

Fw: Recommendation 13.1

[REDACTED]

Wed 7/17/2019 12:02 PM

[REDACTED]

13.1 has been deemed substantial compliant ...

Thank you all for your hard work on this recommendation.

[REDACTED]

[REDACTED]
Professional Standards and Principled Policing
San Francisco Police Department

[REDACTED]
[REDACTED]

From: Gabriel Martinez [REDACTED]
Sent: Wednesday, July 17, 2019 11:30 AM
To: McGuire, Catherine (POL); Scott, William (POL); [REDACTED]
[REDACTED]
Subject: Recommendation 13.1

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Dear Lieutenant Dorantes,

Our office has completed its review of the materials related to Recommendation 13.1 that have been submitted to us as part of the collaborative reform process. This package focused on ensuring SFPD hosts town-hall meetings in the community shortly after an officer-involved shooting. After reviewing the package and information provided by the Department, the California Department of Justice finds as follows:

Recommendation 13.1.: The practice of hosting a town-hall meeting in the community shortly after the incident should continue with a focus on releasing only known facts.

Response to 13.1: The San Francisco Police Department Media Relations Unit Order #16-03 requires the Media Relations Unit to take certain actions after an officer-involved shooting

(OIS). Part of their response must include a town-hall meeting within ten days of the OIS. The meeting must be held in the community affected by the incident. The District Station Captain for the area of the OIS is tasked with securing the town hall location and the Media Relations Unit is tasked with publicizing the meeting, including the date, time, and location. SFPD produced a memorandum explaining its improvements to the town-hall process following 2018 OIS incidents, including highlighting the availability of translators, improving searches for appropriate town-hall meeting locations, and fixing the premature release of body-worn camera footage. The Media Relations Unit meets the day after the town-hall meeting to review shortfalls and areas for improvement. The Media Relations Unit also completes a checklist regarding OIS that includes a "Post Town Hall" checkbox for debriefing and for noting areas of improvement.

Based upon all of the above, the Department of Justice finds that the Department is in substantial compliance with this recommendation. The Department recommends that SFPD include community outreach as part of the post-incident debrief.

Please let us know if you have any questions or would like to discuss these further. Thank you.

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Collaborative Reform Completion Memorandum

Finding #13 The SFPD engages with the community following an officer-involved shooting incident through a town hall meeting in the community where the event occurred. The town hall meetings following an officer-involved shooting in the relevant neighborhood is a promising practice.

Recommendation # 13.1 The practice of hosting a town hall meeting in the community shortly after the incident should continue with a focus on only releasing known facts.

Response Date: 5/30/2019

Executive Summary: In response to this recommendation, the Media Relations Unit drafted and implemented Unit Order #16-03 which outlines the Department's public information response to an officer involved shooting and its commitment to hosting Town Hall/Community Meetings following an officer involved shooting. This response includes press briefings, news releases & updates, town hall meetings and the release of involved officers' names. In addition, the Department has been releasing body worn camera (BWC) video from officer involved shootings during Town Hall meetings and has been making the BWC video clips available for public viewing via web links.

Department news releases (including Town Hall talking points/notes and links to pertinent BWC and/or surveillance video) regarding officer involved shootings are posted on the Department website and are linked via Department social media accounts.

Compliance Measures:

- 1) Host and publicize town halls in the community where OIS occurred.
-Refer to Unit Order 16-01 (Media Relations Response to Officer Involved Shooting/Department Member Seriously Injured or Killed in the Line of Duty)
- 2) Within 10 calendar days of the OIS.
-Refer to Unit Order 16-01 (Media Relations Response to Officer Involved Shooting/Department Member Seriously Injured or Killed in the Line of Duty)
- 3) Factual representation.
-Refer to Unit Order 16-01 (Media Relations Response to Officer Involved Shooting/Department Member Seriously Injured or Killed in the Line of Duty)
- 4) Continual review/improvement loop.
- The Media Relations Unit (MRU) has done two things to address the need for a continual review/improvement loop. The Media Relations Unit uses a check list to ensure necessary tasks are completed. The check list includes -an after action review



Collaborative Reform Completion Memorandum

with notations of any recommendations for improvement. Accompanying this form is a Memorandum for Record (MFR) that outlines "hot wash" debriefing from 2018 OIS incidents.

Supplemental Document Request

| Requested Documents | Responsive Document and Why |
|--|--|
| Evidence of review of "hotwash" or review of town hall meetings for evaluative purposes. | -Memorandum for Record is included as evidence of "hotwash." -Officer Involved Incident Response Checklist is included to codify review protocols |