

Seth A. Rosenthal

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January 28, 2020

Mayor and City Council of Baltimore  
Attn: Andre Davis, City Solicitor  
City Hall, Suite 101  
100 Holliday Street  
Baltimore, MD 21202

Police Department of Baltimore City  
Attn: Michael Harrison, Police Commissioner  
242 W 29<sup>th</sup> Street  
Baltimore, MD 21211-2908

Timothy Mygatt  
Stephen Ryals  
Maureen Johnston  
Juan Torres  
KateLyn Smith  
Simrandeep Chahal  
U.S. Department of Justice  
Civil Rights Division  
Special Litigation Section  
950 Pennsylvania Ave., NW  
Washington, DC 20530

RE: *Baltimore Police Monitoring Team – December 2019 Invoice*

This document, including attachments, is the invoice of the Baltimore Police Monitoring Team (“Team”) for services performed and expenses incurred in December 2019.

**Narrative Summary**

This invoice accounts for time worked from December 1 – December 31, 2019 by Team members Ken Thompson, Seth Rosenthal, Charles Ramsey, Theron Bowman, Randy Dupont, Brian Maxey, Hassan Aden, Matthew Barge, Jessica Drake (as both community engagement team member and executive assistant), Nola Joyce, Tracey Meares, Sean Smoot, Roberto Villasenor, Ray Kelly,

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Darnyle Wharton and nine neighborhood liaisons with Community Mediation Program, Inc. (Baltimore Community Mediation Center (BCMC)).

The sum of previously unbilled services and expenses reflected in this invoice is \$118,851.55. Of the time submitted in this invoice, 156.4 hours, or 23.1%, were *pro bono*, or unbilled and donated to the City of Baltimore. By recording 23.1% of its total time *pro bono*, and writing off certain expenses, the Team saved the City a total of \$53,434.00.

Work performed in December 2019 included:

- Community outreach and meetings between Monitoring Team members, including neighborhood liaisons, and community stakeholders, including community associations and advocacy organizations
- Engaging with rank and file BPD officers and union officials
- Addressing Consent Decree requirements for a community survey, including working with Morgan State University's Institute for Urban Research
- In-person and telephonic meetings, in-person site visits with BPD officials, City officials and Department of Justice personnel regarding Consent Decree requirements on stops/searches/arrests, interactions with individuals with behavioral health disabilities, technology and data collection and maintenance, interactions with youth, impartial policing, misconduct investigations and discipline, training, sexual assault investigations, First Amendment protected activities, supervision, staffing, recruitment, hiring, officer assistance and support, compliance reviews and outcome assessments
- Reviewing and conferring with BPD on Training Academy needs and expectations, the training plan for 2019-20, and e-learning and in-class training curricula on stops, searches and arrests (including observing and providing feedback on training pilots), body-worn camera use, impartial policing, responses to reports of sexual assault, and interactions with individuals with behavioral health disabilities and in crisis
- Work on revisions to BPD policies in the area of stops, searches and arrests for low-level offenses, misconduct investigations and discipline (including development of an intake/classification manual for the Public Integrity Bureau), youth interrogations, officer-involved sexual misconduct, and First Amendment protected activities (specifically, standard operating procedures for BPD's Mobile Field Force)
- Continuing comprehensive review of PIB internal affairs investigations in 2018
- Addressing issues relating to interactions with individuals with behavioral health disabilities, including meeting with CPIC, discussing analysis of needs of the City's behavioral health system, reviewing behavioral health awareness and crisis intervention training curricula, and identifying data needed to properly assess BPD and City responses to crisis events

- Reviewing and providing feedback on BPD self-assessments regarding responses to First Amendment-protected activities and sexual assault investigations
- Consulting BPD on developing community policing and staffing plans, and reviewing and providing feedback on drafts
- Consulting BPD on developing and implementing recruitment, hiring and retention plans
- Preparing a draft of the Third-Year Monitoring Plan
- Drafting the Monitoring Team’s Fourth Semiannual Report
- Meetings and communications with Judge Bedrar to inform him and receive his feedback about the progress of the project
- Preparing and updating content for the team’s website
- Engaging with residents on social media

