



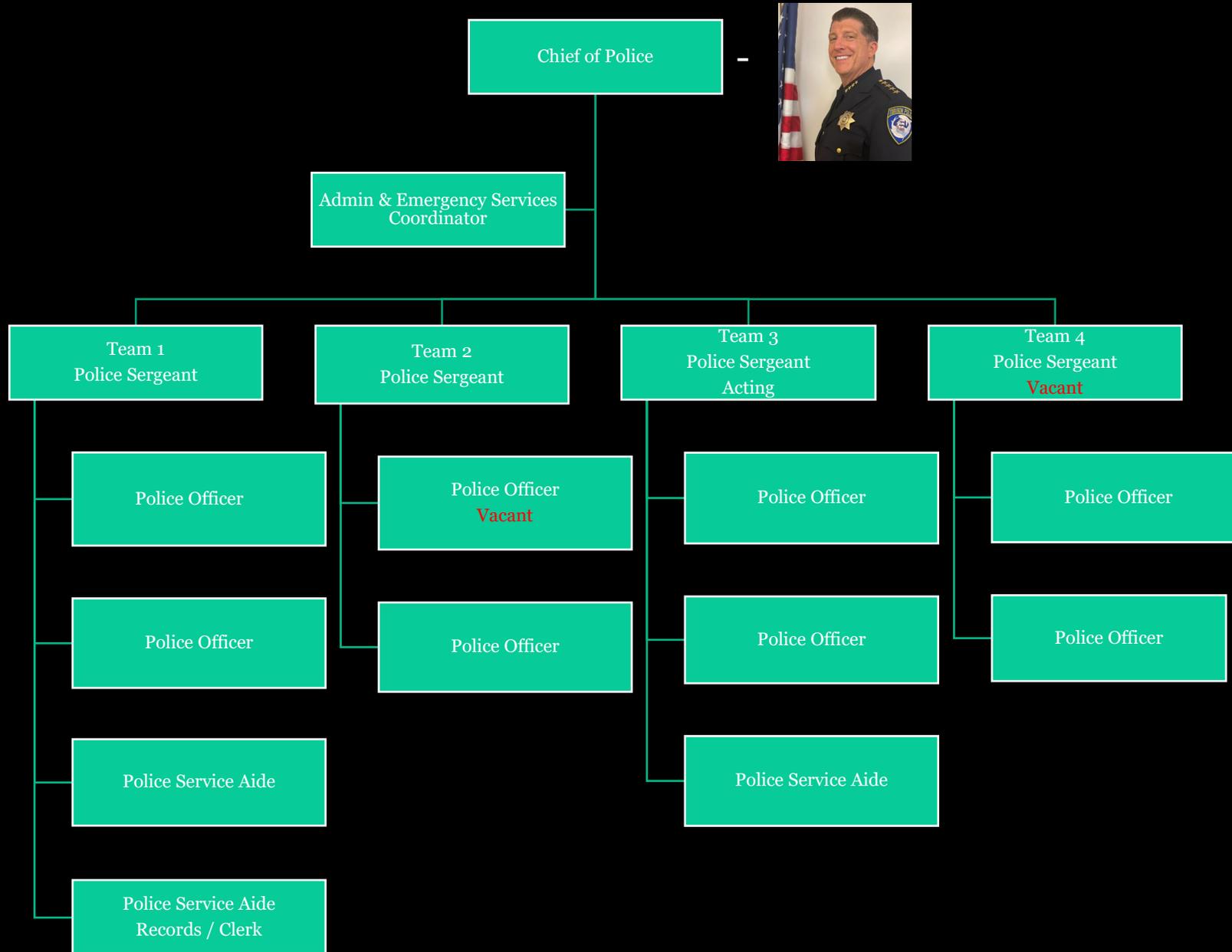
# Tiburon Police Department

Diversity Equity Inclusion Presentation

# Six Pillars of 21<sup>st</sup> Century Policing

- Building trust and legitimacy
- Policy and oversight
- Social media
- Community policing & crime reduction
- Officer training & education
- Officer safety and wellness

# Tiburon Police Department Organizational Chart



# Collateral Duties



**Sgt. Jerry Jones**

- Oversees Downtown Command Area
- Rangemaster
- Armorer
- Scheduling
- Training Manager
- Accurint Coordinator
- ALPRS manager
- Lexipol Policy Manual
- Oversees Patrol Staff (Team One)



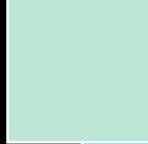
**Sgt. Rob Law**

- Oversees Command Area One
- All PD Equipment Management
- FTO Coordinator
- Scheduling
- Oversees Patrol Staff (Team Two)



**Acting Sgt. Freddy Gutierrez**

- Oversees Command Area Two
- Taser Coordinator
- RIPA
- FTO
- Oversees Patrol Staff (Team 3)



**Vacant**

- PAS coordinator
- Oversees Patrol Staff (Team 4)



## On Patrol with TPD



# Calls for Service

Type	2019	2020	2021 (01/01/21 to 6/03/21)
Burglary	38	11	5
Theft	74	54	45
Shoplifting	16	11	9
Assault	8	9	6
Family Disturbance	25	11	3
Domestic Violence	11	7	2
DUI	6	13	2
Traffic Collision	69	37	39
Medical Aid	569	315	230
Disturbing the Peace (Noise/Party/Juvenile)	111	133	60
Suspicious Person	78	40	33
Suspicious Circumstance	194	88	73
Total Calls for Service	9777	5614	4309

