



SAN RAFAEL

POLICE ADVISORY &
ACCOUNTABILITY COMMITTEE

2024 ANNUAL REPORT

Table of Contents

| | |
|---|-----------|
| EXECUTIVE SUMMARY | 1 |
| STRUCTURE | 1 |
| COMMITTEE MEETINGS | 2 |
| STAFFING UPDATES | 3 |
| COMMITTEE WORK | 3 |
| COMMITTEE WORK PLANS | 3 |
| PRESENTATIONS AND SPEAKERS | 5 |
| COMMITTEE RECOMMENDATIONS | 7 |
| TRAINING, DEVELOPMENT, AND CONFERENCES | 11 |
| COMMITTEE INVOLVEMENT | 11 |
| ACKNOWLEDGMENTS AND FUTURE GOALS | 14 |

Executive Summary

The Police Advisory and Accountability Committee (PAAC) is pleased to present the first annual report for the City of San Rafael. Established on June 5, 2023, through the adoption of Resolution No. 15225 by the San Rafael City Council, the PAAC aims to foster trust, enhance transparency, and improve accountability within the San Rafael Police Department (SRPD).

This inaugural report reflects our commitment to engaging the community in meaningful dialogue about policing practices and policies. It outlines activities over the past year, highlights key achievements, and emphasizes our ongoing efforts to ensure that community voices are integral to the decision-making process.

The Committee recognizes the importance of collaboration between the Police Department and the community it serves. The work is rooted in the belief that transparent, accountable policing is vital for building public trust and ensuring a safe and equitable environment for all residents and businesses.

This report provides an overview of our goals and objectives, a summary of initiatives and community engagement efforts, recommendation to the City Council, and a look ahead at the priorities we plan to pursue in the coming year.

Structure

Committee members must be residents of the City of San Rafael and pledge their commitment to impartiality, objectivity, and fairness. The PAAC aims to ensure that its membership is inclusive and representative of the community's diverse backgrounds. This includes but is not limited to considerations of race, ethnicity, age, gender identity, sexual orientation, economic status, and various communities of interest.

To be eligible for membership, individuals must be at least 18 years old, except for one designated seat reserved for a youth member aged 17 to 26. Importantly, applicants are not required to possess specialized knowledge or skills to serve on the Committee. The current Committee comprises the following members:

| Name | Term Expiration |
|--------------------------------------|------------------------|
| Paula Kamena | 10/2027 |
| Darlin Ruiz | 10/2027 |
| Daryoush Davidi | 10/2027 |
| Mydung Nguyen | 10/2027 |
| Marilyn Alvarez | 10/2025 |
| Fatai Tokolahi | 10/2025 |
| Daniel Alm | 10/2025 |
| Salamah Locks (Alternate) | 10/2027 |
| Karla Valdez (Alternate) | 10/2027 |

Committee Meetings

The PAAC held its inaugural meeting on Wednesday, December 20, 2023. The PAAC meets on the third Wednesday of each month at 6 PM. The Committee did not meet in June or December. Regular Committee meetings are held in City Council chambers located at 1400 Fifth Ave, San Rafael, CA, 94901 and broadcast live online. Archived meeting videos and materials are also available online at the following URL: <https://www.cityofsanrafael.org/paac-meetings/>.

The regular meetings convene the Committee to conduct business as a whole body and invite public comments in an open forum where ideas, concerns, and input are exchanged. Public feedback is highly encouraged and may also be submitted electronically in advance of the meeting. Post-meeting video recordings and meeting minutes are also made available on the Committee [website](#) for full transparency. The table below lists meeting dates and topics presented to the Committee from December 2023 to November 2024.

Staffing Updates

In 2024, the City established a Senior Management Analyst position to support the PAAC. After conducting an open recruitment process, the position was successfully filled in July 2024.

Committee Work

During the December 2023 meeting, the Committee elected Paula Kamena as Chair and Fatai Tokolahi as Vice Chair. A new Chair and Vice Chair will be elected for 2025 during the November 20, 2024, meeting.

The Committee co-created bylaws and finalized them at the January 17, 2024, meeting. The bylaws were presented to the City Council on February 5, 2024.

Committee Work Plans

In 2024, the Committee developed two distinct work plans: one covering the year's first four months and the other for the remainder of 2024. The first work plan was discussed at the January 17 meeting. In addition to the training topics recommended by the SRPD, the PAAC prioritized topics of community concern for future discussions.

The work plan is a strategic framework guiding the Committee's conversations and initiatives. It encompasses essential training and pivotal discussions aimed at formulating recommendations s to enhance community relationships through increased transparency and improved practices within the Police Department.