**Invoice Summary**

*Invoice Totals*

	<b>Previously Billed (FY 2020)</b>	<b>December 2019 Billed</b>	<b>Fiscal YTD 2020 Billed</b>
<b>Services</b>	\$635,295.75	\$113,624.00	\$748,919.75
<b>Expenses</b>	\$22,926.77	\$5,227.55	\$28,154.32
<b>TOTAL Services and Expenses</b>	\$658,222.52	\$118,851.55	\$777,074.07

<b>FY2020 Budget<sup>1</sup></b>	\$1,591,162.20
<b>Funds Remaining in FY2020 Budget</b>	\$814,088.13
<b>Percentage of Funds Used in FY2020 Budget</b>	48.84%
<b>Fiscal 2020 YTD Value of pro bono Services</b>	\$288,666.25

<sup>1</sup> The FY2020 Budget includes \$116,162.20 carried over from FY2019 Budget.

*Breakdown of Billable Hours & Expenses*

<b>December</b>	<b>Total Hours</b>	<b>Billed Hours</b>	<b>Pro Bono Hours</b>	<b>Total Services Billed</b>	<b>Total Expenses Billed</b>
Thompson	52.8	32.4	20.4	\$15,390.00	\$0.00
Rosenthal	115.9	70.8	45.1	\$33,630.00	\$0.00
Aden	34.5	28.5	6	\$6,697.50	\$0.00
Barge	45.4	35.3	10.1	\$8,295.50	\$862.95
Drake	8.6	6.9	1.7	\$1,621.50	\$0.00
Drake (Exec. Ass't)	24	24	0	\$900.00	\$0.00
Joyce	25.5	15.5	10	\$3,642.50	\$434.63
Meares	2.5	2.5	0	\$587.50	\$0.00
Ramsey	24.4	21.9	2.5	\$5,146.50	\$0.00
Smoot	21.5	21.5	0	\$5,052.50	\$684.85
Villasenor	60.5	28.5	32	\$6,697.50	\$1,862.75
Ray Kelly	17.4	16.1	1.3	\$3,783.50	\$38.73
Darnyle Wharton	60	60	0	\$4,500.00	\$0.00
Neighborhood Liaisons	112	112	0	\$2,240.00	\$225.00
Dupont	50.3	27	23.3	\$6,345.00	\$1,118.64
Bowman	23.1	23.1	0	\$5,428.50	\$0.00
Maxey	19.6	15.6	4	\$3,666.00	\$0.00
<b>Total</b>	<b>678.4</b>	<b>541.6</b>	<b>156.4</b>	<b>\$113,624.00</b>	<b>\$5,227.55</b>

**Individual Invoices and Supporting Documentation**

The remainder of this invoice includes the individual invoices of all Team members who submitted invoices for December 2019, as well as receipts for travel, transportation, accommodations, and expenses incurred for website development, establishment of Team e-mail addresses, and food for a community stakeholders meeting.

The City and the Team have agreed that Team members who elect to be compensated for meals and personal expenses incurred while traveling to Baltimore for work on the project will do so at the standard federal per diem rate of \$71, with fractions of days billed at 75% of the standard federal per diem rate, or \$53.25. Some team members have waived or reduced their per diem charges, or elected to receive them only for some but not all days while traveling to and working in Baltimore. This constitutes additional, ongoing savings to the City.

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We submit this invoice for approval by the Department of Justice and the City of Baltimore. As previously discussed, we ask both parties to review the invoice and get back to us with any comments or suggested changes within five days. Once we obtain approval of the invoice, we will submit it to Judge James Bredar for his review and approval.

Please feel free to contact me if you have any questions.