## **Community Policing** – including extra patrols and foot patrols

<b>2019</b>	2156
<b>2020</b>	1685
<b>2021 (YTD)</b>	1433

## **Traffic Enforcement** – Traffic Stops and citations written

	<b>Traffic Stops</b>	<b>Citations</b>
<b>2019</b>	710	261
<b>2020</b>	301	105
<b>2021 (YTD)</b>	305	63

## **Report Investigation** – Officer's investigate their own cases

# Support Staff



## Admin & Emergency Services

- Disaster Preparedness & Training
- EOC Management
- Records & Evidence Management
- Purchasing
- Payroll
- Public Information Officer



## Police Service Aides

- Front Office Phones & Walk-ins
- Call Entry
- Records Management
- Report Processing
- Alarm Permit Program
- Billing & Revenue
- Livescan Services



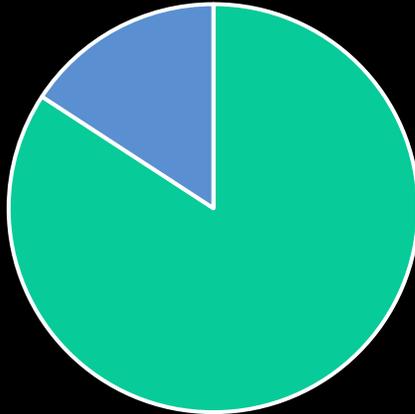
## Police Service Aides

- Parking Enforcement
- Traffic Control
- Non-Criminal reports
- Transportation support (vehicle maintenance, Court & DA exchanges, etc)



