City of Sacramento Sacramento Community Police Review Commission Report

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File ID: 2024-00502 2/12/2024 Discussion Item 4.

Sacramento Police Community Review Commission's Annual Report to City Council

File ID: 2024-00502

Location: Citywide

Recommendation: 1) Discuss the Sacramento Police Community Review Commission's Proposed 2024 Annual Report, which includes the Commission's 2023 Recommendations and its Proposed Work Plan for 2024, "Annual Report" (Attachment 2); and 2) Pass a **Motion** to approve the Annual Report, including any amendments to it, and its submission to the City's Personnel & Public Employee Committee for consideration of forwarding to City Council for approval pursuant to Council Rules of Procedure chapter 17.

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Presenter: Keyan Bliss, Chair, Sacramento Community Police Review Commission

Attachments:

- 1-Description/Analysis
- 2-Sacramento Police Community Review Commission's Proposed Annual Report for 2024

Additional Description/Analysis

Issue Detail: At least annually, the Sacramento Community Police Review Commission (SCPRC) is to report and make recommendations to the mayor and the city council regarding the activities of the SCPRC and the Sacramento Police Department's efforts to strengthen bias-free policing and community-police relations. The purpose of this item is to discuss and provide the community with an update on the respective recommendations that the SCPRC prepared.

SCPRC recommendations to the City Council must follow the procedure set out in Council Rules of Procedure chapter 17, section C which includes putting the commission-adopted recommendations in an annual report and placing that report on the Personnel and Public Employees Committee meeting agenda for direction and forwarding to City Council. (City Council Rules of Procedure chapter 17, section C.)

Policy Considerations: On November 29, 2016, City Council adopted ordinance No. 2016- 0055, establishing the Sacramento Community Police Review Commission (Police Commission) for the following purposes:

- Providing community participation in reviewing and recommending police policies, practices, and procedures; and
- Monitoring the implementation, evaluation, and sustainability of city policing initiatives and programs.

Economic Impacts: None.

Environmental Considerations: Not Applicable.

Sustainability: Not Applicable.

Commission/Committee Action: During its January 2024 meeting, the Commission reviewed and discussed the 2018-2019 Recommendation Updates and Responses, the Proposed 2023 Recommendations, and the Proposed 2024 Work Plan. The Commission approved the 2018-2019 Recommendations Updates and Responses and provided direction to the Chair and Vice Chair to finalize the 2023 Recommendations for approval at its February 2024 meeting.

Rationale for Recommendation: Not Applicable.

Financial Considerations: Not Applicable.

Local Business Enterprise (LBE): None.

Sacramento Community Police Review Commission 2023 Annual Report



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Sacramento Community Police Review Commission

The Sacramento Community Police Review Commission (SCPRC) was established to: 1) provide community participation in reviewing and recommending police policies, practices, and procedures; and 2) monitoring the implementation, evaluation, and sustainability of city policing initiatives and programs. (Sacramento City Code section 2.110.020).

Powers and Duties of the SCPRC

Subject to Sacramento City Code section 2.110.030, the Commission's powers and duties are as follows:

- A. The commission shall advise and make recommendations to the city council regarding police policy, procedures, and best practices, including those related to community relations, hiring, and training best practices.
- B. The commission shall review quarterly reports prepared by the office of public safety accountability consistent with California Penal Consistent 832.7(c), relating to the number, kind, and status of all citizen complaints filed against police department personnel, to determine whether there are patterns of misconduct that necessitate revisions to any police policy, practice, or procedure.
- C. At least annually, to report and make recommendations to the mayor and the city council regarding the activities of the commission and the Sacramento Police Department's efforts to strengthen bias-free policing and community-police relations.

To fulfill its responsibilities, the Commission monitors and evaluates the City's policing initiatives and programs. The Commission meets publicly about 10 times a year with meetings usually ranging from one to three hours.

Summary of Activities in 2023

Military Equipment Use

On September 13, 2022, the Sacramento City Council directed the Sacramento Police Department (SPD) to collaborate with the SCPRC to establish a community engagement process that provides the public an opportunity to review and comment on SPD's military equipment use policies, practices, and procedures.

In early 2023, a subgroup of Commissioners met regularly with Assistant City Manager Mario Lara and Lieutenant Jeffrey Shiraishi to collaborate on creating a community engagement process that sought to begin a dialogue that could lead to a better understanding of the mutual needs of community and police, leading to equitable balance.