Sincerely,



Seth Rosenthal  
*Deputy Monitor*

<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled." 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-reimbursable. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.		
INVOICE FOR MONTH OF:	<u>December</u>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.		
INVOICE SUBMITTED BY:	Thompson				
DATE SUBMITTED:					
YEAR:	2019				

**Sample Description:**  
 Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 475.00	\$ -		
December	2	Review Body Worn Camera training materials; review selected portions of latest version of the Department Community Policing Plan	1.7	\$ 475.00	\$ 807.50	Review R. Kelly comments and S. Rosenthal's response to same; work on logistics for Friday Court meeting; review notes from last meeting with Neighborhood Liasons	1
December	3	Review select portions of Civilian Trial Board Training (1); review Behavioral Dispatch training materials; participate in weekly community engagement teleconference meeting	2.2	\$ 475.00	\$ 1,045.00	Telephone conference with Rev. William Ray re: Stop the Violence initiative and prepare for meeting at Enon Baptist Church; schedule for tomorrow night; work on logistics for Friday's monthly meeting	0.6
December	4	Prepare for and meet with parties to discuss Staffing Plan	2.5	\$ 475.00	\$ 1,187.50	Work on logistics for Friday's monthly meeting; review multiple communications re: Deadline Modifications; review materials in connection with Community Policing Plan	2.2
December	5	Telephone conference with parties re: PIB issues; review submission in preparation for tomorrow's monthly meeting; review video of arrestee in connection with Use of Force issue and comments re: same	2.4	\$ 475.00	\$ 1,140.00	Review staffing plan materials from Krafchik; revise follow-up correspondence re: deadline materials	0.6
December	6	Prepare for and attend monthly meeting	4	\$ 475.00	\$ 1,900.00	Review materials on surveillance plan	2.5
December	7			\$ 475.00	\$ -		
December	8			\$ 475.00	\$ -		
December	9	Review most recent version of GAP Analysis along with related correspondence	1.4	\$ 475.00	\$ 665.00	Re-review portions of Surveillance Plans material and provide response to City per their request; communicate with Monitoring Team re: same	1

December	10	Participate in community engagement meeting with team; telephone conference with team re: GAP Analysis issue	0.7	\$ 475.00	\$ 332.50		
December	11	Meet with former COTF leadership members re: community input into internal affairs issues	1.2	\$ 475.00	\$ 570.00	Address administration issues raised by parties re: next team meeting and public hearing schedules; review material re Decriminalization of Disability Symposium	2.5
December	12	Review Final Retention Plan; review materials re: dispatch training for crisis calls	0.8	\$ 475.00	\$ 380.00	Telephone conference with D. Beck and T. Mygatt re: Surveillance Plan issues; follow up discussion with Rev. M. McKenstry re: community outreach; review CAD information from R. Kelly	1.6
December	13	Telephone conference with parties re: reinforcing Consent Decree concept	0.6	\$ 475.00	\$ 285.00	Review communication re: follow up to this morning's meeting re: to furthering Consent Decree concept to BPD members; review Public Defender comments re: Youth Policies	0.6
December	14			\$ 475.00	\$ -		
December	15			\$ 475.00	\$ -		
December	16	Review draft of 1st Amendment Activity Assessment; attend meeting with neighborhood Liaisons	1.4	\$ 475.00	\$ 665.00	Response to address additional issues raised by parties in connection with next year's public hearing and monthly meeting schedule; review materials re: Behavioral Health training pilo	1.2
December	17	Summary review of draft PIB Intake Manual	0.3	\$ 475.00	\$ 142.50	Review communication from community members re: last Thursday's CJSJ meeting; rereview Stop, Search * Arrest policies in preparation for attendance at Training Pilot this coming Thursday	1.2
December	18	Review relevant Stop, Search & Arrest Policy in preparation for tomorrow's training pilot; Review Sexual Assault Investigation training materials	2	\$ 475.00	\$ 950.00	Telephone conference with M. Barge and S. Rosenthal re: today's training pilot; review portion of staffing study re: patrol	1.2
December	19	Attend Stop, Search & Arrest Training Pilot	7	\$ 475.00	\$ 3,325.00		
December	20	Review training video (.1); review debrief notes from Stop, Search & Arrest training pilot; review communication from R. Dupont re: Child Emergency Response issue and discuss same with Lin	0.4	\$ 475.00	\$ 190.00		
December	21			\$ 475.00	\$ -		
December	22			\$ 475.00	\$ -		
December	23	Review draft 4th Semi Annual Report and provide comments to S. Rosenthal re: same; several telephone conferences with N. Joyce re: staffing study issues, including summary review of the study; Review Education & Training Master Training Plan; review 1st Amendment Protection Activity Draft Report	2.6	\$ 475.00	\$ 1,235.00	Review public comments re: Stop, Search & Arrest Training, attend Stop The Violence Rally at Rehobeth Church; review media coverage of crime issues and communicate same to Leadership Team; communicate with D. Beck re: surveillance plan issue	2
December	24			\$ 475.00	\$ -		
December	25			\$ 475.00	\$ -		
December	26			\$ 475.00	\$ -		
December	27			\$ 475.00	\$ -	Work on administrative issues regarding press inquiries and next month's Quarterly Public Hearing; review concerned citizens comments regarding First Amendment issues	1
December	28			\$ 475.00	\$ -		
December	29			\$ 475.00	\$ -		

