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Ohio Northern District Court
 11 W Huron Rd
 Cleveland, OH 44115
 United States

Date
 Invoice No
 Our ref
 Partner
 Email
 Fed ID

December 18, 2023
 22200244443
 782711.000002
 Karl Racine
 karl.racine@hoganlovells.com
 53-0084704

Cleveland Division of Police Independent Monitorship

Summary	Amount (USD)
Professional Services	107,225.50
Less Hogan Lovells Pro Bono Discount	(43,260.00)
Less Non-Hogan Lovells Pro Bono Discount	(5,733.83)
Total Professional Services	58,231.67
Disbursements and Charges	0.00
Less Discount (based on agreed hotel and per diem rates)	(0.00)
Total Disbursements and Charges	
	Subtotal
	58,231.67
	Total Due
	58,231.67

Payment Details

Electronic payments should be sent to
 Wells Fargo Bank NA, 420 Montgomery Street
 San Francisco, CA 94104

Account: Hogan Lovells US LLP – Operating Account
 SWIFT code: WFBIUS6S Account No: 2000010688096
 ABA #121000248 For Wire Transfers Only
 ABA #054001220 (For ACH Transfers Only)

Please send remittance to
 ar@hoganlovells.com

Check payments may be sent to:
 Lockbox Services - 75890
 Hogan Lovells US LLP
 P.O. Box 715890
 Philadelphia, PA 19171-5890

Payment requested within 30
 days from invoice date

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Expenses Overview			
Category	Value	Discount	Charges
Total			0.00
Total Disbursements and Charges			USD 0.00

Timekeeper Overview			
Timekeeper Name	Hours	Rate	Fees
Courtney Caruso <i>* Provides 20% pro bono discount in addition to discounted blended rate</i>	10.70	750.00	8,025.00
Christine Cole <i>* Provides 15% discount</i>	29.00	230.00	6,670.00
Ronnie Dunn <i>* Provides 15% discount</i>	19.90	230.00	4,577.00
Randy Dupont <i>* Provides 15% discount</i>	9.40	230.00	2,162.00
Lisa Fink <i>* Provides 15% discount</i>	36.80	230.00	8,464.00
Jay Jones <i>* Provides 20% pro bono discount in addition to discounted blended rate</i>	0.40	750.00	300.00
Tammy Hooper <i>* Provides 15% discount</i>	5.70	230.00	1,311.00
Rick Myers <i>* Provides 15% discount</i>	15.00	230.00	3,565.00
Meg Olsen <i>* Provides 15% discount</i>	9.50	75.00	712.50
Karl Racine <i>* Provides 20% pro bono discount in addition to discounted blended rate</i>	8.50	750.00	6,375.00
Megan McDonough <i>* Provides 15% discount</i>	7.20	230.00	1,656.00
Shunta Boston <i>* Provides 15% discount</i>	20.80	230.00	4,784.00
Scott Sargent <i>* Provides 15% discount</i>	2.00	230.00	460.00
Charles See <i>* Provides 15% discount</i>	16.80	230.00	3,864.00
Abby Jae Wilhelm <i>* Provides 100% discount</i>	49.10	750.00	36,825.00

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Timekeeper Overview			
Timekeeper Name	Hours	Rate	Fees
Stephanie Yonekura <i>* Provides 20% pro bono discount in addition to discounted blended rate</i>	23.30	750.00	17,475.00
Total Professional Services	264.10		USD 107,225.50
Less Pro Bono Discount			(48,993.83)
Total Professional Services Charged			USD 58,231.67

Disbursement and Charges	
	0
Total Disbursement and Charges	0.00

Narratives for Professional Services

Task Codes

- 01. Community Engagement & Building Trust
- 02. Community & Problem-Oriented Policing (CPOP)
- 03. Bias-Free Policing
- 04. Use of Force
- 05. Crisis Intervention
- 06. Search & Seizure
- 07. Accountability
- 08. Transparency & Oversight
- 09. Officer Assistance & Support
- 10. Supervision
- 11. External meetings with one or both parties covering multiple issue-areas
- 12. Internal monitoring team meetings covering multiple issue-areas
- 13. Project Management

Activity Codes

- 01. Implementation
- 02. Assessment
- 03. Training
- 04. Policies
- 05. Community Meeting
- 06. Other
- 07. Technical Assistance