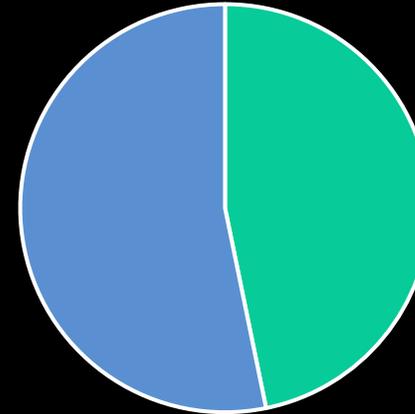
# Workforce Demographics

## TPD Staff



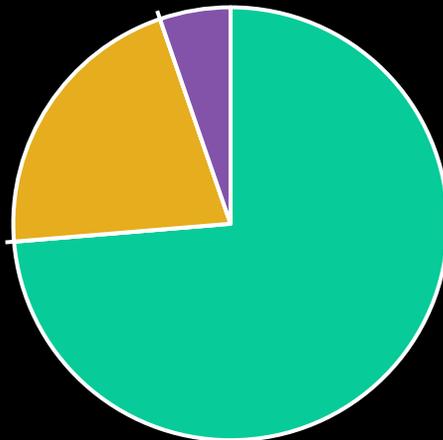
Male 84% Female 16%

## Tiburon Census Info



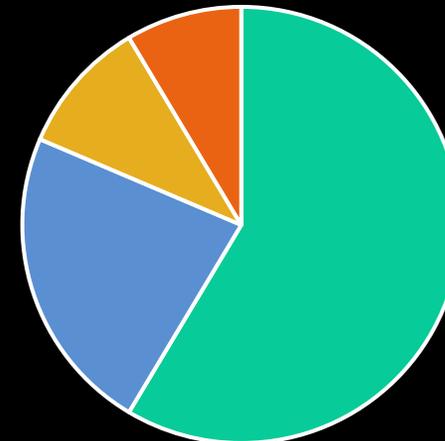
Male 47%  
Female 53%

## TPD Ethnicity



White 74% Black 0% Hispanic 21%  
Asian 0% Other 5%

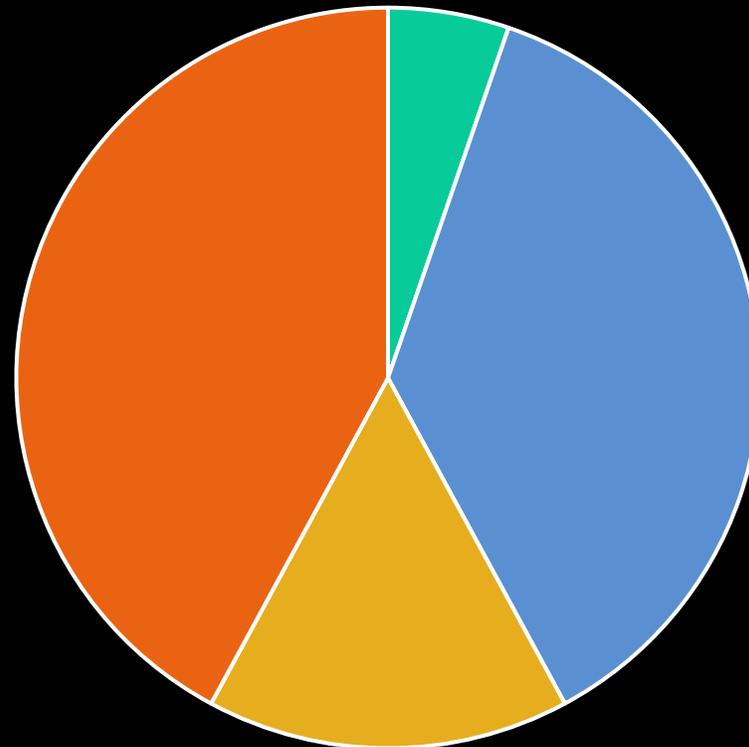
## Tiburon Census Info



White 88% Black .9% Asian 5.6%  
Hispanic 4.6% Other 5.3%

# Workforce Education Levels

Tiburon Police Department Staff Level of Education



■ Master's 5.26%   ■ Bachelor's 36.84%   ■ Associates 15.79%   ■ Some College 42.11%   ■ High School or equivalent 0.00%

# Recruiting and Hiring

## Practices and Policy

## Policy 1000.2

- ....the Tiburon Police Department provides equal opportunities for applicants and employees regardless of actual or perceived race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, age, disability, pregnancy, genetic information, veteran status, marital status, and any other classification or status protected by law.....
- The Department will recruit and hire only those individuals who demonstrate a commitment to service and who possess the traits and characteristics that reflect personal integrity and high ethical standards.

## Selection Process 1000.4

**“The Department shall actively strive to identify a diverse group of candidates who have in some manner distinguished themselves as being outstanding prospects.”**

## Recruitment 1000.3

“The Chief of Police or Designee should employ a comprehensive recruitment and selection strategy to recruit and select employees from a qualified and diverse pool of candidates. The strategy should include:

- (a) Identification of racially and culturally diverse target markets.
- (b) Use of marketing strategies to target diverse applicant pools. “

**“The Department shall avoid advertising, recruiting and screening practices that tend to stereotype, focus on homogeneous applicant pools or screen applicants in a discriminatory manner.”**

# Recruitment

## Past Efforts

- Done all within police department
- CalOpps
- Word-of-mouth
- Targeted officers with experience
- Staff members working at local police academy

## Planned Efforts

- Collaborative process with Town HR
- Leverage social media to advertise
- Distribute recruitment fliers to other local agencies, colleges, military reserve posts, and to outside area to increase the pool
- CalOpps
- Create a recruiting webpage/ video
- Increased community engagement especially with youth
- Staff members working at local police academy
- Job fairs

# Hiring Process

## Past

- All done internally
- Interview Chief of Police
- Ride-alongs with each shift

## Planned

- Done in collaboration with Town HR
- Panel interview or interviews that includes police department staff, town organization staff, and community members
- Ride-alongs with different officers
- Interview with Chief of Police

# Background Investigations and POST Compliance

## Background Investigation 1000.5

- “Every candidate shall undergo a thorough background investigation to verify his/her personal integrity and high ethical standards, and to identify any past behavior that may be indicative of the candidate’s unsuitability to perform duties relevant to the operation of the Tiburon Police Department”
- The background investigation specifically **delves into any behavior** that would indicate **bias** toward any **race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group**. The investigation also involves accessing all of the candidate’s social media profiles.
- A polygraph examination is used to confirm all the information provided to the background investigator.
- A comprehensive psychological evaluation is conducted to confirm information in the background and the candidate’s psychological suitability for the position. This evaluation includes an assessment of the candidate’s propensity for bias any race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group.

# CA Peace Officer Standards and Training



**2021 POST audit confirmed that our background screening process was POST compliant. This means it is aligned with state requirements and industrywide standards. Same audit also confirmed 100% compliance with ongoing training requirements. POST participates in the California RIPA Board to receive input and review training related to racial and identity profiling.**

# P.O.S.T. Mandates

## Backgrounds

Annual Audits of backgrounds by POST personnel. Background checks have to contain all required physical, psychological and intensive reference checks and contain all of the proper and legal paperwork to support these

## Mandated Training

POST audits all training records to make sure Tiburon Police staff are receiving required training each year.

In addition to the training received in the Basic Police Academy, sworn staff are mandated to participate in perishable skills training every two years in tactical firearms, arrest and control, emergency vehicle operations, strategic/ tactical communication.

**Tactical firearms, arrest and control, and strategic/ tactical communications all include de-escalation and communication training components.**

Mandated continued professional training every two years of 24-hours of additional non-specific training

# TPD Specific DEI-Related Training

- **Bias training (not mandated by P.O.S.T. as a separate training)**
  - At least once a year both online and in person and elements are also included in mandated strategic/tactical communications training (2- 4 hours)
- **Crisis Intervention Team training (not mandated by P.O.S.T. as a separate training)**
  - One time course (5-days) with refresher training and elements are also included in mandated strategic/tactical communications training
  - Focuses on communication and de-escalation with people in crisis
- **Strategic/ tactical communication (P.O.S.T. mandated)**
  - At least once a year (2-hours minimum but TPD is doing 8 hours)
  - Escalation versus de-escalation
  - People with disabilities
  - Procedural justice
- **Meaningful community engagement (not mandated by P.O.S.T. as a separate training)**
  - Plan on every year (2-6 hours)
  - Connecting with various subsections of our community in a meaning and impactful way to build trust