December	30	Telephone conference with Team Leadership re: upcoming meeting with the Court	0.4	\$ 475.00	\$ 190.00	Meet with Councilmen to discuss Consent Decree issues; conference with Rev. Ray re: tonight's Stop the Violence Vigil in Poplar Grove neighborhood	1.2	
December	31	Review select portions of draft Fourth Semi-Annual Report	0.8	\$ 475.00	\$ 380.00			
			<b>32.4</b>	<b>TOTAL:</b>	<b>\$ 15,390.00</b>			20.4







<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202			Complete these four cells before starting spreadsheet.	<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled." 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-reimbursable. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.
<b>INVOICE FOR MONTH OF:</b>		<b>December</b>		
<b>INVOICE SUBMITTED BY:</b>		<b>Rosenthal</b>		
<b>DATE SUBMITTED:</b>		<b>1/16/2020</b>		
<b>YEAR:</b>		<b>2019</b>		

**Sample Description:**  
 Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1	Begin working draft of semiannual report; telephone conference with Dupont, Thompson and BPD re gap analysis report	1.3	\$ 475.00	\$ 617.50		
December	2	Review and comment on BPD draft motion to extend monitoring plan deadlines and emails with MT team leads and Walden re same; work semiannual report	3.5	\$ 475.00	\$ 1,662.50	Review Kelly memo on community engagement and emails with team re same; emails with Barge re community survey; review FOP tweet and email with MT leadership re same; review NAACP LDF comments on behavioral health systems gap analysis	1.1
December	3	Review and comment on draft of community survey report; emails with Barge re third year monitoring plan	1.6	\$ 475.00	\$ 760.00	Weekly community engagement team meeting; draft notice of extension of community policing plan deadline; attention to press re Brady/Giglio list and email with judge re same; emails/telephone conferences with S. Sullivan and Barge re third year monitoring plan; emails with IUR and Barge re community survey report; emails with Aden re PIB intake manual timeline	1.9
December	4	Review and comment on draft of community survey report and email with Barge re same; review DOJ proposal for modifying notice of monitoring plan extensions and telephone conferences with Barge and DOJ re same	3.6	\$ 475.00	\$ 1,710.00	Review and comment on draft of community survey report	1.5
December	5	Review and comment on notice of monitoring plan extensions and confer/emails with DOJ, BPD and Barge re same; confer with Barge re community survey report and email with IUR and Barge re same; telephone confernece with parties on review of PIB matters and review updated PIB matters spreadsheet	4.3	\$ 475.00	\$ 2,042.50	Review and comment on notice of monitoring plan extensions; review arrest video and emails with Villasenor and Thompson re same	2
December	6	Meet with court to discuss global CD issues; monthly meeting with court re technology; confer with Barge re third year monitoring plan and SSA training timeline; emails with parties re notice of extension of monitoring plan deadlines and review latest draft	4	\$ 475.00	\$ 1,900.00	Emails with parties re third year monitoring plan; emails with parties re discussion on global CD issues; emails with parties and MT re BPD's certificate of completion of e-learning on sex assault investigations; emails with parties re community survey; email with parties re third-year monitoring plan; emails re Policy 322 notice of approval	1.2
December	7			\$ 475.00	\$ -	Emails with parties re updates on PIB investigations of interest	0.2
December	8	Emails with parties re notices of revisions to previously approved policies	0.2	\$ 475.00	\$ 95.00		
December	9	Telephone conference and emails with parties re notice of extension of monitoring plan deadlines and review latest drafts of same	0.4	\$ 475.00	\$ 190.00	Emails with court re BPD surveillance pilot; emails with Dupont and Thompson re gap analysis	0.5
December	10	Work semiannual report; telephone conference with Dupont, Thompson, and BPD re gap analysis report	1.3	\$ 475.00	\$ 617.50	Emails re annual team meeting; community engagement team call; emails re notice of extension of monitoring plan deadlines; email with Barge re various training issues; emails with parties re third year monitoring plan collaboration schedule; emails with Smoot and Ramsey re draft retention plan	1.2