Through this process, the Commission in collaboration with SPD, organized three community forums, which were hosted in community centers:

- Pannell Meadowview Community Center Thursday, July 6th
- Hagginwood Community Center Thursday, July 27th
- Hart Senior Center Saturday, July 29

Through this community engagement process, the SCPRC produced a detailed report based on these discussions that included the following nine recommendations to improve SPD's MEU policy:

- 1. Require SPD to track and report the total number of military equipment deployments within the City's jurisdiction separately from the total number of "reportable uses" of force or discharges of military weapons in its annual MEU report.
- 2. Add a standalone section(s) to the General Order that clearly states when and where military equipment or munitions are prohibited for deployment, use or discharge.
- 3. Remove all language under each section authorizing military equipment deployment or usage in situations that includes "crowd control" or "circumstances where a tactical advantage can be obtained."
- 4. Require SPD to produce its annual report using Comparative Reporting and Demographic Reporting to provide information that includes, at a minimum, where it uses its military equipment and munitions; who it is used against; and the context the equipment is used.

- 5. Establish a formal and standardized process for soliciting community input and incorporating feedback into annual updates of SPD's military equipment use policy that includes clear timelines for opening SPD's community survey and hosting no less than 3 community input forums as adopted from the SCPRC's Community Outreach Plan.
- 6. Designate independent oversight authority to the Office of Public Safety and Accountability (OPSA), the Inspector General (IG), and the SCPRC for ensuring SPD's compliance with this policy and AB 481. OPSA and IG should be responsible for investigating any individual violations of the MEU policy. SCPRC should have authority to review and provide recommendations for remedying nonconforming uses to SPD, the Mayor and City Council before the adoption of any changes to the MEU policy.
- 7. Consolidate all military munitions, grenades, or canisters that deploys' any type of chemical agent listed under AB 48 into the "Chemical Agents and Smoke Canisters" category. Under the consolidated category, add language or links to manufacturers' websites that contains information including, but is not limited to, the clear definitions for each type of chemical agent, and any health or environmental hazards from the deployment of these types, and procedures for cleaning up after deployments of chemical agents.
- 8. City Council should coordinate directly with SCPRC and SPD to organize community input forum(s) within their respective districts. Each city council member should coordinate with SCPRC to either host a community input forum within their respective council district, or at minimum, attend at least one (1) community input forum in a listening capacity within the bounds of the Ralph M. Brown Act.
- 9. City Council should approve annual funding for SCPRC to continue to engage community directly and more often throughout the year.

A comprehensive explanation and additional information for each recommendation is included at the end of this document. While the report with recommendations were shared with the City Council, the Commission was disappointed that the report and its community-based recommendations was not formally agendized for discussion or consideration among the City Council. The rushed approval of SPD's Annual MEU Report and Policy updates, without serious changes or meaningful consideration of the community's feedback, have only reinforced the perception that such community forums are simply about placating the public rather than providing real opportunities for policing reform.

While this lack of action may exacerbate the existing distrust and suspicions among community members about the City's commitment to civilian oversight and accountability for the police, the Commission will continue to work in facilitating community participation in future community forums on the MEU. The Commission hopes to organize and facilitate additional community forums.

Evaluating SPD Response to SCPRC Recommendations for Year 2018 and 2019

Sacramento City Code section 2.110.030 provides that the SCPRC "shall advise and make recommendations to the City council regarding police policy, procedures, and best practices, including those related to community relations, hiring, and training best practices." However, the Code is silent on how the recommendations should be communicated to the SPD and the City Council.

Since its inception in 2016, the SCPRC has issued and presented over 146 recommendations to the City Council. These recommendations were approved by the SCPRC and presented to the City Council in four tranches in 2019, 2020, 2021, and 2022. During this time, the City Council has taken action on 7 of these recommendations.

In November 2021, the City Auditor released Report# 2021, 22-06 titled Audit of the Sacramento Community Police Review Commission: Renewed Focus on Cooperation is Urgently Needed. One of the Auditor's findings was that "the recommendations presented in 2019 and 2020 were written largely as stand-alone recommendations without sufficient support or justification when compared to other civilian oversight agencies."

The Auditor further noted that the lack of additional background information providing justification for the recommendations was one of the reasons why the Sacramento Police Department and the City Council were not able to support, respond to, or implement SCPRC recommendations. This inaction by City Council perpetuates the perception that the Commission's work, and by extension, the community's feedback regarding policing practices, are not important to the Mayor or Councilmembers.

