

GENERAL ORDER

June 2025

Immediately

II-48

Distribution: All Employees

Subject: CIVILIAN POLICY ADVISORY COMMITTEE (CPAC)**Index as:** Civilian Policy Advisory Committee (CPAC) CPAC**Accreditation Standards:** 45.2.1**Cross Reference:** § 112.553, Florida Statutes
§ 166.0486, Florida Statutes**Replaces:** New Policy

This Order consists of the following sections:

- I. Policy
- II. Committee Eligibility and Selection
- III. Review Process
- IV. Training

I. POLICY

- A. The St. Petersburg Police Department endeavors to promote transparency regarding Department policies and procedures. All recommendations provided by the Civilian Policy Advisory Committee (CPAC) will be given serious consideration by the Chief of Police.
- B. Any records request made related to the CPAC will be forwarded to the Department's Records Division and managed through the established public record release process.
- C. Members of the CPAC serve without compensation.
- D. Policies that are exempt from disclosure under the Public Records Law will not be reviewed by the CPAC.

II. COMMITTEE ELIGIBILITY AND SELECTION

- A. The CPAC will consist of three (3) to seven (7) members, appointed by the Chief of Police. At least one (1) member will be a retired law enforcement officer.
- B. Eligibility Requirements:
 - 1. Be a resident of St. Petersburg
 - 2. Make a three (3) year commitment
 - 3. Attend required training
 - 4. Be willing to spend the necessary time required to review policies and attend the meetings
 - 5. Participate in a Police Department Ride Along at least annually

6. It is recommended that candidates attend a Citizen Police Academy.

C. CPAC members must not:

1. Hold any political office,
2. Be a current City of St. Petersburg employee,
3. Be related to any current member of the St. Petersburg Police Department,
4. Currently work for any law enforcement agency, or
5. Have any prior felony convictions or any violations involving moral turpitude.

D. A CPAC member should formally notify the Office of Professional Standards Liaison in writing if they choose to resign.

E. Concerns regarding CPAC members will be brought to the attention of the Office of Professional Standards Major. Concerns may include but are not limited to:

1. Persistent failure to perform the duties of CPAC members,
2. Actions that bring discredit to the CPAC, or
3. Failure to regularly attend CPAC meetings.

F. The Chief of Police will approve the removal of any CPAC member.

III. REVIEW PROCESS

A. The Chief of the Police and Office of Professional Standards Major, are responsible for selecting Department policies for CPAC review.

B. A member of the Office of Professional Standards (OPS) will be appointed as the CPAC Liaison. The Liaison will attend meetings and answer any questions posed by CPAC members during the review.

C. CPAC meetings will be open to the public.

D. CPAC recommendations for policy changes will be provided to the CPAC Liaison.

1. The Chief of Police will review all recommended revisions to Department Policy.
2. Policy changes approved by the Chief of Police will be forwarded to the Professional Compliance Unit.
3. Decisions regarding recommended policy changes will be provided to the CPAC at the next scheduled meeting.

IV. TRAINING

A. A comprehensive training course will be provided to each member prior to reviewing any Department policies. Such training may include, but will not be limited to the following:

1. Police Department Organizational Structure
2. Police Department Policies
3. Police Department Discipline Philosophy and Law Enforcement Ethics
4. Report Writing and Understanding Offense Reports

5. CPAC Process

- B. Reference materials related to areas of instruction will be issued to each member.
- C. Additional training for CPAC members may be conducted on an as needed or as requested basis.

Anthony Holloway
Chief of Police