December	11	Prepare notice of approval of member-involved sexual misconduct policy; work draft of third year monitoring plan and email with Barge re same; attend community pilot for SSA/FIP II training	6.7	\$	475.00	\$	3,182.50	Emails with Barge and Villasenor re command staff training; emails re BPD surveillance pilot; confer with Thompson re various issues; emails re sex assault investigator training; emails re UOF training for returning service members; emails with community engagement team re community association lists; emails re retention plan; emails with Court re various monitoring plan deadlines; attend community pilot for SSA/FIP II training	2.4
December	12	Confer with Barge re third-year monitoring plan and email with parties re same; attend performance review board pilot	4.3	\$	475.00	\$	2,042.50	Attend community meeting re community policing at Douglas Church; emails with CJSJ, BPD and DOJ re comment periods; work semiannual report	5.4
December	13	Calls with parties re community survey; call with parties re reinforcing CD imperatives Dept-wide and follow up emails; work semiannual report	2.9	\$	475.00	\$	1,377.50	Review draft of staffing plan; review OPD comments on youth interrogation policy; emails with Dupont re monitoring plan; confer with Barge re community survey	0.8
December	14	Work semiannual report	3	\$	475.00	\$	1,425.00	Work semiannual report; draft web content for public comments on BWC policy and training and email with Drake re same	2.9
December	15	Work semiannual report	2.5	\$	475.00	\$	1,187.50	Work semiannual report	2.3
December	16	Work semiannual report	3.2	\$	475.00	\$	1,520.00	Meeting with neighborhood liaisons at BCMC; work semiannual report; review LDF comments on BSP MOU assessment; emails re MT annual meeting and confer with Thompson re same; draft website content for comments on staffing plan and email with Drake re same	4.5
December	17	Work semiannual report	3.5	\$	475.00	\$	1,662.50	Work semiannual report; emails re calls over holidays; follow up emails from CJSJ meeting; emails with IUR re community survey; community engagement team emails re action items arising out of liaison meeting	3.1
December	18	Telephone conference with Barge, Villasenor and Thompson re Day 1 of SSA/FIP II training pilot; emails with DOJ and IUR and confer with Barge re community survey	4.7	\$	475.00	\$	2,232.50	Emails with IUR re community survey report; emails and telephone conference with Dupont re deadlines re behavioral health awareness training for dispatchers; emails with community engagement team re talking points for liaisons; work semiannual report	3.7
December	19	Attend SSA/FIP II training pilot and participate in debrief with BPD and DOJ	8	\$	475.00	\$	3,800.00	Attend SSA/FIP II training pilot and participate in debrief with BPD and DOJ; work semiannual report; email with Barge re community survey report; telephone conference with Bethel re youth interrogations policy; review OPD comments on in class SSA curriculum; emails re follow up to CJSJ meeting	3.4
December	20	Work semiannual report and email draft of same to parties	8	\$	475.00	\$	3,800.00	Work semiannual report; edit new website content for PIB intake and classification manual comment period and email with Drake re same; preliminary review of draft BPD annual First Amendment protected activity report and email with DOJ re same; emails/telephone conference with Bowman re quality of life offense policies	2.8
December	21			\$	475.00	\$	-	Attention to recent press re BPD and emails with Thompson re same	0.3
December	22			\$	475.00	\$	-	Emails with team re observing SSA/FIP II training pilots	0.2
December	23	Draft comments on draft of BPD annual First Amendment protected activity report, review comments from DOJ, Barge and Ramsey, and emails with Barge, Ramsey, DOJ and parties re same	2.2	\$	475.00	\$	1,045.00	Emails with Joyce and Thompson re staffing plan and BPD recommendations or Patrol; emails re training for civilians on disciplinary trial boards; emails with MT leadership re recent press; emails with Court re BPD surveillance plan	0.7
December	24			\$	475.00	\$	-	Emails with Court and Thompson re BPD surveillance plan; confer with Thompson re semiannual report	0.4
December	25			\$	475.00	\$	-		
December	26	Review retention plan and draft notice of approval for filing; telephone conference with Thompson and emails with Court and Thompson re solicitor resignation	1.6	\$	475.00	\$	760.00	Emails with community engagement team and parties re commentes on SSA/FIP II training; emails with community engagement team re email from concerned citizen	0.4
December	27			\$	475.00	\$	-	Emails from Villasenor re semiannual report; emails with BPD, DOJ and Bethel re youth interrogations policy and review final version of policy; emails/telephone conference with Thompson re crime plan	0.6
December	28			\$	475.00	\$	-		
December	29			\$	475.00	\$	-		
December	30			\$	475.00	\$	-	Emails with Smoot, DOJ and BPD re recruitment SOP; call with MT leadership re crime plan and attention to press re same	1
December	31			\$	475.00	\$	-	Emails with BPD re E-tix; attention to FOP statement and attendant press and emails with MT leadership re same; review training matrix; emails with Barge re third year monitoring plan	0.6
			70.8	<b>TOTAL:</b>	<b>\$</b>	<b>\$</b>	<b>33,630.00</b>		<b>45.1</b>