The first work plan identified four topics: Recruitment and Selection, Law Enforcement Training, Mental Health/Alternative Response, and SRPD Response to Homelessness.

The work plan is designed to support the PAAC's advisory role to the City Council regarding the SRPD's training, hiring practices, and accountability. The table below summarizes the initial four-month work plan.

| Month | Agenda Items |
|-----------------|---|
| February | 1. Police Department Orientation, Structure, Policy & Command Staff Introduction. 2. Recruitment and Selection |
| March | 1. Peace Officer Procedural Bill of Rights 2. Professional Standards & Internal Affairs |
| April | 1. Military Equipment (AB 481 Overview) 2. Law Enforcement Training |
| May | 1. Use of Force 2. Mental Health and Alternative Response |

The second work plan introduced key topics for further examination, including the Use of Force, Domestic Violence, Youth and Policing, and Homelessness. The table below outlines the second work plan.

| Month | Agenda Items |
|------------------|---|
| July | 1. Domestic Violence 2. 2023 Community Survey Data |
| August | 1. Use of Force |
| September | 1. Youth and Policing |
| October | 1. 2024 Complaint Data 2. Homelessness |

Although the Use of Force was part of the initial work plan, its presentation was delayed until August 2024 due to logistical and staffing challenges. Likewise, while Homelessness was identified in the initial work plan, it was addressed in collaboration with the SRPD and City staff during the October 2024 meeting.

These work plans are essential frameworks for the Committee, guiding discussions and initiatives on pressing community issues related to policing. The PAAC is dedicated to engaging in these topics to promote transparency and strengthen community relations with the SRPD.

Presentations and Speakers

The PAAC facilitated a series of presentations to deepen community engagement and understanding of policing practices. This lineup featured diverse speakers, including legal experts, police department officials, and community advocates, who addressed critical issues impacting public safety, policing practices, and accountability. Topics ranged from foundational knowledge of the Brown Act and the public meeting process to in-depth discussions on police recruitment, domestic violence response, and legislative changes affecting law enforcement. These presentations have provided an invaluable platform for fostering transparency and dialogue between the community and the San Rafael Police Department. Below is the complete schedule of topics and speakers for the year.

| Month | Topic | Presenter |
|----------------------|---|---|
| December 2023 | An Introduction to the Brown Act | Genevieve Coyle, Assistant City Attorney |
| December 2023 | An Introduction to the Public Meeting Process | Lindsay Lara, City Clerk |
| December 2023 | History and Overview of the Police Advisory and Accountability Committee (PAAC) | Francine Tournor, Director of the Office of Police Oversight for the City of Long Beach |
| February 2024 | Police Department Orientation, Structure, Policy & Command Staff Introductions | David Spiller, Chief of Police |
| February 2024 | San Rafael Police Department Recruitment and Selection | Ronda Cordero, Police Sergeant |

| Month | Topic | Presenter |
|-----------------------|--|--|
| March 2024 | Public Safety Officers Procedural Bill of Rights (POBAR) | Mark Wilson, Attorney for Burke, Williams & Sorensen, LLP |
| March 2024 | San Rafael Police Department Internal Affairs | Todd Berringer, Police Lieutenant |
| April 2024 | AB 481 Military Equipment | Scott Eberle, Police Lieutenant |
| May 2024 | Mental Health Alternative Response | Aziz Majid, SAFE Team Director |
| July 2024 | Domestic Violence Response | Lorena Vega, Police Detective |
| July 2024 | Domestic Violence | Luz Alvarado, Legal Systems Advocacy Program Director Center for Domestic Peace |
| August 2024 | Use of Force | Robert Cleland, Police Sergeant |
| September 2024 | Youth and Policing | Mike Mathis, Police Sergeant |
| October 2024 | Senate Bill 2 (SB2) | Mark Wilson, Attorney for Burke, Williams & Sorensen, LLP |
| October 2024 | Homelessness | Lynn Murphy, SRPD Mental Health Liaison & Mel Burnette, Homelessness and Housing Analyst |

| Month | Topic | Presenter |
|---------------|---|--------------------------------|
| November 2024 | PAAC 2024 Annual Report | SRPD Staff |
| November 2024 | Law Enforcement Technological Resources | Justin Graham, Police Sergeant |

Committee Recommendation

~~Throughout the year, the Committee developed several recommendations recommendation to present to the City Council in response to staff presentations and training sessions. The following is a summary of those recommendations recommendation.~~

~~Throughout the year, Committee members actively collaborated to develop a comprehensive set of recommendation for the City Council. These recommendations were shaped by insights gained from staff presentations, training sessions, and in-depth discussions. The following summary outlines the key recommendation put forward by members of the Committee.~~