Date	Name	Hours	Amount	Description	Task	Activity
11/1/2023	Stephanie Yonekura	0.20	150.00	Emails regarding search and seizure status	6	2
11/1/2023	Stephanie Yonekura	0.20	150.00	Emails regarding status of various projects, meetings, and filings	13	2
11/1/2023	Stephanie Yonekura	0.20	150.00	Officer Intervention Program	11	6
11/1/2023	Stephanie Yonekura	0.60	450.00	Participate in weekly Monitoring Team/City call	11	1
11/1/2023	Stephanie Yonekura	0.20	150.00	Emails regarding accountability status	7	2
11/1/2023	Abby Jae Wilhelm	4.00	3,000.00	Work on developing Monitoring Plan	13	6
11/2/2023	Stephanie Yonekura	0.10	75.00	Emails regarding scheduling attendance at trainings and other meetings	13	2
11/2/2023	Stephanie Yonekura	0.20	150.00	Emails regarding accountability issues	7	2
11/2/2023	Stephanie Yonekura	1.00	750.00	Call regarding proposed amendments to Collective Bargaining Agreement and Monitoring Team debrief	7	2
11/6/2023	Courtney Caruso	1.10	825.00	Review and revise draft assessment methodology with Dr. Dupont	5	2
11/6/2023	Stephanie Yonekura	0.10	75.00	Analyze and assess use of force issues	4	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/6/2023	Jay Jones	0.40	300.00	File use of force reports with Northern District of Ohio and correspond with parties regarding filing	12	6
11/6/2023	Stephanie Yonekura	1.00	750.00	Participate in biweekly meeting with the Monitoring Team	12	1
11/6/2023	Courtney Caruso	1.20	900.00	Prepare for and participate in Monitoring Team meeting	12	1
11/6/2023	Stephanie Yonekura	0.10	75.00	Analyze and assess accountability issues	7	2
11/7/2023	Courtney Caruso	0.50	375.00	Review and analyze Specialized Crisis Intervention Plan	5	4
11/7/2023	Courtney Caruso	0.50	375.00	Review and analyze search and seizure test case reviews	6	2
11/7/2023	Stephanie Yonekura	0.40	300.00	Analyze and assess use of force issues, including CDP report	4	2
11/7/2023	Stephanie Yonekura	0.10	75.00	Communications with City regarding press inquiry	11	6
11/7/2023	Stephanie Yonekura	0.20	150.00	Review minutes from biweekly meeting with parties	11	6
11/7/2023	Stephanie Yonekura	0.20	150.00	Analyze and assess Officer Intervention Program issues	10	2
11/8/2023	Courtney Caruso	1.70	1,275.00	Meet with Dr. Dupont and Dr. McDonough to address City and DOJ comments to proposed Crisis Intervention Team methodology and draft and transmit Monitoring Team feedback to City and DOJ	6	2
11/8/2023	Karl Racine	1.50	1,125.00	Discussion regarding monitoring strategy with S. Yonekura and A. Wilhelm	12	6
11/8/2023	Stephanie Yonekura	1.50	1,125.00	HL meeting regarding Monitoring Team strategy and staffing	12	2
11/8/2023	Stephanie Yonekura	0.10	75.00	Call with Monitoring Team accountability team to discuss status and plan for party engagement	7	2
11/8/2023	Stephanie Yonekura	0.10	75.00	Emails with parties regarding various issues regarding use of force	7	2
11/8/2023	Stephanie Yonekura	0.10	75.00	Emails with parties regarding various issues regarding accountability	7	2
11/8/2023	Abby Jae Wilhelm	0.50	375.00	Discussion with billing team regarding City of Cleveland billing issues	13	6
11/8/2023	Abby Jae Wilhelm	1.00	750.00	Review monitoring team time entries in response to City of Cleveland requests	13	6
11/8/2023	Abby Jae Wilhelm	0.50	375.00	Confer with C. Caruso regarding Crisis Intervention developments	13	6
11/8/2023	Abby Jae Wilhelm	1.50	1,125.00	Discussion regarding monitoring strategy with S. Yonekura and K. Racine	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/10/2023	Stephanie Yonekura	0.10	75.00	Review Police Accountability Team City Council meeting notes	11	6
11/10/2023	Abby Jae Wilhelm	1.00	750.00	Review Monitoring Team time entries in response to City of Cleveland requests	13	6
11/10/2023	Abby Jae Wilhelm	0.50	375.00	Discussion regarding City of Cleveland billing issues	13	6
11/12/2023	Stephanie Yonekura	0.40	300.00	Analyze redlines, comments and responses to City's Force Report	4	2
11/13/2023	Karl Racine	0.30	225.00	Confer with K. O'Brien regarding Consent Decree progress and implementation	13	6
11/13/2023	Karl Racine	0.60	450.00	Confer regarding upcoming meetings priorities	12	6
11/13/2023	Stephanie Yonekura	0.10	75.00	Emails regarding training observations	10	2
11/13/2023	Stephanie Yonekura	2.50	1,875.00	Analyze and assess status and strategy regarding Accountability monitoring	7	2
11/13/2023	Abby Jae Wilhelm	0.60	450.00	Confer regarding upcoming meetings priorities	13	6
11/13/2023	Abby Jae Wilhelm	0.30	225.00	Confer with K. O'Brien regarding Consent Decree progress and implementation	13	6
11/13/2023	Abby Jae Wilhelm	1.00	750.00	Confer with K. O'Brien regarding project management strategy	13	6
11/13/2023	Abby Jae Wilhelm	0.30	225.00	Attention to correspondence related to 2024 assessment strategy	13	6
11/13/2023	Abby Jae Wilhelm	0.60	450.00	Attention to correspondence related Force Review Board	13	6
11/14/2023	Stephanie Yonekura	0.70	525.00	Analyze and assess use of force issues	4	2
11/14/2023	Karl Racine	0.20	150.00	Attention to correspondence regarding billing with the Monitoring Team	13	6
11/14/2023	Karl Racine	0.40	300.00	Attention to and discussion regarding email correspondence regarding Cleveland Policing Commission review of polices	12	6
11/14/2023	Stephanie Yonekura	0.20	150.00	Project management regarding December Cleveland meetings	12	2
11/14/2023	Stephanie Yonekura	0.30	225.00	Participate in Monitoring Team biweekly meeting with DOJ	11	2
11/14/2023	Karl Racine	0.50	375.00	Confer with DOJ regarding multiple Consent Decree areas during weekly call	11	1
11/14/2023	Stephanie Yonekura	0.60	450.00	Analyze and assess accountability issues, including Civilian Police Review Board hearing	7	2
11/14/2023	Abby Jae Wilhelm	0.50	375.00	Attention to correspondence regarding billing with the Monitoring Team	13	6
11/14/2023	Abby Jae Wilhelm	0.40	300.00	Attention to and discussion regarding email correspondence regarding	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
				Cleveland Policing Commission review of policies		
11/14/2023	Abby Jae Wilhelm	1.00	750.00	Confer with K. O'Brien regarding project management strategy	13	6
11/14/2023	Abby Jae Wilhelm	0.50	375.00	Confer with L. Fink regarding multiple issue areas, including: Animal Incidents Revisions, Bolawrap, etc.	13	6
11/14/2023	Abby Jae Wilhelm	1.00	750.00	Confer with K. O'Brien regarding case management	13	6
11/14/2023	Abby Jae Wilhelm	4.00	3,000.00	Work on developing Monitoring Plan	13	6
11/14/2023	Abby Jae Wilhelm	0.50	375.00	Confer with DOJ regarding multiple Consent Decree areas during weekly call	13	6
11/15/2023	Stephanie Yonekura	0.20	150.00	Monitoring Team planning regarding Use of Force assessments	4	2
11/15/2023	Stephanie Yonekura	0.40	300.00	Participate in Monitoring Team/City of Cleveland biweekly meeting	11	6
11/15/2023	Stephanie Yonekura	0.20	150.00	Emails regarding policy process and submission of materials	11	2
11/15/2023	Karl Racine	0.50	375.00	Confer with City regarding multiple Consent Decree areas during weekly call	11	1
11/16/2023	Courtney Caruso	1.10	825.00	Prepare for and attend Crisis Intervention Team working group meeting	5	5
11/16/2023	Courtney Caruso	1.00	750.00	Meet with Drs. Dupont and McDonough to finalize assessment plan and protocols	5	2
11/16/2023	Courtney Caruso	0.70	525.00	Attend meeting to revise and finalize search and seizure assessment tool	6	2
11/16/2023	Stephanie Yonekura	1.40	1,050.00	Analyze and assess Use of Force tasks and assessment	4	2
11/16/2023	Stephanie Yonekura	0.50	375.00	Analyze and assess accountability issues and monitoring	7	2
11/17/2023	Courtney Caruso	0.50	375.00	Draft and transmit proposed resource needs for 2024 Crisis Intervention Team assessment	5	2
11/17/2023	Stephanie Yonekura	0.10	75.00	Analyze and assess use of force issues and assessment tools	4	2
11/17/2023	Stephanie Yonekura	0.60	450.00	Call with K. Racine and C. Cole regarding assessments, monitoring plan and staffing	12	2
11/17/2023	Karl Racine	0.50	375.00	Confer with C. Cole and S. Yonekura regarding workstreams	12	1
11/17/2023	Stephanie Yonekura	0.20	150.00	Analyze and review communications with City	11	6
11/19/2023	Abby Jae Wilhelm	7.00	5,250.00	Continue work on Monitoring Plan development	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/19/2023	Abby Jae Wilhelm	0.60	450.00	Confer with S. Yonekura and K. Racine regarding staffing structure and Monitoring Team strategy	13	6
11/20/2023	Stephanie Yonekura	0.20	150.00	Analyze and assess status and strategy for use of force oversight	4	2
11/20/2023	Courtney Caruso	0.90	675.00	Attend Monitoring Team internal meeting	12	1
11/20/2023	Karl Racine	0.80	600.00	Confer with Monitoring Team regarding multiple Consent Decree issue areas	12	1
11/20/2023	Stephanie Yonekura	0.10	75.00	Emails regarding process for review of policies	11	2
11/20/2023	Karl Racine	0.60	450.00	Confer with S. Yonekura and A. Wilhelm regarding staffing structure and Monitoring Team strategy	11	1
11/20/2023	Stephanie Yonekura	0.20	150.00	Analyze and assess status and strategy for accountability oversight	7	2
11/20/2023	Abby Jae Wilhelm	0.50	375.00	Work on Monitoring Plan functionality with Hogan Lovells Legal Project Management team	13	6
11/20/2023	Abby Jae Wilhelm	0.80	600.00	Confer with Monitoring Team regarding multiple consent decree issue areas	13	6
11/21/2023	Stephanie Yonekura	0.40	300.00	Analyze and assess status and strategy for December meeting and party communications	11	6
11/21/2023	Stephanie Yonekura	0.60	450.00	Participate in Monitoring Team/DOJ/City biweekly call	11	6
11/21/2023	Karl Racine	0.80	600.00	Confer with DOJ and City regarding multiple issue areas	11	1
11/21/2023	Abby Jae Wilhelm	1.00	750.00	Work on Monitoring Plan functionality with Hogan Lovells Legal Project Management team	13	6
11/21/2023	Abby Jae Wilhelm	0.80	600.00	Confer with DOJ and City regarding multiple issue areas	13	6
11/21/2023	Abby Jae Wilhelm	0.50	375.00	Work on Monitoring Plan functionality with Hogan Lovells Legal Project Management team	13	6
11/22/2023	Stephanie Yonekura	0.10	75.00	Planning emails regarding December Cleveland meeting	12	6
11/22/2023	Abby Jae Wilhelm	5.00	3,750.00	Continue work on Monitoring Plan development	13	6
11/22/2023	Abby Jae Wilhelm	5.00	3,750.00	Continue work on Monitoring Plan development	13	6
11/27/2023	Stephanie Yonekura	0.90	675.00	Analyze and assess use of force issues	4	2
11/27/2023	Stephanie Yonekura	0.50	375.00	Analyze Subject Matter Expert candidate qualifications review and calls regarding same	12	1