**EXPENSES**

Date	Category	Vendor	Comments (if necessary)	MEALS +		NON MEALS		Total
				Travel Day	Total Meal + Incidentals (per daily)	Non-Meal Description	Non-Meal Expense	
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL:</b>								\$ -

<b>Subtotal Time:</b>	\$	<b>33,630.00</b>
<b>Subtotal Expenses:</b>	\$	-
<b>TOTAL:</b>	\$	<b>33,630.00</b>
<b>Unbilled Hours</b>		45.1

Your initials here signify that the charges on this invoice are accurate: **INITIALS**  
*SAR*

# 21CP Solutions Monthly Invoice

## INSTRUCTIONS

1. Using the drop-down lists; complete the blue box below to populate the invoice with hourly and per diem rates. **NOTE:** Hours accumulated through site visits for the Yale project ONLY are billed at a different rate. Checking the "Yale Site Visit" box for a particular date will adjust to that rate and eight (8) hours should be recorded for the day.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as **Unbilled**. Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice.
4. As some projects provide an hourly pay rate for travel (along with reimbursable expenses), consultants should be aware of any project guidelines governing travel time.
5. Consultants should ensure all expenses and justifying documents meet the requirements outlined in the **Billing Guidelines** tab.
6. Do not forget: **A)** initial at the bottom to approve this invoice **B)** save under the following format: [last name],[first name]\_[project name]\_[month]\_[year].xlsx. **Example:** Doe, John\_Baltimore\_June\_2020.xlsx **C)** send to csmith@sai-dc.com & jdrake@sai-dc.com along with all relevant expense receipts and justifications.
7. Do not hesitate to call Monitors, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Aden	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Thursday, January 2, 2020	