# Unbiased Policing & Diversity

# Law Enforcement Code of Ethics

AS A LAW ENFORCEMENT OFFICER, my fundamental duty is to serve; to safeguard lives and property; to protect the innocent against deception, the weak against oppression or intimidation, and the peaceful against abuse or disorder; and to **respect the constitutional rights of all to liberty, equality and justice.**

I WILL keep my private life unsullied as an example to all; maintain courageous calm in the face of danger, scorn, or ridicule; develop self-restraint; and be constantly mindful of the welfare of others. Honest in thought and deed in both my personal and official life, I will be exemplary in obeying the laws of the land and the regulations of my department. Whatever I see or hear of a confidential nature or that is confided to me in my official capacity will be kept ever secret unless revelation is necessary in the performance of my duty.

**I WILL never act officiously or permit personal feelings, prejudices, animosities or friendships to influence my decisions.** With no compromise for crime and with relentless prosecution of criminals, I will enforce the law courteously and appropriately without fear or favor, malice or ill will, never employing unnecessary force or violence and never accepting gratuities.

I RECOGNIZE the badge of my office as a symbol of public faith, and I accept it as a public trust to be held so long as I am true to the ethics of the police service. I will constantly strive to achieve these objectives and ideals, dedicating myself before god to my chosen profession... law enforcement.

# Tiburon Police Department Values Statement

We of the Tiburon Police Department recognize our contribution to the quality of life and a safe environment in our community through the provision of professional law enforcement services. We will meet the challenge of providing these services by basing our thoughts and actions on the following shared values as the foundation of our organization:

**\* SERVICE TO OUR COMMUNITY** We value the opportunity to provide fair, courteous, responsive and effective law enforcement in order to continually improve the quality of life of the community. We value the members of our community as partners and indispensable resources in a combined policing effort.

**\* INTEGRITY** We value candor, honesty, and ethical behavior in the members of our department. We are committed to uphold our positions of trust by maintaining the highest ethical standards as set forth in the Code of Professional Conduct for California Peace Officers and the Law Enforcement Code of Ethics.

**\* RESPECT FOR DIVERSITY** We are aware of and value Human Diversity. We are committed to ensure that persons are not discriminated against because of race, religion, culture, disability, gender or sexual orientation.

**RESPONSIBILITY and ACCOUNTABILITY** We value and accept the full scope of our responsibilities and are accountable for our own actions -- being willing to admit our errors and learn from them. We have a responsibility to the department, community, and our profession to ensure our behavior earns their support and trust. We will make maximum effective use of resources and demonstrate fiscal responsibility.

**PROFESSIONALISM** We value the spirit of professionalism, having a clear sense of commitment, perspective and direction through constant self-evaluation. Our professionalism is reflected by our demeanor, personal and organizational competence and excellence in caring for our community. We are dedicated to achieving the highest standards of the law enforcement profession.

**RECOGNITION AND REWARD** We value an atmosphere which recognizes, rewards, and encourages creativity, innovation, teamwork and mutual respect. We acknowledge and appreciate commitment to quality performance and recognize the accomplishments of both our department and each individual who contributes to its success.

**PRIDE IN AND ENJOYMENT OF OUR PROFESSION** We value our work and believe it to be a source of enjoyment and satisfaction. We take pride in being an integral part of the community. We do not take ourselves so seriously that we fail to have some fun doing what we choose to do -- serving the Law Enforcement Profession with the Tiburon Police Department.

# Bias-Based Policing – excerpts from Tiburon PD policy

## 400.1.1 DEFINITIONS

Definitions related to this policy include:

**Bias-based policing** - An inappropriate reliance on actual or perceived characteristics such as race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, economic status, age, cultural group, disability, or affiliation with any non-criminal group (protected characteristics) as the basis for providing differing law enforcement service or enforcement (Penal Code § 13519.4).

## 400.2 POLICY

The Tiburon Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly, objectively and without discrimination toward any individual or group.

## 400.3 BIAS-BASED POLICING PROHIBITED

Bias-based policing is strictly prohibited. However, nothing in this policy is intended to prohibit an officer from considering protected characteristics in combination with credible, timely and distinct information connecting a person or people of a specific characteristic to a specific unlawful incident, or to specific unlawful incidents, specific criminal patterns or specific schemes.

# Bias-Based Policing – excerpts from Tiburon PD policy-con't

400.4.1 REASON FOR CONTACT Officers contacting a person shall be prepared to articulate sufficient reason for the contact, independent of the protected characteristics of the individual. To the extent that written documentation would otherwise be completed (e.g., arrest report, field interview (FI) card), the involved officer should include those facts giving rise to the contact, as applicable. Except for required data-collection forms or methods, nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

# Racial Identity and Profiling Act (RIPA)

## Requirements

- The bill requires an agency that employs one or more but less than 334 peace officers to issue its first annual report by April 1, 2023.
- Data must be submitted to the Department of Justice at least annually
- Only applies to interactions qualifying as a detention
- RIPA data reporting requirements
  - Information regarding stop
  - Information regarding person stopped
  - Information regarding officer

## Challenges with the data

- Data doesn't delineate for one stop that results in multiple contacts (e.g. multiple occupants of a vehicle)
- Only reflects what officer perceived to be the race/ethnicity, gender, LGBTQ, age, limited/ no English fluency, and/or known disability



