validity of the complaint.