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Date	Name	Hours	Amount	Description	Task	Activity
11/27/2023	Stephanie Yonekura	0.50	375.00	Call with A. Wilhelm regarding monitoring plan, meetings in Cleveland, and interviews of Subject Matter Experts	12	1
11/27/2023	Stephanie Yonekura	0.80	600.00	Monitoring Team monitoring plan walkthrough	12	1
11/27/2023	Courtney Caruso	0.90	675.00	Participate in team meeting regarding finalization of monitoring plan	12	1
11/27/2023	Karl Racine	0.70	525.00	Confer with internal Monitoring Team regarding monitoring plan	12	1
11/27/2023	Stephanie Yonekura	0.10	75.00	Email communications with the City regarding Monitoring Team	11	6
11/27/2023	Stephanie Yonekura	0.20	150.00	Analyze and assess accountability issues	7	2
11/27/2023	Stephanie Yonekura	0.30	225.00	Call with City regarding Office of Professional Standards issue	7	2
11/27/2023	Abby Jae Wilhelm	3.00	2,250.00	Continue working on Monitoring Plan	13	6
11/27/2023	Abby Jae Wilhelm	0.70	525.00	Confer with internal Monitoring Team regarding Monitoring Plan	13	6
11/28/2023	Stephanie Yonekura	1.30	975.00	Analyze and assess Use of Force issues	4	2
11/28/2023	Courtney Caruso	0.60	450.00	Meet with A. Wilhelm regarding Monitoring Team planning and strategy	12	6
11/28/2023	Karl Racine	0.50	375.00	Confer with DOJ regarding multiple issue areas of the Consent Decree	11	1
11/28/2023	Abby Jae Wilhelm	0.50	375.00	Confer with DOJ regarding multiple issue areas of the Consent Decree	13	6
11/28/2023	Abby Jae Wilhelm	0.50	375.00	Confer with C. Cole regarding Monitoring Plan	13	6
11/28/2023	Abby Jae Wilhelm	0.50	375.00	Confer with C. Caruso regarding upcoming site visit	13	6
11/28/2023	Abby Jae Wilhelm	0.20	150.00	Confer with R. Dunn regarding upcoming site visit	13	6
11/29/2023	Stephanie Yonekura	0.20	150.00	Analyze and assess Use of Force issues	4	2
11/29/2023	Stephanie Yonekura	0.50	375.00	Analyze and assess status and strategy regarding monitoring plan and staffing	12	2
11/29/2023	Stephanie Yonekura	0.60	450.00	Participate in biweekly City Law/Monitoring Team call	11	6
11/29/2023	Karl Racine	0.60	450.00	Confer with S. Yonekura and A. Wilhelm regarding staffing structure and Monitoring Team strategy	11	1
11/29/2023	Abby Jae Wilhelm	0.60	450.00	Confer with S. Yonekura and K. Racine regarding staffing structure and Monitoring Team strategy	13	6
11/29/2023	Abby Jae Wilhelm	0.50	375.00	Confer with K. O'Brien regarding case management	13	6
11/29/2023	Abby Jae Wilhelm	0.60	450.00	Participate in City call covering multiple issues areas of the Consent Decree	13	6
11/30/2023	Stephanie Yonekura	0.40	300.00	Analyze and assess Use of Force assessment issues	4	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/30/2023	Stephanie Yonekura	0.30	225.00	Analyze items for December Cleveland visit	13	6
11/30/2023	Abby Jae Wilhelm	0.50	375.00	Confer with M. Olsen regarding billing, project management	13	6
11/30/2023	Abby Jae Wilhelm	0.60	450.00	Confer with L. Fink regarding case management	13	6
11/01/23	Christine Cole	0.50	115.00	Conversation with S. Boston on Internal Affairs, Stop and Search Assessment, Accountability	12	2
11/01/23	Christine Cole	0.50	115.00	Conversations with A. Wilhelm on planning for Force Review Board, Training Observation, and other site visits, follow up emails to team members	13	2
11/01/23	Christine Cole	0.40	92.00	Receive debrief of and then prepare and send email follow up on the upcoming meeting on Stop and Search Assessment	6	2
11/01/23	Lisa Fink	0.80	184.00	Plan for 14th semiannual report drafting	13	2
11/01/23	Lisa Fink	0.50	115.00	Participate in City/Monitoring Team biweekly call	11	1
11/01/23	Lisa Fink	0.10	23.00	Read email inquiry from CDP about active Monitoring Team members	13	1
11/01/23	Lisa Fink	0.20	46.00	Attention to notes and action items from biweekly meeting with City	13	6
11/01/23	Lisa Fink	0.20	46.00	Attention to correspondence about meeting scheduling (Officer Intervention and Search & Seizure assessment)	13	6
11/01/23	Lisa Fink	0.30	69.00	Attention to collaboration on accountability manuals	7	4
11/01/23	Lisa Fink	0.30	69.00	Attention to Bolawrap policy and assessment comments	4	4
11/01/23	Meg Olsen	0.50	37.50	Review and respond emails with various team members regarding October billing	13	6
11/01/23	Megan McDonough	0.50	115.00	Make revisions to methodology	5	2
11/01/23	Megan McDonough	1.90	437.00	Participate in call with Dr. Dupont to work through methodology feedback	5	2
11/01/23	Randy Dupont	1.50	345.00	Discussion of Monitoring Team Methodology Plan with Parties	5	2
11/01/23	Randy Dupont	1.00	230.00	Review of the City and DOJ response to Monitoring Team Methodology Plan for Compliance Assessment with M. McDonough	5	2
11/01/23	Randy Dupont	1.00	230.00	Development of a Revised Monitoring Team Methodology Plan for Compliance Assessment with M. McDonough	5	2
11/01/23	Randy Dupont	0.30	69.00	Communication with Monitoring Team members (A. Wilhelm, C. Caruso) and	5	2

