



# The Police Commission

## CITY AND COUNTY OF SAN FRANCISCO

February 16, 2023

Chief William Scott  
Chief of Police

Dear Chief Scott:

At the meeting of the Police Commission on Wednesday, February 15, 2023, the following resolution was adopted:

### **RESOLUTION 23-18**

**APPROVAL OF DEPARTMENT GENERAL ORDER 11.13, "DIRECTED AND RECOMMENDED REFERRALS TO THE SFPD BEHAVIORAL SCIENCE UNIT," FOR MEET-AND-CONFER WITH THE EFFECTED BARGAINING UNITS, AS REQUIRED BY LAW AND WITH DIRECTIONS SET FORTH BY THE COMMISSION;**

RESOLVED, that the Police Commission hereby approves Department General Order 11.13, "Directed and Recommended Referrals to the SFPD Behavioral Science Unit," For Meet-And-Confer with the effected bargaining units, as required by law;

FURTHER RESOLVED, that The Commission hereby directs that the San Francisco Police Department and urges that San Francisco Department of Human Resources:

- Set clear boundaries to the meet and confer process with the effected bargaining units to ensure that there are no unreasonable delays on any items within the scope of representation
- Meet and confer with the effected bargaining units only on matters related to working conditions subject to collective bargaining under California law, and not meet and confer with the effected bargaining units on any part of the general order that constitute management matters that are not subject to collective bargaining under California law

AYES: Commissioners Walker, Byrne, Yanez, Benedicto, Yee, Vice President Carter-Oberstone, President Elias

Very truly yours,

Sergeant Stacy Youngblood  
Secretary  
San Francisco Police Commission

1211/ks

cc: Deputy City Attorney Cabrera  
Director L. Preston/SFPD Labor Relations  
Captain D. Toomer/PSPP  
Lieutenant E. Altorfer/PSPP  
Isabelle Choy/SFPD Labor Relations  
Gloria Rosalejos/WDU

CINDY ELIAS  
President

MAX CARTER-OBERSTONE  
Vice President

LARRY YEE  
Commissioner

JAMES BYRNE  
Commissioner

JESUS YÁÑEZ  
Commissioner

KEVIN BENEDICTO  
Commissioner

DEBRA WALKER  
Commissioner

Sergeant Stacy Youngblood  
Secretary

**Directed and Recommended Referrals to the  
SFPD Behavioral Science Unit**

**11.13.01 PURPOSE**

The San Francisco Police Department (SFPD) stands for Safety with Respect for all. We will engage in just, transparent, unbiased, and responsive policing, as we commit to supporting the mental health and wellness of all employees and their families.

The duties and responsibilities of the law enforcement profession (sworn and professional staff) are often emotionally demanding and difficult, and employees are at risk of experiencing stress and related difficulties. Emotional challenges can have a negative impact on personnel performance and may endanger the welfare and safety of officers, their families, the public, and other members.

The purpose of this policy is to give guidance on when and how to make a referral to the Behavioral Science Unit (BSU), because Department employees may not always recognize their need for assistance. The Department supports and encourages employees in securing high quality, confidential assistance.

**11.13.02 DEFINITIONS**

- A. **Directed Referral** - A mandatory requirement to meet with the BSU, directed by an employee's Commanding Officer.
- B. **Recommended Referral** - A Commanding Officer recommends that employee meet with the BSU. Participation by the employee is voluntary and encouraged, but not required.

**11.13.03 POLICY**

A referral to the SFPD BSU is not punitive or disciplinary in nature, nor is it a fitness for duty evaluation. However, noncompliance with this order could lead to the Department taking punitive action. Nothing in this Order precludes an employee from reaching out to the BSU directly.

A Commanding Officer, when contacting the BSU about another employee, shall utilize the following guidelines:

- A. An employee's Commanding Officer may contact the Officer-In-Charge (OIC) of the BSU, or their designee, to seek advice regarding an employee's behavior that is affecting job performance or the safety of themselves or others.

modified duty, or an additional treatment recommendation such as residential treatment for substance abuse and/or trauma treatment, intensive outpatient, or any other recommendation that is appropriate. This is not a fitness for duty evaluation.

- G. Sworn officers involved in a shooting (OIS) or an In Custody Death shall attend three (3) mandatory, on-duty psychological counseling visits with a licensed mental health professional contracted with the BSU. The first session shall be scheduled within seventy-two (72) hours of the incident or as soon as practical, the second session four (4) to eight (8) weeks after the incident, and the third session within the first six (6) months after the incident. The officer must attend the first counseling session before returning to field duty.
- H. The BSU Directed Referral is confidential. But for subsection 11.13.04.E, BSU shall not provide information to a referring Commanding Officer unless the employee authorizes the BSU to do so, or when disclosure is specifically authorized or required by law.

### **11.13.05 Recommended Referral to the Behavioral Science Unit**

- A. When a Commanding Officer contacts the BSU for advice and a Recommended Referral is deemed to be appropriate, the Commanding Officer shall meet with the employee to discuss the rationale for the recommended referral.
- B. The Commanding Officer shall inform the employee that the Recommended Referral is not disciplinary or punitive in nature, that the employee's attendance is voluntary, and that the referral is completely confidential.
- C. At the employee's request, the Commanding Officer may assist the employee in scheduling the appointment with the BSU.
- D. The BSU Recommended Referral is confidential. The BSU shall not provide information to a referring Commanding Officer unless the employee authorizes the BSU to do so, or when disclosure is specifically authorized or required by law.

#### **References**

- DGO 2.01 General Rules of Conduct
- DGO 2.02 Alcohol Use by Members
- DGO 2.03 Drug Use by Members
- DGO 2.07 Discipline Process for Sworn Officers
- DGO 11.09 Employee Assistance Program / Stress Unit