

Citizen Police Review Board

Criminal Procedure Overview/SOPs

July 15, 2026

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Probable cause

More likely than not

Less than Beyond a Reasonable Doubt

Summons and Arrest

What is the difference?

Why one rather than the other?

Detention

Is this the same as arrest?

What is the standard required to detain someone?

Confidentiality - Limitations on Release of Information

Why does the CPRB review IA investigations under Executive Session rules?

CPRB

Standard Operating Procedures Overview

SOP 1A: Response to Resistance (aka Use of Force) (Public)

SOP 2: Bias-Based Policing (Public)

SOP 10: Professional Conduct (Public)

- *10-IV-B-10 - Conduct Toward the Public*
- *10-IV-D-5 - Insubordination*
- *10-IV-D-10 - Unsatisfactory Performance*

SOP 71A: Use of Restraining Devices (Public)

SOP 86A: Body-Worn and Vehicle Cameras (Public)

Civilian Police Review Board

Duties and Responsibilities

July 15, 2026





Structure of the CPRB

Established by Chapter 2, Article IV-A of the Portland City Code; required by City Charter, Article IX

Board Composition

- **10 Members:** Composed of 10 members, including 3 non-voting members
- **Annual Appointments:** Must appoint 1 chair and 1 vice-chair annually
 - **Term Limits:** Chair cannot serve for more than 3 consecutive terms

Appointment & Terms

- **Authority:** Appointed by the City Council (or the mayor)
- **Term Length:** Appointed to 3 year terms
- **Term Limits:** Limited to 3 consecutive full terms

Sections 2-77, 2-79 & 2-80 of Chapter 2 of the City Code



Support Staff

Technical Advisor

- Made available to Board by City on an as needed basis
 - Retained by City Manager after consult with Police Chief, Police Unions, and Board Chair
 - Cannot have any business or professional affiliation with PD
- May perform the following functions
 - Training
 - Briefing on accepted police practices, applicable laws and issues relevant to the discharge of citizen review function
 - Educating the board on aspects of the IA process

Section 2-85(f) of Chapter 2 of the City Code



Support Staff

Community Liaison

- Appointed by the City Manager
 - Member of City staff
- Performs the following functions
 - Ensure the public is aware of the methods for filing complaints
 - Assist the Board with carrying out its duties, conducting outreach, and other duties as assigned by the Board
- At this time, also serving as secretary to the Board
 - Providing administrative assistance to the Board

Sections 2-83 & 2-85(f) of Chapter 2 of the City Code



Support Staff

Police Liaison

- Designated by the Police Department
 - Member of Police Department staff
- Performs the following functions
 - Assists the Board with questions concerning the PD's standard operating procedures
 - must be familiar with PD standard operating procedures

Section 2-85(f) of Chapter 2 of the City Code



Meetings

Quorum Requirements

Meeting Quorum

A majority of the total number of voting members presently appointed constitutes a quorum.

Action Threshold

Official action can only be taken by a majority vote of the members present and voting.

Meeting Procedures

- **Scheduling:** May be called by the Chair, and must be called whenever requested by any Board member.
- **Executive Session:** Authorized to discuss specifics of confidential IA cases to protect individual privacy.
- **Public Voting:** Votes must be cast in public sessions. Public discussions must exclude confidential IA details.
- **Minutes Required:** Must document date, time, place, attendance, and all motions or votes taken.

Sections 2-83 & 2-84 of Chapter 2 of the City Code & FOAA



Duties - Receive IA Complaints

To receive complaints of police misconduct by civilians and police and refer them within 24 hours to IA for investigation.

- If complaint is received by PD through other means, PD must provide a copy of the complaint to the Community Liaison within 5 days

Board must follow PD's standard operating procedures when interviewing complainants & documenting complaints.

Cannot accept complaints from police officers regarding disciplinary actions or personnel matters.

Section 2-85(a)(1) of Chapter 2 of the City Code



Duties - Review IA Investigations

To review all final investigation reports for due process issues including but not limited to, issues of fairness, thoroughness, objectivity, and timeliness, for both the complainant(s)/civilian(s) involved in the matter and the officer(s).

Due process standards in the legal context differ depending on the rights involved, but at its core include, prior to deprivation of life, liberty, or property:

- Notice of the deprivation
- Opportunity to be heard
- At a meaningful time and in a meaningful manner

Section 2-85(a)(2) of Chapter 2 of the City Code



Duties - Review IA Investigations

Review takes place after IA investigation is complete and after disciplinary action (if any) has been taken and appeals have been completed.

- PD must send final cases within 14 calendar days after this time period

Following Board's review, Board must notify the complainant, in writing, of the board's review and any findings regarding due process in the IA investigation

Section 2-85(b)-(c) of Chapter 2 of the City Code



Duties - Review IA Investigations

Limitations on Review

- No subpoena power or ability to call witnesses
- No access to personnel files of police officers, except if a public document or part of IA report
- No ability to impose or modify disciplinary action or lack of action against a police officer
 - No recommendations, findings, or comments relative to disciplinary action or lack of disciplinary action

Section 2-85(d)&(f) of Chapter 2 of the City Code



Duties - Annual Report

To provide an annual written report to the Mayor, City Council, City Manager and Chief of Police including, but not limited to:

- policy and funding recommendations concerning:
 - the IA process
 - police policies, practices and procedures
 - board's functions and duties
- the number of complaints submitted to the Board and resolved during the previous year

Section 2-85(a)(5) of Chapter 2 of the City Code



Duties - Public Hearing

Hold a public hearing at least annually to:

- Receive comments on the complaint process
- Engage the City residents as to the Board's purposes and goals

Section 2-85(a)(4) of Chapter 2 of the City Code



Duties - Rules & Funding

Propose, from time to time, suitable rules governing the board's administrative procedures and board member roles

- Rules must be approved by the City Council

Request additional funding from the City Manager as part of the annual budget process and at other times the Board deems necessary

- City Manager and City Council are not required to provide any particular amount of funding

Section 2-85(a)(8)-(9) of Chapter 2 of the City Code



Duties - Confidentiality

Maintain the confidentiality of information and documents in accordance with state law, including ensuring reports are prepared to ensure particular complainants, witnesses, and officers are not personally identifiable.

Section 2-85(a)(3)&(6)-(7) & Section 2-86 of Chapter 2 of the City Code



Questions?