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Date	Name	Hours	Amount	Description	Task	Activity
				Monitor K. Racine) estimating Monitoring Methodology Compliance Assessment Plan resources needed for completion		
11/01/23	Shunta Boston	2.00	460.00	Review the Case Preparation Manual - notes taken for discussion	7	6
11/01/23	Shunta Boston	0.80	184.00	Input information from 10/28 review of disposition notes	7	6
11/01/23	Shunta Boston	0.50	115.00	Participate in meeting with C. Cole covering various topics including Internal Affairs, Use of Force, Search and Seizure, Training and on-site monitoring	12	6
11/01/23	Shunta Boston	1.00	230.00	Participate in Internal Affairs Manual review with City, DOJ and others	11	4
11/02/23	Christine Cole	0.20	46.00	Distribute background and supporting material to assist with FRB observations	4	2
11/02/23	Christine Cole	0.50	115.00	Review of Division Notices 23-324, 23-325, 23-326, prepare and send comments to Monitoring Team members focused on accountability-related review	7	6
11/02/23	Christine Cole	1.10	253.00	Review exit survey results, compile, and comment	13	6
11/02/23	Lisa Fink	0.70	161.00	Participate in weekly project management meeting with A. Wilhelm	12	6
11/02/23	Lisa Fink	0.10	23.00	Correspondence regarding Monitoring Team training observations	13	3
11/02/23	Meg Olsen	0.20	15.00	Review and respond to emails with R. Dunn and V. Ruiz regarding outstanding invoices	13	6
11/02/23	Randy Dupont	1.00	230.00	Mental Health Response Advisory Committee b-monthly Meeting	5	5
11/02/23	Rick Myers	0.90	207.00	Participate Zoom with City, DOJ, and Monitoring Team over Collective Bargaining Agreement changes relative to discipline	11	6
11/02/23	Ronnie Dunn	1.50	345.00	Review redacted test Stop cases	6	2
11/03/23	Christine Cole	0.20	46.00	Meeting preparation for Officer Intervention Program call with call with DOJ, J. Geissler	9	7
11/03/23	Meg Olsen	0.10	7.50	Follow up with A. Wilhelm regarding June invoice	13	6
11/03/23	Ronnie Dunn	1.50	345.00	Review Wearable Camera System of redacted test Stop cases	6	2
11/03/23	Ronnie Dunn	1.40	322.00	Review Wearable Camera System of redacted test Stop cases	6	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/04/23	Ronnie Dunn	3.80	874.00	Write summary of redacted test cases	6	2
11/05/23	Ronnie Dunn	1.20	276.00	Write summary of redacted test cases	6	2
11/06/23	Christine Cole	0.60	138.00	Review and comment on R. Dunn draft summary or case review pilot	6	2
11/06/23	Christine Cole	1.00	230.00	Participate in the Monitoring Team logistics call	12	1
11/06/23	Christine Cole	0.40	92.00	Conversation with S. Boston on consent decree and assessment topics	13	6
11/06/23	Christine Cole	0.30	69.00	Read and respond to emails regarding the Officer Intervention Program meeting	9	7
11/06/23	Lisa Fink	0.40	92.00	Review Internal Affairs monthly update	7	1
11/06/23	Lisa Fink	1.00	230.00	Participate in Monitoring Team biweekly logistics call	12	1
11/06/23	Lisa Fink	0.20	46.00	Attention to CDP exit survey results	9	1
11/06/23	Lisa Fink	0.30	69.00	Attention to divisional notices and correspondence regarding same	13	6
11/06/23	Lisa Fink	0.20	46.00	Conduct follow-ups from logistics call	13	6
11/06/23	Lisa Fink	0.30	69.00	Review Animal Incident policy	4	4
11/06/23	Meg Olsen	1.00	75.00	Revise July invoice; invoice resubmitted to City	13	6
11/06/23	Meg Olsen	1.10	82.50	Work on the October bill and related email correspondence with team members	13	6
11/06/23	Randy Dupont	0.50	115.00	Review of the City and DOJ response to Monitoring Team Methodology Plan for Compliance Assessment with M. McDonough and C.Caruso	5	2
11/06/23	Randy Dupont	0.50	115.00	Development of a Revised Monitoring Team Methodology Plan for Compliance Assessment with M. McDonough and C. Caruso	5	2
11/06/23	Randy Dupont	0.50	115.00	Review of updated CDP Crisis Intervention Team Implementation Plan	5	1
11/06/23	Ronnie Dunn	0.70	161.00	Final summary memo of redacted test Stop cases	6	2
11/06/23	Ronnie Dunn	1.00	230.00	Biweekly Monitor Team Logistics Meeting	12	1
11/06/23	Shunta Boston	1.00	230.00	Participate in biweekly Monitoring Team Logistics call	12	1
11/06/23	Shunta Boston	0.40	92.00	Input information from 10/28 review of disposition notes	7	6
11/06/23	Shunta Boston	0.50	115.00	Preparation and document review ahead of Internal Affairs Meeting 11/7	12	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/06/23	Shunta Boston	0.40	92.00	Participate in meeting with C. Cole on various Consent Decree and assessment topics	12	6
11/07/23	Christine Cole	0.30	69.00	Review Consent Decree paragraphs related to data and transparency. Prepare and send email to K. Racine, L. Fink, A. Wilhelm on same	8	2
11/07/23	Christine Cole	0.80	184.00	Review and comment on most recent submission regarding the Consent Decree Use of Force Report	4	2
11/07/23	Christine Cole	0.60	138.00	Participate in meeting with DOJ, City, and Monitoring Team	11	1
11/07/23	Christine Cole	0.60	138.00	Participate in a call with City, DOJ, and Monitoring Team on the Officer Intervention Program	9	1
11/07/23	Christine Cole	0.50	115.00	Conversation with L. Fink on project management and follow up on the all parties call	13	6
11/07/23	Christine Cole	0.20	46.00	Call with J. Geissler on outcome measures	8	6
11/07/23	Christine Cole	0.30	69.00	Review of emails on Use of Force report, review letter from DOJ	4	6
11/07/23	Lisa Fink	0.20	46.00	Review search and seizure test case summary	6	2
11/07/23	Lisa Fink	0.20	46.00	Attention to CDP's 2022 Use of Force Report collaboration	4	2
11/07/23	Lisa Fink	0.20	46.00	Attention to Community and Problem-Oriented Policing summary review by Monitoring Team members	2	1
11/07/23	Lisa Fink	0.70	161.00	Participate in Officer Intervention Program update call with parties	10	1
11/07/23	Lisa Fink	0.30	69.00	Attention to notes and follow-ups from Officer Intervention Program call	10	1
11/07/23	Lisa Fink	0.60	138.00	Attention to sampling and sending disposition letters for Monitoring Team review	7	6
11/07/23	Lisa Fink	0.60	138.00	Participate in biweekly call with Parties	11	6
11/07/23	Lisa Fink	0.50	115.00	Call with C. Cole as follow-up to call with parties to discuss various topics, including use of force, search & seizure, and assessments	12	6
11/07/23	Lisa Fink	0.10	23.00	Attention to correspondence regarding Monitoring Team IAPro access	13	6
11/07/23	Lisa Fink	0.30	69.00	Attention to action items and notes from 11/6 logistics call	13	6
11/07/23	Lisa Fink	0.60	138.00	Conduct additional work on timeline for 14th semiannual report	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/07/23	Lisa Fink	0.30	69.00	Attention to notes and action items from biweekly call with parties	13	6
11/07/23	Meg Olsen	0.10	7.50	Respond to email from C. See about blank invoice template	13	6
11/07/23	Ronnie Dunn	0.60	138.00	Prep review for Assessment Instrument Walkthrough with CDP	6	2
11/07/23	Shunta Boston	0.90	207.00	Participate in meeting regarding Internal Affairs Manual updates and changes	11	4
11/07/23	Tammy Hooper	0.70	161.00	Participated in meeting regarding Officer Intervention Program policy	11	4
11/08/23	Charles See	5.50	1265.00	Attend City Council Safety Committee Meeting	1	5
11/08/23	Christine Cole	0.60	138.00	Conversation, and email follow up, with A. Wilhelm on budget, schedules, assessments	13	6
11/08/23	Lisa Fink	0.10	23.00	Correspondence regarding City's Community and Problem-Oriented Policing summary from quarter 3	2	1
11/08/23	Lisa Fink	0.70	161.00	Participate in internal meeting on accountability section of Decree	7	6
11/08/23	Lisa Fink	0.40	92.00	Attention to notes and follow-ups from accountability meeting	7	6
11/08/23	Megan McDonough	1.30	299.00	Participate in call with Dr. Dupont and C. Caruso to work through methodology feedback	5	2
11/08/23	Megan McDonough	0.80	184.00	Finalize methodology revisions and submit for internal review	5	2
11/08/23	Shunta Boston	0.50	115.00	Participate in biweekly Monitoring Team Accountability call	12	1
11/08/23	Shunta Boston	1.50	345.00	Complete summary notes for accountability related issues including: Office of Professional Standards Meeting, Internal Affairs meetings, complete a summary of the disposition letters standouts	7	6
11/08/23	Shunta Boston	0.20	46.00	Complete summary notes for accountability related issues including: Office of Pro for training observations	12	6
11/09/23	Christine Cole	1.60	368.00	Prepare for and participate in Teams meeting to walk through assessment tool and process with Consent Decree personnel to assist in completion of Stop and Seizure Assessment	6	2
11/09/23	Christine Cole	0.50	115.00	Prepare email and notes as follow up from the walk-through and share with Monitoring Team	6	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/09/23	Christine Cole	0.30	69.00	Read and send emails with details on scheduling, reading other Consent Decree related emails from the Division on various topics	13	6
11/09/23	Shunta Boston	1.50	345.00	Participate in meeting regarding Search and Seizure assessment with members from the City's Police Accountability Team and Monitoring Team	11	2
11/09/23	Shunta Boston	0.70	161.00	Participate in biweekly Office of Professional Standards Workgroup meeting	11	6
11/09/23	Ronnie Dunn	1.5	345.00	Search & Seizure Assessment Instrument Walkthrough with CDP	6	2
11/10/23	Charles See	2.00	460.00	Participate in meeting regarding Community Commission's work groups and progress	1	5
11/10/23	Charles See	0.50	115.00	Conversation regarding upcoming Force Review Board meeting	12	6
11/10/23	Christine Cole	0.80	184.00	Work with C. See on Force Review Board assessment form, set up and prepare and follow up	4	2
11/10/23	Lisa Fink	0.40	92.00	Attention to correspondence on project management items	13	6
11/11/23	Meg Olsen	0.80	60.00	Work on October invoice and emails to team members with missing information	13	6
11/12/23	Charles See	0.50	115.00	Conversation regarding upcoming Force Review Board meeting	1	6
11/12/23	Meg Olsen	0.20	15.00	Created and sent reformatted invoice templates to C. See	13	6
11/12/23	Meg Olsen	0.10	7.50	Review and respond to emails from R. Perez-Howard, send August invoice	13	6
11/12/23	Meg Olsen	2.00	150.00	Work on October invoice	13	6
11/13/23	Lisa Fink	0.30	69.00	Prepare for accountability meeting with Police Accountability Team	7	1
11/13/23	Lisa Fink	1.20	276.00	Participate in accountability meeting with Police Accountability Team and follow-up discussion with Monitoring Team members about next steps	7	1
11/13/23	Lisa Fink	0.20	46.00	Attention to emails and invitations about document reviews and meetings	13	6
11/13/23	Lisa Fink	0.20	46.00	Conduct follow-ups about Monitoring Team training and policy reviews	13	6
11/13/23	Lisa Fink	0.10	23.00	Review post-traumatic incident policy updates	13	4
11/13/23	Lisa Fink	0.20	46.00	Review training meeting agenda and raised questions internally	13	3