- ~~• December 2023 — PAAC members to have priority seating on interview panels and be involved in the hiring process.~~
 - ~~• Status: SRPD has implemented this recommendation.~~
 - ~~• Explanation: Section 1.3 of the PAAC bylaws reads in part, “Advise the City Council, the City Manager, the Committee members, and the Police Department on matters associated with the following: ...—4. Increase diversity of the police department workforce.” SRPD has included PAAC Committee members in oral board panels for interviews for potential new hires for both sworn and non-sworn positions.~~
- ~~• Committee feedback: mMember Alm expressed this request in conversation with Francine Tournor during the draft by-laws discussions citing the importance of the PAAC to have input on who the department is hiring..~~

- March 2024 – Recruitment and Selection (based upon the presentation made during the February 2024 meeting) - Include Cultural Awareness training and provide statistics on internal recruitment efforts in the Recruitment and Selection Plan.

- Status: SRPD will implement this recommendation.
- Explanation: SRPD requires all employees to complete Diversity, Equity, Inclusion, and Belonging (DEIB) training, and the P.O.S.T. required cultural diversity training. SRPD will continue to track the recruitment of police officers as part of its Recruitment and Selection Plan.
- Committee feedback:

- April March 2024 – AB 481 Military Equipment - The City would benefit from a Drone (UAV) program.

- Status: This recommendation is under consideration.
- Explanation: SRPD will present on Technology and Policing during the ~~November-December~~ 2024 PAAC meeting. The staff report includes detailed information and costs associated with implementing a drone program. Funding for a drone program would require City Council approval.
- Committee feedback:

~~March 2024 – Recruitment and Selection – Include Cultural Awareness training and provide statistics on internal recruitment efforts in the Recruitment and Selection Plan.~~

~~Status: SRPD will implement this recommendationproposal.~~

~~Explanation: SRPD requires all employees to complete Diversity, Equity, Inclusion, and Belonging (DEIB) training, and the P.O.S.T. required cultural diversity training. SRPD will continue to track the recruitment of police officers as part of its Recruitment and Selection Plan.~~

- May 2024 – Mental Health Alternative Response - Secure additional funding for a second SAFE Team to expand coverage to 24 hours per daydaily.
 - *Status: SRPD will implement this recommendation.*
 - Explanation: *The current SAFE program is funded as a three-year pilot program and provides coverage from 8 AM to 8 PM, seven days a week. SRPD is exploring additional funding options, such as grants to expand the program. Although we cannot guarantee we will secure funding for the SAFE team, it is SRPD's goal and plan to identify and apply for grants to facilitate the recommendation.*
 - Committee feedback:

- July 2024 – Domestic Violence Response - Establish reciprocity for recognizing restraining orders from countries outside of Canada.
 - *Status: SRPD is unable to implement this recommendation.*
 - Explanation: *This recommendation would necessitate changes to state and/or federal legislation, along with agreements with other countries. Therefore, the City is unable to implement this recommendation at this time.*
 - Committee feedback:

- August 2024 – Use of Force - Reinstate the Police K9 program.
 - *Status: SRPD has implemented this recommendation.*
 - Explanation: *SRPD has reimplemented the K9 program. A K9 officer was selected in July of 2024, and after completing several months of training, the officer and K9 "Tango" are currently assigned to patrol.*
 - Committee feedback:

- October 2024 – Youth and Policing - Support the reintegration of SRPD officers in schools.
- *Status: This recommendation is under consideration.*
- Explanation: SRPD is in discussions with the San Rafael City School (SRCS) District about potential options for future partnerships. Staff is also evaluating different models and will solicit feedback from the community as part of this effort. These groups will bring together key stakeholderspersons with vested interest, including youth representatives, schools and school district representatives, community members, and social service providers to seek their input. A partnership between SRPD and the SRCS District would likely require a formal agreement that would be subject to approval from both the City Council and SRCS Board of Education.
- Committee feedback included: Members Alm, Davidi, Fatai, Kamena, and Ruiz all made favorable comments/recommendations about supporting having SRPD back in schools in either an SRO model or other type of program.—. Member Alvarez made comments about knowing what the youth and community want. (September 18, 2024, PAAC meeting)

•

- October 2024 – Youth and Policing - Maintain ongoing updates.
 - *Status: SRPD will implement this recommendation.*
 - Explanation: Staff will provide updates or schedule further discussions on this topic.
 - Committee feedback included: Members Alm, Kamena, and Tokolahi all expressing wanting to discuss the topic of youth and policing further and to, “take a deeper dive”, and “bring back” the topic.
 - Member Alm expressed a desire to stress to City Council to restudy the topic, and “to build a partnership...:have the SRPD/City work with the

board of trustees and –have youth involvement in the decision-making process.”