Total number of stops  
**486**

Filter by Date Range

Select date range ▾

Filter by Reason for Stop

Reason for Stop ▾

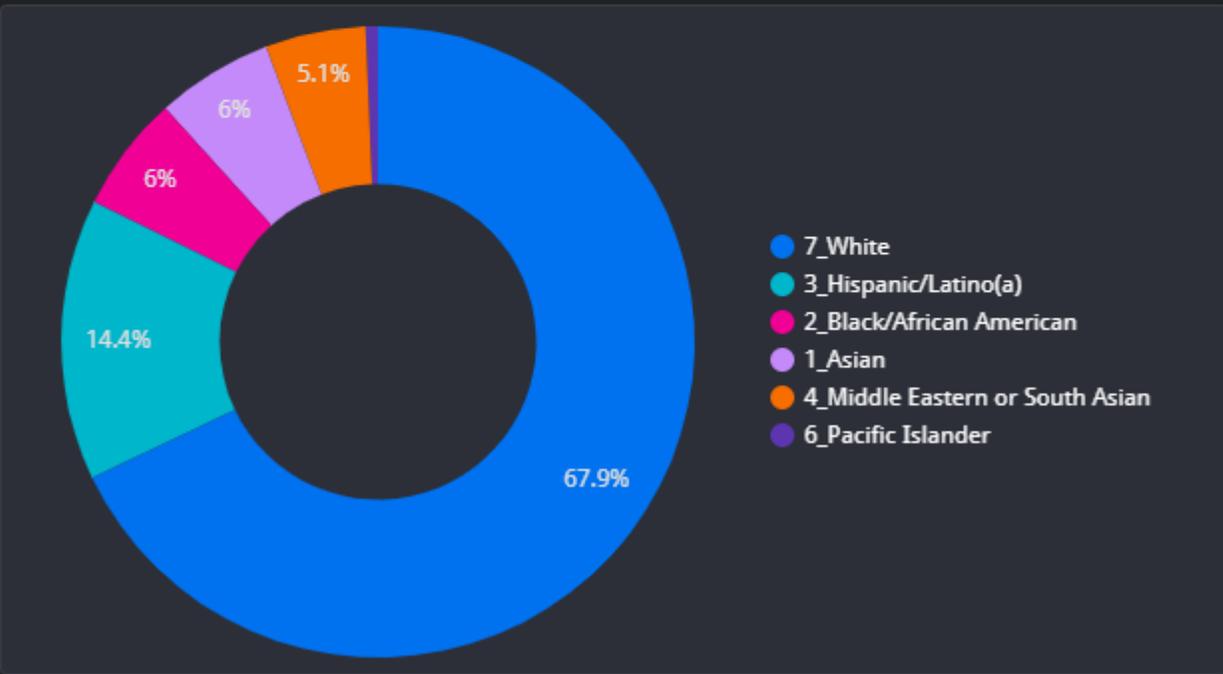
Filter by Result of Stop

Result of Stop ▾

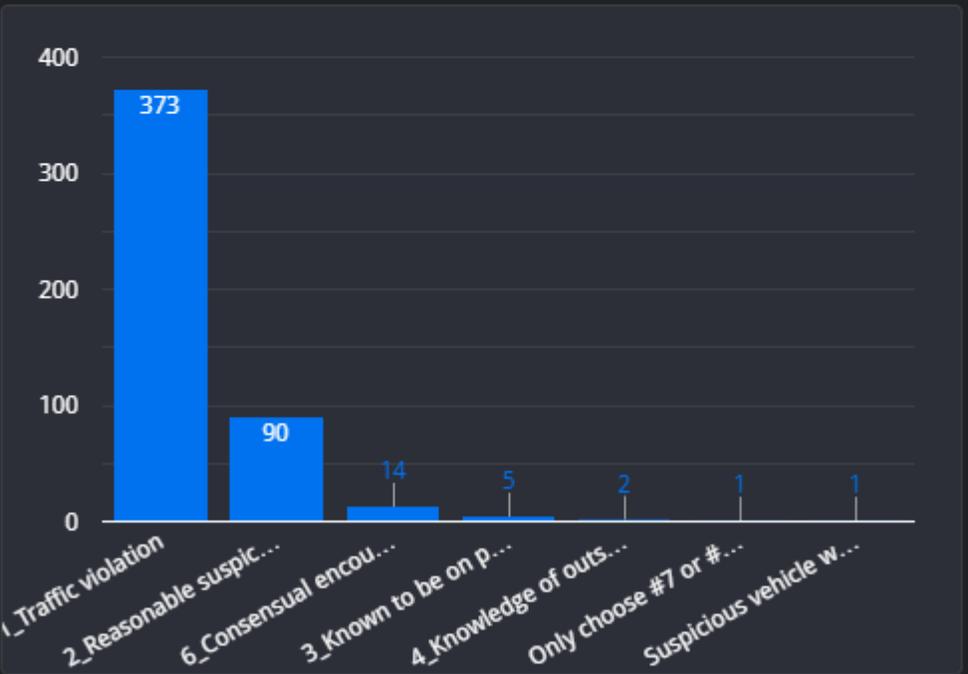
Filter by City

City ▾

Percentage of stops by perceived race



Number of stops, based on Reason for Stop



# Accountability & Transparency

# Complaint Process

## Currently

- Citizen complaint forms available online or in-person
- Complaints can be filed online, or form can be downloaded, and mailed/hand delivered
- Website includes frequently asked questions about complaint process
- Received informally
- Accepted and investigated even reporting party wishes to be anonymous