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Date	Name	Hours	Amount	Description	Task	Activity
11/13/23	Meg Olsen	0.20	15.00	Emails to two team members with block billing issues	13	6
11/13/23	Randy Dupont	0.10	23.00	Discussion of Crisis Intervention Team 40 hour training schedule with Parties	5	3
11/13/23	Randy Dupont	0.30	69.00	Communication with Monitoring Team members (A. Wilhelm, C Cole) regarding Crisis Intervention Team 40 hour training schedule and Monitoring Plan for assessing the training	5	3
11/13/23	Rick Myers	1.20	276.00	Participate in meeting between the Monitoring team and the City regarding accountability related issues	7	1
11/13/23	Rick Myers	0.30	69.00	Reviewed, commented on GPO 2.01.09 animal incidents and Case Prep Unit Manual	9	6
11/13/23	Rick Myers	0.60	138.00	Attend Bi weekly Training meeting w/ DOJ, Monitoring Team, CD	9	3
11/13/23	Shunta Boston	1.50	345.00	Participate in meeting between Monitoring Team and the City regarding accountability related issues	11	6
11/13/23	Shunta Boston	1.00	230.00	Compile Force Review Board cases and share with C. See	8	6
11/14/23	Charles See	2.00	460.00	Monitor First District Police Award ceremony	1	5
11/14/23	Charles See	3.80	874.00	Discuss and create plan regarding Consent Decree objectives, problems encountered and proposed solutions	11	1
11/14/23	Christine Cole	0.30	69.00	Organize Monitoring Team meetings to follow up from the Walkthrough, communicating via email next steps to Monitoring Team members and send brief email update on status to DOJ	6	2
11/14/23	Christine Cole	0.20	46.00	Schedule meetings, read related internal emails on search and seizure related issues	6	2
11/14/23	Christine Cole	0.20	46.00	Align schedules via email for several meetings relative to Use of Force meetings	4	2
11/14/23	Christine Cole	0.20	46.00	Read and reply to Consent Decree related emails on training and Crisis Intervention Team and Training Division Notices	13	6
11/14/23	Christine Cole	0.20	46.00	Read emails on Consent Decree related issues including notes from missed meetings, Division Notices related to transfers and opportunities, and emails	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
				from Police Accountability Team on several pending issues		
11/14/23	Lisa Fink	2.20	506.00	Attention to disposition letter tracking and distribution for Monitoring Team review	7	1
11/14/23	Lisa Fink	0.40	92.00	Attention to review of use of force report and next steps	4	1
11/14/23	Lisa Fink	0.30	69.00	Participate in biweekly call with DOJ	11	6
11/14/23	Lisa Fink	0.20	46.00	Attention to emails regarding training and meeting scheduling	13	6
11/14/23	Lisa Fink	0.20	46.00	Attention to notes and action items from DOJ meeting	13	6
11/14/23	Lisa Fink	0.80	184.00	Participate in call with A. Wilhelm regarding project management	13	6
11/14/23	Lisa Fink	0.20	46.00	Update internal document tracker	13	6
11/14/23	Lisa Fink	0.20	46.00	Finalize comments on Animal Incident policy	4	6
11/14/23	Lisa Fink	0.60	138.00	Attention to Monitoring Team's comments on Case Prep Manual	7	4
11/14/23	Lisa Fink	0.20	46.00	Review updated District Awareness Training Refresher	3	3
11/14/23	Meg Olsen	0.10	7.50	Review and respond to emails from Court and Monitor	13	6
11/14/23	Meg Olsen	0.90	67.50	Finalize and submit October invoice to A. Wilhelm for review and related emails	13	6
11/14/23	Meg Olsen	0.10	7.50	Email to A. Wilhelm and the Court finance department regarding EFT for future payments	13	6
11/14/23	Rick Myers	4.70	1081.00	Virtually attended Civilian Police Review Board to assess their deliberations on complaints against officers	7	2
11/14/23	Shunta Boston	0.50	115.00	Participate in part of the CompStat meeting	7	6
11/15/23	Lisa Fink	0.20	46.00	Attention to correspondence regarding assessments	13	2
11/15/23	Lisa Fink	0.20	46.00	Review pre-disciplinary hearing divisional notice	7	1
11/15/23	Lisa Fink	0.50	115.00	Participate in biweekly meeting with the City	11	6
11/15/23	Lisa Fink	0.30	69.00	Participate in follow-up call with C. Cole about biweekly City meeting	13	6
11/15/23	Lisa Fink	0.20	46.00	Attention to notes and action items from biweekly City meeting	13	6
11/15/23	Meg Olsen	0.30	22.50	Review outstanding invoices and update status log	13	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/15/23	Meg Olsen	0.20	15.00	Follow up with The City regarding July approval, emails with R. Perez Howard and R. Dunn regarding Oct invoices	13	6
11/15/23	Randy Dupont	1.30	299.00	Compliance Assessment monthly workgroup meeting	5	2
11/15/23	Rick Myers	1.00	230.00	Participate Monthly CompStat meeting with focus on Community & Problem-Oriented Policing, last 10 minutes was synthesizing minutes and update key Monitoring Team members via email	2	2
11/15/23	Tammy Hooper	1.50	345.00	Reviewed documents for and participated in CompStat Meeting	11	6
11/16/23	Christine Cole	1.60	368.00	Participate in Monitoring Team call on review of assessment tool post walk through (R. Dunn, T. Hooper, S. Boston, C. Caruso) and follow up to team with detailed email	6	2
11/16/23	Christine Cole	0.90	207.00	Participate in internal Monitoring Team call for discussion and planning Use of Force Assessments and Use of Force related strategies for 2024	4	2
11/16/23	Christine Cole	0.70	161.00	Prepare draft budget for Use of Force Assessments in 2024	4	2
11/16/23	Lisa Fink	0.60	138.00	Participate in accountability meeting with DOJ	7	1
11/16/23	Lisa Fink	0.30	69.00	Attention to response regarding Animal Incidents policy	13	4
11/16/23	Megan McDonough	0.20	46.00	Participate in call with C. Caruso regarding assessment budget	5	2
11/16/23	Megan McDonough	1.30	299.00	Participate in call with C. Cole, S. Yonekura, R. Myers, S. Boston regarding assessment strategy	4	2
11/16/23	Randy Dupont	0.50	115.00	Meeting to discuss Parties response to Monitoring Team Methodology Compliance Assessment Plan with C. Caruso	5	2
11/16/23	Rick Myers	1.30	299.00	Participate in monitoring team meeting regarding Use of Force issues, including Force Investigation Team	4	2
11/16/23	Shunta Boston	0.20	46.00	Participate in Monitoring Team / DOJ meeting regarding moving forward for the Accountability paragraphs	7	6
11/16/23	Shunta Boston	1.30	299.00	Participate in Search and Seizure meeting to go over Assessment Tool	6	6
11/16/23	Shunta Boston	1.00	230.00	Participate in Use of Force meeting with Monitoring Team Members to plan for 2024	4	6