- October 2024 – Homelessness - Maintain ongoing updates.
 - *Status: SRPD will implement this recommendation.*
 - Explanation: Staff will provide updates or schedule further discussions on this topic.
 - Committee feedback:

Training, Development, and Conferences

The Committee received training on the following topics during their meetings in 2023-2024.

- The Ralph M. Brown Act
- Peace Officer Bill of Rights (POBAR)
- Senate Bill 2 (SB2)
- Unmanned Aerial Vehicle (UAV)

The Committee and staff discussed the possibility of attending a future National Association for Civilian Oversight of Law Enforcement (NACOLE) conference. The most recent conference took place in October 2024 in Tucson, Arizona. Attendance at future conferences will be contingent upon the available budget.

Committee Involvement

Oral Board Participation

The SRPD has made significant strides in improving its hiring practices by including a member of the PAAC on the Oral Board Panel for Police Officer and Police Cadet recruitments. This change reflects the department's commitment to greater

community involvement, transparency, and accountability in the selection of its officers. By inviting a PAAC member to participate, the department ensures that diverse perspectives are incorporated into the hiring process, fostering a stronger connection between the police force and the community it serves.

The Oral Board process is a critical component of the initial hiring phase. Candidates undergo a structured interview in which a panel, now including a PAAC representative, assesses their qualifications, communication skills, problem-solving abilities, and suitability for the role of a police officer or cadet. This evaluation is designed to determine how well applicants align with the department's values and its mission of community-oriented policing. The inclusion of a PAAC member enhances the objectivity and thoroughness of this process, ensuring that successful candidates not only possess the necessary skills but also reflect the values of integrity, service, and community partnership.

Ride Along Participation

During the October meeting of the PAAC, members provided reports on their recent ride-along experiences with local police officers. Each member shared their observations, highlighting the professionalism, empathy, and kindness demonstrated by the officers throughout their interactions with the community. These reflections underscored the positive and respectful approach officers consistently employed, even in challenging situations.

The Committee members expressed their appreciation for the officers' commitment to community engagement and their ability to foster trust and understanding during the ride-along. The positive feedback received from the PAAC reflects the San Rafael Police Department's ongoing efforts to uphold high standards of service and strengthen its relationship with the community. Excerpts from committee members comments following their ride-along include:

- “It was a very good experience. The officer explained the procedures and why they do the things they do. The officer was very empathic. Everyone should do this, not just a committee member.”

- “Very interesting, ...understanding their duties around San Rafael. I hope I can do it again.”
- “Quite an experience. I learned a lot.”
- “An amazing evening, ...he is an asset to our community. We had a very engaged conversation.”
- “He was excellent...I did witness an effort to be more of a rehabilitation versus punitive. All the other officers were also following that model.”
- “So kind and helpful...very impressive...concerned about officer safety.”

Community Events

Throughout the year, committee members also engage in various community events, meetings, and discussions. Committee members share their outreach efforts during the Commissioner Reports portion of each PAAC meeting. Below is a list of events attended in 2024.

- Movies in the Park
- King Tides Event
- Age 90 and Better
- Marin Powwow
- Center for Domestic Peace Mother’s Day Event
- Canal Alliance Leadership Academy
- Vintage Car Show
- Marin County Fair
- California Commission on Aging 50th Year Celebration
- Canal Community Fair
- Porchfest
- YWCA Meeting
- Latinas in Power Meeting
- National Night Out

Acknowledgments and Future Goals

This report highlights the Committee's accomplishments in developing comprehensive work plans and engaging training sessions, as well as the actionable [recommendation](#)—that emerged from discussions. Each of these efforts aims to enhance community relations and ensure that policing practices reflect the values and needs of those we serve.

The 2024 Annual Report reflects the dedicated efforts of the Police Advisory and Accountability Committee in fostering a stronger relationship between the San Rafael community and its Police Department. Through collaborative work, insightful training, and thoughtful [recommendation](#)—, the PAAC has taken significant steps toward enhancing transparency and accountability. The Committee looks forward to continuing this vital work in the coming year and appreciates the community's ongoing support and engagement.

The PAAC is committed to strengthening the foundation of trust and engagement and invites the community to continue participating in this crucial dialogue and to support our shared vision for a safer, more inclusive San Rafael. Together, we can pave the way for meaningful change and ensure that our Police Department remains a true reflection of the community it serves. Thank you for your ongoing support and partnership in this essential work. The Committee will create its 2025 work plan during a workshop to be held in January 2025.