## Planned

- Make complaint form available in multiple languages

# Online Complaint Form

**TIBURON POLICE DEPARTMENT**

**CITIZEN COMPLAINT REPORT**

Person Reporting \_\_\_\_\_ Age \_\_\_\_\_ Date \_\_\_\_\_

Number/Street \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Residence Phone \_\_\_\_\_ Business Phone \_\_\_\_\_ Hours you can be reached \_\_\_\_\_

Date Incident Occurred \_\_\_\_\_ Day of Week \_\_\_\_\_ Time \_\_\_\_\_

Location of Incident(s) \_\_\_\_\_

If a police employee(s) is involved, name(s) and badge number(s), if known:

Please explain the nature of opinion, complaint, suggestion, or commendation and provide as much detail as possible:

(Attach additional sheets if more room is needed)

**YOU HAVE THE RIGHT TO MAKE A COMPLAINT AGAINST A POLICE OFFICER FOR ANY IMPROPER POLICE CONDUCT. CALIFORNIA LAW REQUIRES THIS AGENCY TO HAVE A PROCEDURE TO INVESTIGATE CITIZEN COMPLAINTS. YOU HAVE A RIGHT TO A WRITTEN DESCRIPTION OF THIS PROCEDURE. THIS AGENCY MAY FIND AFTER THE INVESTIGATION THAT THERE IS NOT ENOUGH EVIDENCE TO WARRANT ACTION ON YOUR COMPLAINT; EVEN IF THAT IS THE CASE, YOU HAVE THE RIGHT TO MAKE THE COMPLAINT AND HAVE IT INVESTIGATED IF YOU BELIEVE AN OFFICER BEHAVED IMPROPERLY. CITIZEN COMPLAINTS AND ANY REPORTS OR FINDINGS RELATING TO COMPLAINTS MUST BE RETAINED BY THIS AGENCY FOR AT LEAST FIVE (5) YEARS.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

(Signature of Parent/Guardian if you are under 18 years of age)

Officer receiving report \_\_\_\_\_ Date \_\_\_\_\_

Review by Chief of Police \_\_\_\_\_ Date \_\_\_\_\_

Assigned to \_\_\_\_\_ Date \_\_\_\_\_

**CITIZEN COMPLAINT REPORT – Continued**

Page \_\_\_\_ of \_\_\_\_

**COMPLETED FORMS MAY BE MAILED TO: TIBURON POLICE DEPARTMENT, ATTENTION CHIEF OF POLICE, 1155 TIBURON BOULEVARD, TIBURON, CA 94920 OR FAX FORM TO (415) 789-2828**

# Internal Affairs Process

- Administrative review by sergeant and/or police chief to determine if there is potential violation of policy/law and make sure there is not additional violations
- If available information is adequate to determine there is no violation, complaint is recorded and closed out
- If available information is inadequate or there is any evidence of a policy violation that would result in discipline, case is referred to an independent outside investigator for objectivity
- We use a variety of vetted outside investigators depending on availability
- Based on findings of the investigation, police chief will take appropriate disciplinary action
  - Possible IA findings:
    1. Unfounded-The investigation revealed conclusively the alleged act did not occur.
    2. Exonerated – The alleged conduct was found to have occurred, however, the conduct either was appropriate under the circumstances or was not found to constitute a violation of applicable policy.
    3. Not Sustained – The alleged misconduct could neither be proved nor disproved, given the existing evidence.
    4. Sustained – The alleged misconduct is found to have occurred, and, where applicable, to have violated any applicable rule and/or policy.

# Complaints for 2019 and 2020

- From our transparency page:

<b>Citizen Complaints</b>		
January 1, 2019 - December 31, 2019		
		
Number	Nature	Disposition
1	Inaccurate Report	Not Sustained
2	Harassment	Exonerated
3	Unlawful Detention	Exonerated
4	Discourteous	Not Sustained

<b>Citizen Complaints</b>		
January 1, 2020 - December 31, 2020		
		
Number	Nature	Disposition
1	Harassment	Not Sustained
2	Discourteous/Use of Force	Not Sustained

# Use of Force

## Use of force policy 300.2

Officers must have an understanding of, and true appreciation for, their authority and limitations. This is especially true with respect to overcoming resistance while engaged in the performance of law enforcement duties.

The Department recognizes and respects the value of all human life and dignity without prejudice to anyone. Vesting officers with the authority to use reasonable force and to protect the public welfare requires monitoring, evaluation and a careful balancing of all interests.

### 300.2.3 FAIR AND UNBIASED USE OF FORCE

Officers are expected to carry out their duties, including the use of force, in a manner that is fair and unbiased (Government Code § 7286(b)). See the Bias-Based Policing Policy for additional guidance.