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Date	Name	Hours	Amount	Description	Task	Activity
11/16/23	Tammy Hooper	1.50	345.00	Participated in meeting regarding Stop and Search Assessment	12	2
11/16/23	Ronnie Dunn	1.5	345.00	Monitor Assessment Team Review & Revision of Search and Seizure Instrument	6	2
11/17/23	Christine Cole	0.80	184.00	Modify the Alchemer tool based on walk through and conversation with Monitoring Team members who will be reviewing, and prepare and send email with follow up questions on Consent Decree	6	2
11/17/23	Christine Cole	0.40	92.00	Assemble materials for Force Review Board meeting in December for S. Boston and R. Myers	4	2
11/17/23	Christine Cole	0.50	115.00	Call with K. Racine and S. Yonekura to check in on Consent Decree matters, including workflow	12	6
11/17/23	Ronnie Dunn	0.1	23.00	Internal Monitor Assessment Team email correspondence	6	2
11/18/23	Lisa Fink	0.10	23.00	Review edited Inspector General filing	8	1
11/18/23	Lisa Fink	0.10	23.00	Upload charge letters and divisional notices to Teams	13	6
11/19/23	Ronnie Dunn	2	460.00	Review and revisions of Stop, Search, and Seizure Assessment Instrument	6	2
11/20/23	Christine Cole	1.20	276.00	Prepare comments for S. Yonekura and K. Racine on the Use of Force report	4	2
11/20/23	Christine Cole	1.10	253.00	Participate in Monitoring Team biweekly logistics call, follow on with details generally with A. Wilhelm and K. Racine	12	1
11/20/23	Lisa Fink	0.80	184.00	Create internal tracking documents for the accountability section	7	1
11/20/23	Lisa Fink	0.50	115.00	Begin review of September and October assigned discipline letters	7	1
11/20/23	Lisa Fink	1.10	253.00	Participate in Monitoring Team Logistics call and follow-up call with certain members about outcome measures data	12	1
11/20/23	Lisa Fink	0.40	92.00	Attention to notes and action items from Monitoring Team logistics call	13	6
11/20/23	Lisa Fink	0.30	69.00	Attention to District Awareness Training final version	3	3
11/20/23	Rick Myers	0.50	115.00	Participate in biweekly logistics meeting	12	6
11/20/23	Ronnie Dunn	0.8	184.00	Bi-weekly Monitor Team Logistics Meeting	12	1
11/20/23	Ronnie Dunn	0.3	69.00	Revisions of Stop. Search, and Seizure Assessment Instrument	6	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/21/23	Christine Cole	1.00	230.00	Update the Alchemer tool for the Assessment, confirm questions with policy, share email with R. Dunn	6	2
11/21/23	Christine Cole	0.10	23.00	Set up meeting with T. Hooper and R. Myers to refine the assessment tool	4	2
11/21/23	Christine Cole	0.60	138.00	Participate in DOJ/Monitoring Team/City Biweekly call	11	6
11/21/23	Lisa Fink	0.50	115.00	Participate in Parties' biweekly Call	11	6
11/21/23	Lisa Fink	0.40	92.00	Update documents in Teams and tracking website postings	13	6
11/21/23	Lisa Fink	0.40	92.00	Attention to corrective action policy receipt and review	7	4
11/21/23	Lisa Fink	0.40	92.00	Call with K. Racine and A. Wilhelm regarding Bolawrap	4	4
11/21/23	Meg Olsen	0.20	15.00	Read and respond various team emails, send finalized February thought May invoices to L. Fink for monitoring team website	13	6
11/21/23	Scott Sargent	1	230.00	Meeting with CPD/parties regarding BOLA Wrap	11	4
11/21/23	Scott Sargent	1	230.00	Review training materials re: BOLA for meeting	4	3
11/21/23	Shunta Boston	0.9	207.00	Participate in City/DOJ/Monitoring Team biweekly call to participate in conversation related to Bolawrap	11	6
11/22/23	Christine Cole	0.20	46.00	Conversation with M. McDonough on Assessments and Strategies	12	2
11/22/23	Lisa Fink	0.10	23.00	Attention to notes from parties' biweekly call	13	6
11/22/23	Meg Olsen	0.50	37.50	Emails to City, A. Wilhelm and R. Perez-Howard regarding outstanding invoices	13	6
11/22/23	Megan McDonough	0.20	46.00	Participate in call with C. Cole to discuss upcoming assessments, budget	12	2
11/22/23	Randy Dupont	0.30	69.00	Discussion of impact of Crisis System changes on Consent Decree Compliance with Mental Health Response Advisory Committee Leadership	5	3
11/25/23	Charles See	0.50	115.00	Conversation regarding Mental Health Response Advisory Committee's work within the city	1	6
11/26/23	Ronnie Dunn	0.8	184.00	Revisions of Stop. Search, and Seizure Assessment Instrument	6	2
11/27/23	Christine Cole	0.20	46.00	Revise tool per discussions with R. Dunn	6	2
11/27/23	Christine Cole	0.10	23.00	Respond to emails on Force Review Board Assessment and provide direction to C. See on review	4	2

