



PEACE OFFICER RECORDS DIVISION

Presentation to the
Civilian Oversight Commission
October 19, 2023

Los Angeles County Code Section 2.170.020

- ▶ *Requires County Counsel to fulfill Sheriff and Probation obligations to publish certain SB 1421 records, including:*
 - ▶ *Records and video relating to law enforcement shootings*
 - ▶ *Uses of force causing great bodily injury; and*
 - ▶ *Other critical peace officer related incidents*
- ▶ *The ordinance does not become operative until*
 - ▶ *Funds are appropriated to fully staff County Counsel to fulfill the Departments' obligations under the ordinance; and*
 - ▶ *County Counsel obtains required access to the Departments' records.*

What are SB 1421 Requests?

California Public Records Acts (CPRA) requests for records subject to disclosure under Penal Code Section 832.7 and Government Code section 7923.625. SB 1421, SB 16, and AB 748 are the bill numbers that amended these laws.



What are SB 1421 Requests - “Releasable Records”

The passage of SB 1421 and SB 16 made the following records (with specific redactions) releasable:

- ▶ *Peace officer shooting at a person;*
- ▶ *Use of force that resulted in death or great bodily injury;*
- ▶ *Sustained finding of:*
 - ▶ *Dishonesty;*
 - ▶ *A sexual assault on a member of the public;*
 - ▶ *Unreasonable or excessive force;*
 - ▶ *Failing to intervene against another officer using unreasonable or excessive force;*
 - ▶ *Discriminatory conduct;*
 - ▶ *An unlawful arrest or an unlawful search.*

What are SB 1421 Requests - “Critical Incidents” under AB 748

Critical incident is defined as:

- ▶ *A Peace Officer shooting at a person;*
- ▶ *A Peace Officer’s use of force that resulted in death or great bodily injury*

What PORD Will Do

Work with the Sheriff's Department to provide the public timely, complete, and easy online access to disclosable peace officer records



PORD's Objectives - “Proactive” Posting

- ▶ *Proactive posting of critical records which include:*
 - ▶ *Investigative summaries*
 - ▶ *Officer-Involved Shooting Form; Supervisor's Report on Use of Force; Executive Force Review Committee Findings Memo*
 - ▶ *Coroner's Report*
 - ▶ *Body Worn Camera Footage*
- ▶ *Records will be posted within 30 days on a public website*
- ▶ *No need for public to make a request*

PORD's Objectives - “Reactive” Posting

- ▶ *Respond to SB 1421 PRA Requests*
 - ▶ *Produce all responsive, non-confidential documents and material*
- ▶ *Posted within 30 days on public website*



What PORD Will Do - Transparency

- ▶ *Provide a user-friendly, searchable website*
- ▶ *All prior LASD productions to be made available*
- ▶ *All ongoing responsive incidents proactively posted*

The PORD Team

- ▶ *Three attorneys*
 - ▶ *Division Chief + two Senior Deputies*
- ▶ *Paralegal Team*
 - ▶ *2 Supervising Paralegals*
 - ▶ *5 Senior Paralegals*
 - ▶ *Hiring +25 paralegals*
- ▶ *Working closely with County Counsel TBS, CEO, LASD, and Probation*

PORD's Work So Far - Requested Budget and Staffing

- ▶ 1- Assistant County Counsel
- ▶ 2 - Senior Deputy County Counsel Lawyers
- ▶ 2 - Supervising Paralegals
- ▶ 5 - Senior Paralegals
- ▶ 50 - Paralegals (Only 25 approved on October 2, 2023)
- ▶ 4 - Support Staff
 - ▶ 1 Senior Secretary V
 - ▶ 1 Supervising LOSA
 - ▶ 1 LOSA II
 - ▶ 1 ITC (not approved)
- ▶ Administrative and Technology Staff
- ▶ LASD Staffing Requests

PORD's Work So Far - Requested Budget and Staffing

- ▶ *Additional ongoing costs*
 - ▶ *GovQA Software*
 - ▶ *Purchase of audio and video editing software (Caseguard)*
 - ▶ *Cost of IT assets*
 - ▶ *Laptops*
 - ▶ *Mobile phones*
 - ▶ *Software licenses*

PORD's Work So Far - Setting up the Division

- ▶ *Transitioning attorneys and staff*
- ▶ *Recruiting, hiring, training*
- ▶ *Working with LASD and Probation to establish workflows and records access protocols*
- ▶ *Analyze legal and operational issues*
- ▶ *Setting up secure workspace*
- ▶ *Procured new software*

PORD's Work So Far - Website & Software

GovQA Software allows the public to:

- ▶ *Submit requests online and track status*
- ▶ *Receive responses online*
- ▶ *Search for and review previous responses*
- ▶ *View “trending topics” in peace officer records*

PORD's Work So Far - Website & Software

- ▶ *Setting up Gov QA public website*
 - ▶ *Customized landing page*
 - ▶ *Configurations, account creation, email notifications, response templates*
 - ▶ *FAQs for website*
 - ▶ *Redaction list; exemptions; user rights and roles; system notifications*
- ▶ *Software/network interfaces and workflow diagrams*

PORD's Work So Far - Website & Software

- ▶ *Creating sample test data for system integration*
- ▶ *Setting up and configuring Sharepoint as a “middleware” data warehouse*
- ▶ *Setting up and configuring CaseGuard video editing software*

PORD's Work So Far - Working with Partners

- ▶ *60+ meetings with IT*
- ▶ *45+ meetings with GovQA*
- ▶ *Dozens of meetings with LASD, including PRA Unit, IAB, and BWC unit*
- ▶ *Meetings with Probation and its IT, IAB, and PRA units*
- ▶ *Meetings with DA's Discovery Compliance Unit to reduce production delays*

Finalizing the Implementation

- ▶ *Finalizing MOUs with LASD re*
 - ▶ *Security clearance and system access*
 - ▶ *System cut-over and formal takeover of processes*

Targeting 1Q 2024 for launch

Thank you!!

The background of the slide is composed of several overlapping, semi-transparent blue geometric shapes, primarily triangles and polygons, creating a dynamic, abstract pattern. The colors range from a light sky blue to a deep navy blue. The shapes are layered, with some appearing more prominent than others, giving a sense of depth. The overall composition is modern and clean.