### 300.3 USE OF FORCE

Officers shall use only that amount of force that reasonably appears necessary given the facts and totality of the circumstances known to or perceived by the officer at the time of the event to accomplish a legitimate law enforcement purpose (Penal Code § 835a).

### 300.3.4 RESTRICTIONS ON THE USE OF CAROTID CONTROL HOLD

Officers of this department are not authorized to use a carotid restraint hold. A carotid restraint means a vascular neck restraint or any similar restraint, hold, or other defensive tactic in which pressure is applied to the sides of a person's neck that involves a substantial risk of restricting blood flow and may render the person unconscious in order to subdue or control the person (Government Code § 7286.5).

### 300.3.6 ALTERNATIVE TACTICS - DE-ESCALATION

As time and circumstances reasonably permit, and when community and officer safety would not be compromised, officers should consider actions that may increase officer safety and may decrease the need for using force:

- (a) Summoning additional resources that are able to respond in a reasonably timely manner.
  - (b) Formulating a plan with responding officers before entering an unstable situation that does not reasonably appear to require immediate intervention.
  - (c) Employing other tactics that do not unreasonably increase officer jeopardy.
- 
- (b) If reasonably available, the use of crisis intervention techniques by properly trained personnel.

# Use of Force Review

- Use of force review for policy compliance and training needs
  - Sergeant conducts analysis and provides recommendations
  - Chief conducts independent analysis and makes final decision
  - Process involves review of all pertinent details in report and body-worn camera footage

# Transparency

## Currently

- Body-worn camera
- Police manual available online
- ALPR information available online
- Complaints log with disposition available online (not required)
- RIPA Dashboard (not required)
- Crime Mapping

## Future

- Workforce demographics
- Use-of-Force data
- Traffic complaint locations

# Future Organizational Structure Plans/ Accountability

- Conduct a sergeant's assessment and promote two sergeants
- Re-establish management position(s) for increased accountability infrastructure
  - Excerpt for the RIPA Advisory Board 2021 Annual Report:

**“Strong accountability systems include a sufficient number of supervising officers, adequate training for effective supervision, and workloads that allow supervisors to be effective in their oversight responsibilities. Supervisory staff should be proactive, engaged, and consistent in their supervision of line officers. “**

**“Not only should there be strong supervision of line officers, but agency command staff should also effectively oversee their first-line supervisors to ensure accountability at all levels. Supervisors must be held directly accountable for the quality and effectiveness of their supervision, including whether supervisors identify and effectively respond to misconduct and ensure that officers effectively engage with the community.”**

# Community Engagement

# General Community Engagement

## Currently

- Increased messaging on NextDoor and Instagram
- Increased in-person engagement downtown and elsewhere
- Community Engagement Committee
- Participated in The Phoenix Project's in community event in commemoration of George Floyd
- Multiple phase targeted community engagement project in collaboration with the Restorative Justice Institute out of San Rafael
- Area commanders/ community policing liaisons
- **Special Needs Registry**
- You Are Not Alone (YANA)

## Future

- Informational booth at Juneteenth event
- Increase our digital footprint by using Twitter and Facebook and other social media and digital outreach platforms
- Update website
- "Front Lawn Meetings"
- New resident and business introductions
- Working with Chamber of Commerce on a smartphone app for business owners
- Educational campaign on when and how to report suspicious people



Left and below:  
Tiburon Police meets  
local business owners  
and employees

Above: Tiburon Police took part in a  
community event organized by the Phoenix  
Project Marin City entitled Difficult  
Conversations with a black man