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Date	Name	Hours	Amount	Description	Task	Activity
11/27/23	Christine Cole	0.10	23.00	Review news and emails from Police Accountability Team on a number of issues	13	6
11/27/23	Christine Cole	0.70	161.00	Participate in meeting with representatives of City, Consent Decree, DOJ, and Monitoring Team to discuss Training plans, overview, and schedule, including follow up with notes polishing and sending	11	3
11/27/23	Lisa Fink	0.80	184.00	Internal meeting regarding updated Monitoring Plan format and content	12	1
11/27/23	Lisa Fink	0.20	46.00	Update Teams and document tracker	13	6
11/27/23	Lisa Fink	0.30	69.00	Attention to review of corrective action policy and related materials	7	4
11/27/23	Lisa Fink	0.50	115.00	Attention to comments on Bolawrap policy and assessment	4	4
11/27/23	Lisa Fink	0.20	46.00	Follow-up regarding training materials reviews	4	3
11/27/23	Rick Myers	0.80	184.00	Participate in meeting between City and Monitoring Team regarding Office of Professional Standards developments	11	6
11/27/23	Rick Myers	0.80	184.00	Attend presentation on new Monitoring Team plan task list, etc.	13	6
11/27/23	Rick Myers	0.30	69.00	Prepare and send S. Yonekura a list for potential new Subject Matter Experts	13	6
11/27/23	Rick Myers	1.20	276.00	Review disciplinary policy draft, disciplinary matrix draft, comment and return	7	4
11/27/23	Tammy Hooper	0.50	115.00	Prepped for Use of Force Tool Review meeting	4	2
11/27/23	Ronnie Dunn	0.7	161.00	Participate Monitoring Plan 2024 Walkthrough	13	1
11/28/23	Christine Cole	0.40	92.00	Prepare notes for S. Yonekura on the 11/16 meeting, emails on Use of Force planning	4	2
11/28/23	Christine Cole	0.80	184.00	Review of Monitoring Team with A. Wilhelm	13	6
11/28/23	Lisa Fink	0.40	92.00	Attention to accountability task tracking and planning	7	6
11/28/23	Lisa Fink	0.80	184.00	Attention to comments on corrective action policy and rules manual	7	4
11/28/23	Lisa Fink	0.10	23.00	Review notes from training meeting and sent follow-up questions	13	3
11/28/23	Randy Dupont	0.60	138.00	Discussion of Consent Decree Compliance Progress with Parties	5	2
11/29/23	Charles See	0.50	115.00	Conversation regarding Community Police Commission and Mental Health	1	6

