

**POLICE OVERSIGHT AND ACCOUNTABILITY COMMISSION
MEETING MINUTES**

**SPECIAL MEETING
JANUARY 14, 2026**

**Vallejo Room
505 Santa Clara Street, Vallejo, California**

1. CALL TO ORDER

The meeting was called to order at 6:05 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present: Commissioners Clark, Hybels, Lewis, Qualls, Roy, Sykes, Yun and Alternate Jones

Absent: None

Staff present: City Manager Murray, City Attorney Nebb, and Assistant City Attorney Risner

4. CONSENT CALENDAR AND APPROVAL OF THE AGENDA

Action: *Moved by Commissioner Lewis, seconded by Commissioner Sykes, and carried unanimously to approve the Agenda and the Consent Calendar.*

5. REPORT OF THE SECRETARY – None.

6. CITY ATTORNEY’S REPORT – None.

7. ACTION CALENDAR

A. SELECTION OF CHAIR & VICE CHAIR

Action: *Moved by Commissioner Lewis, seconded by a Commissioner, and carried unanimously to select Commissioner Lewis to serve as Chair.*

Action: *Moved by Commissioner Qualls, seconded by a Commissioner, and carried unanimously to select Commissioner Sykes to serve as Vice Chair.*

B. INTRODUCTION AND INPUT – COMMISSION SECRETARY AND COMMISSION ATTORNEY

City Manager Murray sought advice and input from the Commission regarding the appointment of the Commission Secretary. After receiving such from the Commission, City Manager Murray stated that he would appoint himself as Commission Secretary.

City Attorney Nebb sought advice and input from the Commission regarding the appointment of the Commission Attorney. She described the limitations on having a staff member of the City Attorney’s Office serve as the Commission Attorney and noted that the City Attorney’s Office would seek an outside attorney to function as Commission Attorney, subject to City Council appropriation of funds for such. Some administrative legal

functions such as Brown Act and other administrative advice may remain with the City Attorney's office, but she was intending to seek outside Counsel to assist on Commission recommendations, etc. City Attorney Nebb noted that she would be seeking Commission input to the selection of an outside attorney. The City Attorney noted that until such time as an outside attorney is selected, the City Attorney would appoint herself and Chief Assistant City Attorney Risner to the temporary role.

C. SELECTION OF REGULAR MEETING DATE

City Manager Murray presented four dates each month during which the Vallejo Room is available to accommodate a regular meeting time for the Commission. Those dates were the first Monday of the month; fourth Monday of the month; second Thursday of the month; and fourth Thursday of the month. All Commissioners noted that they would be available on the first Monday.

Action: *Moved by Chair Lewis, seconded by Vice Chair Sykes, and carried unanimously that the first Monday of the month would be the regular meeting day of the Commission.*

Action: *Commissioners unanimously agreed that the regular start time would be 6 pm. Commissioners unanimously agreed that the Commission would alternate with the Planning Commission the use of the Vallejo Room and the Council Chambers for regular meetings.*

D. DISCUSSION REGARDING SPECIAL MEETINGS AND CLOSED SESSIONS

City Attorney Nebb provided remarks on this matter.

E. ADDITIONAL TRAININGS AND NATIONAL ASSOCIATION FOR CIVILIAN OVERSIGHT OF LAW ENFORCEMENT (NACOLE) MEMBERSHIP

City Attorney Nebb and Police Chief Ta provided recommendations for additional trainings for Commissioners and membership and annual conference attendance of NACOLE.

Action: *Commissioners unanimously agreed to the additional trainings and NACOLE membership and annual conference attendance that City Attorney Nebb and Police Chief Ta recommended.*

F. COMMISSION EMAIL AND DOCUMENT PROCESSES

City Attorney Nebb and City Manager Murray explained how Commissioners' email would be set up and monitored. Commissioners and Council Liaison Lediju provided ideas on information that would be useful to add to Commissioners' email signatures and the Commission website.

G. NEXT MEETING DATE

The Commission had decided earlier in the meeting that the regular meeting date would be the first Monday of each month at 6 pm. Therefore, the next regular meeting of the Commission will be on Monday February 2, 2026 at 6 pm.

8. INFORMATION CALENDAR – None.

9. FUTURE AGENDA ITEMS

Commissioners unanimously agreed to the following future agenda items:

- Discussion of the POAC budget
- Input on the selection of an outside attorney
- Standing agenda item for discussion of updates to Police Department policies

10. REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE COMMISSION

Commissioners provided remarks regarding their required trainings.

11. ADJOURNMENT

The meeting adjourned at 8:11 p.m.

Signed by:



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JOHN LEWIS, CHAIR

ATTEST:

Signed by:



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ANDREW MURRAY
CITY MANAGER/COMMISSION SECRETARY