To address this criticism, in 2023 the Commission in collaboration with SPD, created a new process for recommendations. The first step was creating a standardized template for how recommendations would be captured. This template is helping implement the Auditor's recommendation and the new document creates an expectation for the Commission to provide, to the extent possible, specific details, relevant examples and resources, and actionable language to guide proposed actions SPD. This document has made it easier for SPD to provide formal written response to each recommendation.

In addition, the Commission has worked closely with SPD and has established biweekly meetings with a subgroup of the Commissioners. These biweekly meetings allow for in-depth policy discussions and facilitate learning and greater understanding between the parties involved. The Commission is in the process of revisiting past recommendations and is transferring all 129 recommendations to the new template and process.

Using this new approach, the Commission and SPD have reviewed and discussed the 2018 and 2019 recommendations. We are resubmitting them for consideration and adjudication by the City Council.

The Commission hopes that by working with SPD and establishing a formal process to ensure that the recommendations are documented more effectively, in response to the City Auditor, City

Council will act on past recommendations. Decisive action by the City Council is crucial to the Commission and SPD's transparency, credibility, and accountability.

Search and Seizure Policy Review and 2023 Recommendations

On June 20th, 2023, the Office of Public Accountability (OSPA) presented to the Sacramento City Council their audit findings which focused on the improper search and seizure by the Sacramento Police Department (SPD). OPSA oversight practitioners performed this external audit of the Sacramento Police Department's misconduct complaint cases that encompass the allegation of 'Improper Search and Seizure.'

Following the June presentation, the Commission received a presentation from OPSA based on this report's findings and recommendations. After reviewing the report and engaging with Dr. Watson and Inspector General Dwight A. White, the Commission concurred with all the audit's findings and recommendations. While some recommendations spoke for themselves, Commissioners wished to see more explicit detail in the recommendations and identified adjacent concerns related to Search and Seizure practices, including accountability and organizational culture. In response, the Commission has produced the following recommendations:

- 1. Create a standalone, affirmative Fourth Amendment policy governing SPD's search and seizure policies, procedures, and practices. This policy should clearly articulate SPD's authority, procedures, and limits for conducting all manner of search and seizure practices, including but not limited to verbatim language of the US Constitution's Fourth Amendment.
- 2. Establish a standalone, affirmative SPD policy governing the use of pat-downs, consent searches, investigatory stops, and investigative detentions. This policy should provide clear, detailed descriptions of SPD's authority, procedures and limits for conducting pat-downs, consent searches, investigatory stops and investigative detentions. It should also apply to all investigations given by assignment or self-initiated by SPD officers, and use language that unequivocally requires SPD officers to clearly articulate in their reports why they stopped a person and/or why they felt the need to pat down the person.
- 3. Establish a standalone, affirmative policy that clearly defines and articulates SPD's authority, procedures, and limits upon conducting searches or seizures of cell phones, computers, digital storage devices, and other electronic or digital property. The policy should require SPD officers to report all incidents where such devices are searched or seized, including why they searched a person's device(s) and/or why they felt the need to seize the device(s).
- 4. Establish a standalone, affirmative policy that clearly defines and articulates SPD's authority, procedures, and limits for conducting probation searches. The policy should use affirmative language that requires SPD officers to notify probationers of their rights when conducting probation searches and non-probationers of warrantless searches, as well as report all incidents where probation searches or warrantless searches, including