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Date	Name	Hours	Amount	Description	Task	Activity
				Response Advisory Committee's role within Consent Decree		
11/29/23	Christine Cole	0.10	23.00	Conversation with A. Wilhelm on 12/12 meeting	6	2
11/29/23	Lisa Fink	0.70	161.00	Participate in biweekly meeting with the City	11	6
11/29/23	Lisa Fink	0.20	46.00	Review notes from DOJ biweekly meeting	13	6
11/29/23	Lisa Fink	0.30	69.00	Attention to notes and action items from City biweekly	13	6
11/29/23	Lisa Fink	0.40	92.00	Prepare and send training materials for monitoring team observations	13	3
11/29/23	Megan McDonough	1.00	230.00	Review draft Use of Force report and comments	4	6
11/29/23	Rick Myers	0.40	92.00	Review Corrective Guidance policy draft w comment and Manual of Rules 2024 draft, return to Lisa with comments	7	4
11/29/23	Ronnie Dunn	0.5	115.00	Review of Consent Decree Bias-Free Policing section relative to Monitoring Plan tasks	13	1
11/30/23	Charles See	1.50	345.00	Confer with officer regarding community engagement issues	1	5
11/30/23	Christine Cole	0.40	92.00	Prepare for the 12/12 meeting with the City and DOJ with S. Yonekura	4	2
11/30/23	Christine Cole	1.50	345.00	Review and update the assessment tool with S. Boston, T. Hooper, R. Myers	4	2
11/30/23	Christine Cole	1.50	345.00	Review and comment on Monitoring Plan Draft	13	6
11/30/23	Christine Cole	0.20	46.00	Prepare and send note with request and reminders from the 11/7 meeting with City and DOJ	9	7
11/30/23	Lisa Fink	0.20	46.00	Attention to communications regarding assessment pause request	6	2
11/30/23	Lisa Fink	0.70	161.00	Conduct review of assigned disposition letters for September and October	7	1
11/30/23	Lisa Fink	2.40	552.00	Begin in-depth review of draft 2024 Monitoring Plan	13	1
11/30/23	Lisa Fink	0.20	46.00	Attention to communications regarding 2022 Use of Force Report	4	1
11/30/23	Lisa Fink	0.20	46.00	Update Teams and document tracker	13	6
11/30/23	Lisa Fink	0.40	92.00	Begin work on project management transition	13	6
11/30/23	Lisa Fink	0.50	115.00	Participate in project management call with A. Wilhelm	13	6
11/30/23	Lisa Fink	0.60	138.00	Attention to updated comments on corrective action policy and rules manual	7	4

Date December 18, 2023
Invoice No 22200244443
Our Ref 782711.000002

Date	Name	Hours	Amount	Description	Task	Activity
11/30/23	Meg Olsen	0.80	60.00	Prepare for and join Zoom with A. Wilhelm to discuss billing process and future invoices. Follow up emails sent post Zoom	13	6
11/30/23	Meg Olsen	0.10	7.50	Email to the City regarding December billing cutoff	13	6
11/30/23	Rick Myers	1.50	345.00	Join meeting with C. Cole, S. Boston and T. Hooper to revise the online Use of Force assessment tool for next year's use	4	2
11/30/23	Shunta Boston	0.5	115.00	Complete summary notes for meetings attended and addressed various emails	7	6
11/30/23	Shunta Boston	0.5	115.00	Review discipline disposition letters from the month of October	7	6
11/30/23	Shunta Boston	1.5	345.00	Participate in Supervisor Leadership Train-the-trainer session with Cleveland and Polis (Creator of the training)	11	6
11/30/23	Tammy Hooper	1.50	345.00	Participated in Use of Force Tool Review Meeting	4	2