
	ROSENBERG POLICE DEPARTMENT	
	Policy 1.05 Chief's Advisory Panel	
	Effective Date: 09-01-2021	Replaces:
	Approved:  Chief of Police	
	Reference:	

I. POLICY

The policy of the Rosenberg Police Department is to establish and maintain multiple avenues for outreach into our community to fulfill the goal of building trust and relationships within the community we serve. One component of the Department policy is the creation and maintenance of a Chief's Advisory Panel. The goal of the Panel is to create a forum for police-community interaction to address public safety and related community issues in order to further enhance quality of life and safety in our community.

II. PURPOSE

The Chief's Advisory Panel was established in 2021 under the direction of the Chief of Police. The panel will serve as a resource for the Chief, and will aide to create strategies, develop community policing concepts, and solicit community feedback in order to enhance community trust. The Chief's Advisory Panel is not a forum for the review of specific police operations or actions, but a forum for open discussions concerning community concerns and leveraging the experience of persons both inside and outside of law enforcement in order to benefit both the Department and the community. The primary purpose of the Chief's Advisory Panel is to provide a forum with key stakeholders regarding law enforcement practices within the community and is comprised of a diverse cross-section of community and department members representative of the City of Rosenberg.

The contributions of all panel members shall serve as an impetus to integrate community viewpoints and concerns into police department planning and strategies.

The rotating membership of the panel shall consists of at least four (4) citizens from all aspects of the community, representing a range of interests and experiences; three (3) members who are department employees from several different divisions of the department, and one (1) member who will serve as a panel facilitator. Community members shall compose of diverse backgrounds, including business, education, non-profits, public relations, the faith community and more.

III. PROCEDURES

The panel consists of at least four (4) citizens from throughout the community who should represent a range of interests and experiences, three (3) members who are department employees from differing areas of the department, and one (1) member who is a member who will serve as a panel facilitator. Community members shall have diverse backgrounds, including business, education, non-profits, public relations, faith community and more. This panel will act solely in an advisory capacity and will not be directly responsible for Department decision making at any level. The panel is expected to provide input on topics the Chief of Police deems appropriate and timely.

A. Panel Member Roles (include but not limited to):

1. Act as a sounding board for the Chief of Police regarding community needs and concerns, as well as community response to proposed police programs, priorities, and policies.
2. Apprise the Chief of Police directly of the community's need for police services.
3. Assist in educating the community at large about the function and role of the Rosenberg Police Department.
4. Attend quarterly meetings that are held at the Rosenberg Police Department (with the exception of special meeting locations at the discretion of the Chief as needed.)
5. Conduct discussion regarding emergent trends in law enforcement that affect the City of Rosenberg.
6. The panel will not serve to make recommendations regarding specific employee personnel issues nor operations nor policies.

B. Member Selection Criteria

1. The Chief of Police will select members to serve on the panel for their professionalism, integrity, and commitment to the Rosenberg community. The Chief will lead the Chief's Advisory Panel meetings with assistance from a Panel Facilitator.
2. Panel members serve a renewable one-year term. All members serve at the discretion of the Chief of Police.
3. City Council members may make non-binding recommendations for panel member appointments to the Chief of Police.
4. The Chief of Police may elect to remove members for cause prior to the end of their term. 2 or more unexcused absences by a panel

member may be cause for removal of that panel member.

5. Panel members must:

- a. Be a City of Rosenberg resident or own or manage a business located within the incorporated City limits of Rosenberg.
- b. Conduct at least one (1) ride-along with a Rosenberg Police Department patrol officer.
- c. Not have been convicted of a felony or serious misdemeanor offense. Common examples of disqualifying misdemeanors are Fraud, Theft, and Narcotics offense. These items will be considered by the Chief of Police on a case by case basis solely at the Chief's discretion.
- d. Display a genuine interest in community or civic involvement.

C. Staff Support

1. The Office of the Chief of Police shall provide support to the Chief's Advisory Panel. The Chief's Administrative Assistant is the Recording Secretary and the primary contact for panel members. The Recording Secretary shall:
 - a. Record the proceedings of meetings of the Chief's Advisory Panel (i.e., agendas, minutes, etc.).
 - b. Disseminate information, including minutes of meetings, to members of the Chief's Advisory Panel.
 - c. Maintain all records related to the Chief's Advisory Panel.
 - d. Provide administrative support as needed to the Chief and panel members.

D. Member Term Limits

1. Terms are limited to one year to allow for greater participation by any interested parties. A one-year extension for sitting panel members may be considered on an individual basis at the discretion of the Chief of Police. A panel member may be excused from participation:
 - a. At the discretion of the Chief of Police.
 - b. In the event it is deemed necessary for the benefit of the panel as a whole.
 - c. In the case of those members who, without being excused by the Chief of Police vacate their position by failing to attend two (2) consecutive meetings.
 - d. In the event of circumstances which render a panel member unqualified to serve such an arrest or termination of employment in the case of department members.