# Coffee with a Cop in Downtown Tiburon



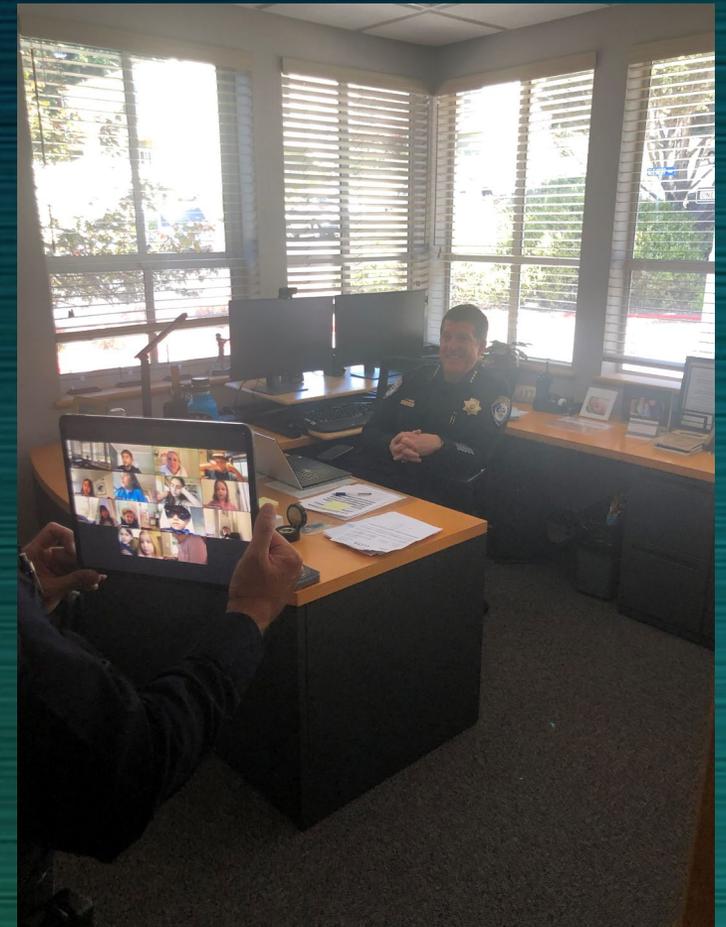


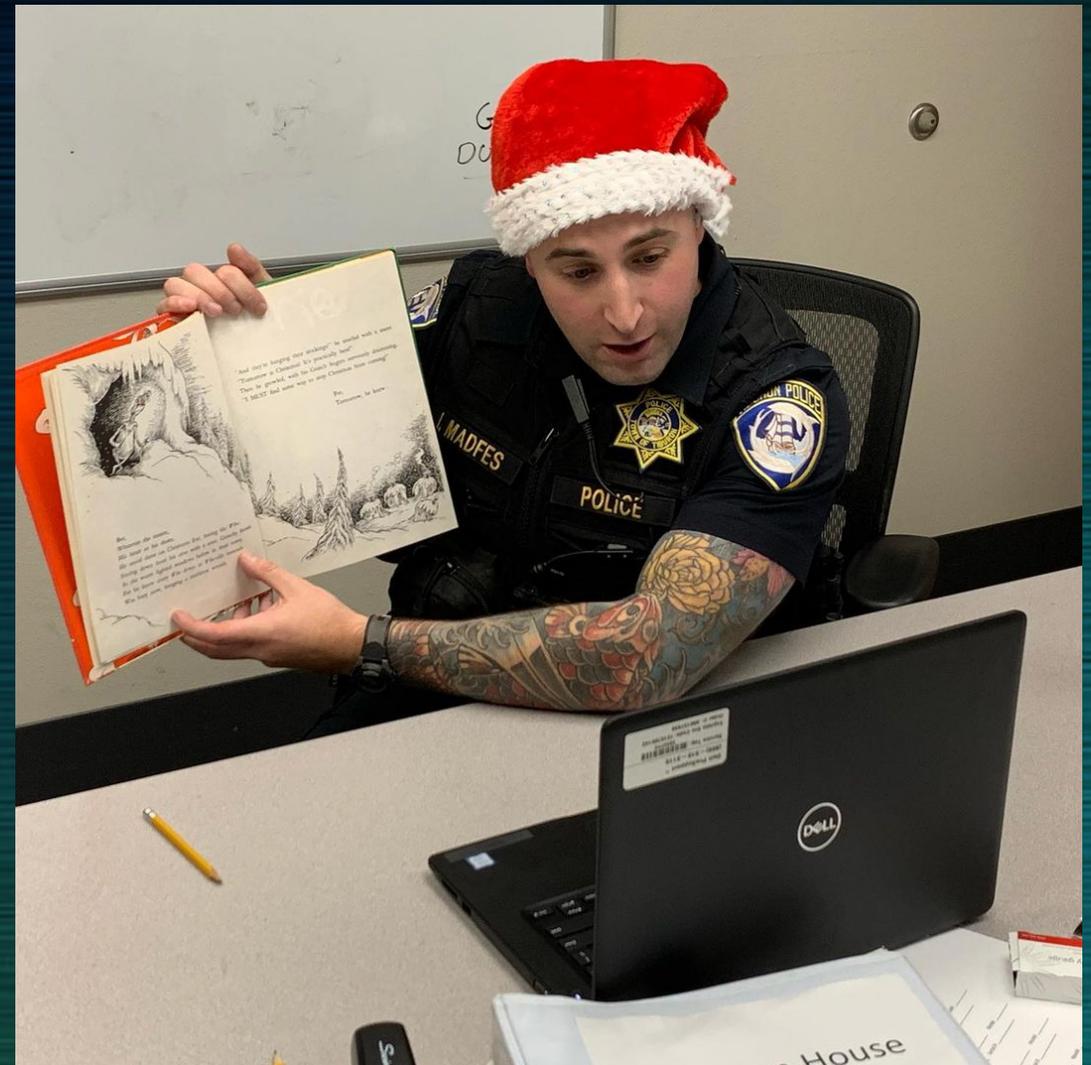
Classic Police  
Cruiser used for  
Town events and  
parades

# Youth Engagement

- Collaboration with Reed Union School District
  - Safety Day
  - Read Across America
  - Get Ready 5<sup>th</sup> Grader “GR5”
  - At schools during drop-off and pick-up
  - Substation at Bel Aire School
- Station tours
- Frederick Leon Marcus Youth Academy
- RANCH Youth Council
- Marin County Office of Education’s School Law Enforcement Partnership (SLEP)

# Reed Students Tour TPD and meet Chief Monaghan and Staff





Officer Gutierrez and Officer Madfes read stories to students at Reed School and the Belvedere Hawthorne Nursery School

# Tiburon PD Committees

- Uniform, Equipment & Technology
- Community Engagement
- Professional Standards & Training
- Recognition, Appreciation & Employee Wellness



## Mental Health & Employee Wellbeing committee

- Recognition
- Mental Health and Support Resources
- General Employee Physical and Emotional Wellbeing