- why they initiated a search waiver, whether non-probationers were searched, and/or why they felt the need to search non-probationers in the vicinity.
- 5. Require SPD to update and consolidate all existing procedures relevant to recovering, storing, impounding or seizing motor vehicles into a single, affirmative policy that clearly outlines and articulates SPD's authority, procedures, and limits for towing motor vehicles, releasing personal property from seized vehicles and releasing vehicle owners or their passengers from police custody when their vehicles are being towed. This policy should unequivocally require SPD officers to report all incidents where vehicles have been towed or been seized, including why they initiated the towing and whether the vehicle has been seized under asset forfeiture. When a vehicle is seized under asset forfeiture, this policy should unequivocally require officers to specify what criminal violations the vehicle or the personal property therein is suspected of being connected with in their reports.
- 6. Establish a standalone, affirmative policy that that clearly defines and articulates SPD's authority, procedures, and limits for engaging youth, juveniles or children under the age of 18 years. The policy should explicitly recognize youth or minors as a protected class of people. The policy should include a zero-tolerance code of conduct that requires SPD personnel to ensure the rights, dignity and well-being of such protected persons are respected and ensured in the performance of their duties.
- 7. Establish a standalone, affirmative policy that that clearly defines and articulates SPD's authority, procedures, and limits for engaging pregnant persons. The policy should explicitly recognize pregnant persons as a protected class that includes a zero-tolerance code of conduct and disciplinary policy that requires SPD personnel to ensure the rights, dignity and well-being of such protected persons are respected and ensured in the performance of their duties, including but not limited to, requiring officers to exhaust deescalation tactics before deadly force is authorized and prohibiting handcuffing a pregnant person undergoing childbirth.
- 8. Establish a standalone, affirmative policy that that clearly defines and articulates SPD's authority, procedures, and limits for engaging disabled persons. The policy should explicitly recognize disabled persons as a protected class that includes a zero-tolerance code of conduct and disciplinary policy that requires SPD personnel to ensure the rights, dignity and well-being of such protected persons are respected and ensured in the performance of their duties, including but not limited to, requiring officers to exhaust deescalation tactics before deadly force is authorized and prohibiting less lethal or deadly force against disabled persons with limited mobility.
- 9. Establish a standalone, affirmative policy that clearly defines and articulates SPD's authority, procedures, and limits for performing welfare checks, warrantless entry and conducting warrantless searches of private property. The policy should apply to all investigations given by assignment or self-initiated by SPD officers, and use affirmative language that unequivocally requires SPD officers to report all incidents where a welfare check, warrantless entry or search of a private residence was conducted, including why

- they felt a welfare check or warrantless entry was necessary, and why they felt the need to conduct a search without a warrant.
- 10. Establish a standalone, affirmative policy that specifically outlines SPD procedures for interacting with people who have a concealed weapon license and carrying their weapon at the time of the interaction. The policy should consider all instances of SPD officers drawing their weapons against civilians during an encounter as a reportable Use of Force (UOF), requiring SPD officers to report all incidents involving a CCW or other licensed firearm holder where officers draw their firearms during interactions with licensed firearm holders, including why they stopped the person and/or why they felt the need to draw their weapon.
- 11. Establish a standalone, affirmative SPD policy governing traffic enforcement policies, practices, and procedures. This policy should provide clear, detailed descriptions of SPD's authority, procedures, and limits for conducting traffic stops, vehicle searches, or other investigative practices involving motorists or vehicles, using affirmative language that requires SPD officers to clearly articulate in their reports why they stopped a motorist, whether the vehicle was searched or the driver was handcuffed, and why they felt the need to detain and/or handcuff the motorist. This policy should unequivocally eliminate the use of pretextual stops within the City of Sacramento.
- 12. Establish a standalone, affirmative policy that clearly defines and articulates SPD's authority, procedures, and limits for performing warrantless entry and conducting warrantless searches of private property. The policy should require SPD officers to report all incidents where such devices are searched or seized, including why they searched a person's device(s) and/or why they felt the need to seize the device(s).
- 13. Require SPD to update its Policy and Procedures webpage to clearly articulate the distinction between Department policy, procedural manuals, and their interactions in the Departments day-to-day operations and actions.
- 14. Require SPD to update its Policy and Procedures webpage to list all General Orders and Reference Manuals relevant to Department Structure, Labor and Human Resources, Policy Interactions and Computer Usage, and Operational Procedures. SPD For General Orders or Reference Manuals considered exempt from disclosure under Government Code section 7923.600(a), the Department should still list the General Order or Reference Manual Number and Name in the appropriate sections its page. The Policy and Procedure webpage should clearly articulate the distinction between Department policy, procedural manuals, and their interactions in the Department's day-to-day operations and actions.
- 15. With the exception of identifiable information and sensitive information relevant to the Safety of SPD officers under Government Code section 7922.000, require SPD to remove redactions from General Orders and Reference Manuals relevant to the Policy Interactions and Operational Procedures, including but not limited to: Use of Force, Search and Seizure, Surveillance, including Body-Worn / In-Car Cameras, Police Observational Devices, and Automated License Plate Readers, Foot and Vehicle Pursuits,

Asset Forfeitures, Traffic Enforcement, Disciplinary Policy, Internal Investigations.

16. Upon approval by the Office of the Chief, require SPD to submit new General Orders, Reference Manuals, or significant updates to Operational Policies relevant to the Commission's purview for SCPRC review and evaluation before it is activated. Upon activation, this policy should be publicly available and accessible on the City's website.

A comprehensive explanation and additional information for each recommendation is included at the end of this document.



Proposed Work Plan for 2024

The SCPRC meets publicly about 10 times a year with meetings usually ranging from one to three hours. While these meetings are staffed by the City Clerk's office, the Commission lacks formal day-to-day staffing. As such, it is up to the Commissioners to prioritize the policy items that will guide the work for each year.

For each policy item, the Commission will need commissioners to volunteer to conduct research, analyze complex policy; and meet with the Sacramento Police Department, community stakeholders, academia, and other experts. This will ensure that the deep policy analysis, which cannot be conducted in real-time during Commission meetings, is informed. Any information gathered and policy recommendations formulated will be brought to the body for discussion, evaluation, and action.

2024 Goals and Objectives

- 1. Conduct Joint Workshop with City Council to Address City Auditor's Recommendations to:
 - a. Identify dedicated staffing for the Commission
 - b. Clarify City Code to establish Commission's Purpose as a civilian oversight body with clear roles, powers, and duties
- 2. Review and evaluate SPD responses for outstanding recommendations for years 2020, 2021, 2022, and 2023
- 3. Present past years' recommendations to City Council for 2021, 2022, and 2023
- 4. Organize up to 6 public community forums and stakeholder meetings related to relevant public safety topics
- 5. Complete and present Commission's Community Report on SPD's MEU Policy for 2024
- 6. Draft and Complete Recommendations and Annual Report for 2024
- 7. Begin drafting 2025 Workplan & Priorities before end of year

Community Response and Public Safety Accountability		
Research and Outreach	Goals	Volunteers
 Review SPD policies, training and procedures related to professional conduct, vehicle chases, traffic enforcement, mental health crisis response and non-emergency response Conduct research into City responses to homelessness, mental health crisis, and violence prevention. Look at best practices from other cities. 	In collaboration with community-based organizations, facilitate up to 3 community forums related to traffic safety, non-emergency response, and mental health crisis response	 Propose and agendize items for discussion at monthly public meetings Perform research and provide presentations to the Commission Organize stakeholder meetings and community forums

		Draft and synthesize proposed recommendations
SPD Strategic Planning and Budget Management		
Research and Outreach	Goals	Volunteers
 Review SPD policies, trainings and procedures related to strategic planning, staffing assignments, financial accounting, and budgetary management Review SPD Fiscal Years 2022/23 and 2023/24 to assess strategic objectives and spending priorities (proposed vs actual trends) Gather information and ask question of the City Manager, SPD staff and departments to understand the budgeting process and spending trends 	 Annual Strategic Planning / Goal-Setting Fiscal Analysis (proposed vs actual trends) of SPD Budget Spending Provide recommendations to the Commission for future action related to project implementation 	 Propose and agendize items for discussion at monthly public meetings Perform research and provide presentations to the Commission Organize and participate in stakeholder meetings and community forums Draft proposed recommendations
Civilian Oversight Engagement and Fu	unction (Standing Priority)	
Research and Outreach	Goals	Volunteers
 Work with SPD, City Manager's Office, City Attorney's Office and any other relevant department to create a process for Commission's policy recommendations to move forward for City Council action. Conduct research into civilian oversight models, best practices, and effective methods for community engagement in Commission work 	 Enhance Commission's effectiveness for reviewing and monitoring SPD Improve the Commission's effectiveness for community engagement in civilian oversight of SPD Present past years' recommendations to City Council's Law & Legislation Committee 	 Propose and agendize items for discussion Perform research and provide presentations to the Commission Organize and participate in stakeholder meetings and community forums Draft and synthesize proposed recommendations

- Monitor and evaluate implementation of Commission recommendations
- Work with SPD to review and discuss which recommendations have been adopted, rejected, or if no action has been taken.
- using the standardized format
- Move forward outstanding recommendations from past years for full City Council action.
- In collaboration with SPD and community-based organizations, conduct up to 3 community forums related to military equipment use
- Provide recommendations to the City Council for future changes of MEU General Order 410.06 based on community feedback

2024 SCPRC Meeting Calender

Meeting	Discussion Items	Key Deliverables
January	 Presentation from SPD on MEU General Order Updates & Policy Review Committee Creation SPD Written Responses to 2018- 2019 Recommendations 2023 Recommendations and Annual Report 2024 Workplan Priorities 	Stakeholder Meetings: Complete evaluation of SPD responses to 2019 recommendations Move forward Joint Workshop with City Council
February March	 OPSA Audit Update on Improper Search and Seizure Stakeholder Meetings Discussion of 2024 	Stakeholder Meetings: • Begin evaluation of SPD responses to 2020 recommendations • Draft and synthesize 2024 community outreach processes Stakeholder Meetings:
	Community Engagement Process for MEU Discussion of Community Engagement Process related to Non-Emergency Response, Mental Health Crisis Response, and Traffic Safety Joint Workshop with City Council to address City Auditor's Recommendations Stakeholder Meetings	 Complete evaluation of SPD responses to 2020 Recommendations Review SPD policies and procedures related to non- emergency response, including homelessness Finalize dates and venues for 2024 Community Forums
April	 Presentation from the Department of Community Response on activities related to Homelessness Presentation from SPD's Impact Team about Homelessness and Mental Health Crisis Response policies and procedures 	 Stakeholder Meetings: Complete evaluation of SPD Responses to 2020 Recommendations (if applicable) Begin evaluation of SPD responses to 2021 Recommendations Begin promotion for MEU Community Forums

	 Community Workshop on City Response to Homelessness (conducted at a community-based venue) Presentation to City Council's Law & Legislation Committee for years 2021, 2022, and 2023 Stakeholder Meetings 	Review SPD policies and procedures related to vehicle pursuits and traffic enforcement
May	 Presentation on SPD's 2023 Military Equipment Use and Policy Updates Conduct first MEU Community Forum for 2024 Presentation from SPD's Metro Division on Traffic Enforcement Policies, Procedures, and Procedures Stakeholder meetings 	 Stakeholder Meetings: Review draft of SPD's annual military equipment use report for 2023 Review SPD Budget and Objectives for FY2022/23 and FY2023/24
June	 Presentation on RIPA Report/Data for Sacramento Presentation from OPSA on 2023 Annual Complaint Activities Report Presentation from Inspector General on Officer-Involved Shooting Investigations Presentation from SPD and/or City Manager's Office on SPD Budgetary Process, Policies, and Growth Planning Conduct second MEU Community Forum for 2024 Stakeholder meetings 	 Stakeholder Meetings: Review SPD policies and procedures related to mental health crisis response Complete evaluations of SPD responses to 2021 Recommendations (if applicable)
July	 Conduct third MEU Community Forum for 2024 Stakeholder meetings 	 Stakeholder meetings: Draft and synthesize Commission MEU Report and Recommendations based on community feedback Begin evaluation of SPD responses to 2022 Recommendations

August	 Discussion of Commission MEU Report and Recommendations Presentation of Commission MEU Report and Recommendations to City Council's Law & Legislation Committee Community Workshop on Traffic Safety (conducted at a community-based venue in Central City) Stakeholder meetings 	 Stakeholder meetings: Review Draft of Commission MEU Report and Recommendations with SPD Review SPD policies and procedures related to violence prevention, gang enforcement Complete evaluation of SPD responses to 2022 Recommendations (if applicable)
September	 Presentation of Commission MEU Report and Recommendations to full City Council (prior to SPD's MEU Policy/Report Approval) Presentation of Sacramento County's Community Wellness Response Teams on Mental Health Crisis Response Calls Stakeholder meetings 	Stakeholder meetings:
October	 Presentation from Office of Violence Prevention on activities related to youth violence prevention and other youth programs Community Workshop on City's Response to Youth Violence (conducted in South Sacramento) Discussion of 2024 Recommendations and Annual Report Discussion of 2025 Workplan & Commission Priorities Stakeholder meetings 	Stakeholder meetings: • Draft 2024 Recommendations and Annual Report • Complete evaluation of SPD responses to 2023 Recommendations (if applicable)

November	Stakeholder meetings	Stakeholder meetings: • Begin drafting Commission's 2025 Workplan • Complete synthesis of 2024 Recommendations and Annual Report
December	 Approval of 2024 Recommendations and Annual Report Approval of 2025 Workplan 	Stakeholder meetings: • Complete synthesis of Commission's 2025 Workplan