332 MICHIGAN AVE.  
SUITE 1032-T615  
CHICAGO, ILL 60604

### Sample Description

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Hours	Rate	Total	Description	Hours
December	1				\$ 235.00	\$ -	Email and correspondence with MT workgroups. Project management (review of monthly billing reports for the first 6-months of the year.	1.5
December	2	Review of dealines and timelines related to the PIB manual. Continued review of the PIB Intake Manual. Call with DC Nadeau re: TA on the PIB Intake Manual. Follow up call with MT PIB workgroup to prepare for the call with the parties on December 6.		2.5	\$ 235.00	\$ 587.50		
December	3	Email and correspondence re: Court notice adjusting deadlines/timelines for deliverables. Wrking with MT leadership and parties on deadlines (PIB and Training). Review/editing PIB Intake manual in preparation for upcoming call. Drafting sections for upcoming semi-annual report.		3	\$ 235.00	\$ 705.00		
December	5	Call with M. Barge re: upcoming monitoring Plan (year 3). Call with S. Smoot re: project management, outcome assessments, upcoming all team meeting and other CD related matters. Re view of PIB Training Plan outline. Continued review of PIB Intake Manual.		2.5	\$ 235.00	\$ 587.50		
December	6	Call with BPD and DOJ re: PIB Intake manual-latest revisions, timelines and other matters pertaining to policies and manuals (including preparation and review). Email and correspondence re various CD related matters and priorities.		3	\$ 235.00	\$ 705.00		

## 21CP Solutions Monthly Invoice

December	10	Review of several pending documents and policies. Call with the monitor re: various logistics for upcoming meetings and calls. Email, correspondence and meetings with MT members working on PIB matters		2	\$ 235.00	\$ 470.00		
December	12	Call with J. Drake re: upcoming meetings and deliverables. Review of latest PIB Intake Manual draft.		3	\$ 235.00	\$ 705.00		
December	13	Call with parties re: various training/awareness matters within the BPD. Review of the PIB Intake manual (latest draft-due to go out for public comment on 12/18/19).		2.5	\$ 235.00	\$ 587.50		
December	16	Call with MT workgroup re: deliverables and timelines, and PIB matters and reviews.		2	\$ 235.00	\$ 470.00		
December	17	Email and correspondence on PIB related matters. Review of MT billing Invoice.		2	\$ 235.00	\$ 470.00		
December	18	Email and correspondence re: various CD related matters. Drafting and coordinating several sections of the upcoming Semi-annual report.		2.5	\$ 235.00	\$ 587.50		
December	19	Email and correspondence. Finished and submitted the PIB section of the upcoming semi-annual report.		2	\$ 235.00	\$ 470.00		
December	20	Email and correspondence re: PIB related matters. Call with city/BPD re: pilot unified intake form.		1.5	\$ 235.00	\$ 352.50		
December	23				\$ 235.00	\$ -	Email and correspondence with MT members and BPD. Review of Training Plan.	2
December	24				\$ 235.00	\$ -	Email and correspondence with MT members re: AICC attendance in Los Angeles, associated logistics and coverage re: ongoing training in Baltimore during the same January timeframe. Review of various documents (CD related).	1
December	30				\$ 235.00	\$ -	Preparation, review of emails and call with MT leadership re: CD related concerns, solutions and subsequent logistics to meet with BPD leadership and DOJ as appropriate.	1.5
December	31				\$ 235.00	\$ -		
<b>TOTAL HOURS:</b>				<b>28.5</b>	<b>TOTAL:</b>	<b>\$ 6,697.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>6</b>





# 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. **NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.**
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as **Unbilled**. Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice.
4. As some projects provide an hourly pay rate for travel (along with reimbursable expenses), consultants should be aware of any project guidelines governing travel time.
5. Consultants should ensure all expenses and justifying documents meet the requirements outlined in the **Billing Guidelines** tab.
6. **Do not forget: a) please initial at the bottom of the invoice b) save as a spreadsheet using this naming format:** [last name]\_[project]\_[month]\_[year].xlsx **Example:** Doe\_Baltimore\_June\_2020.xlsx
7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Barge	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Wednesday, January 1, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	2	Conference call w/ H. Aden, B. Maxey re: PIB Intake Manual; conference call w/ H. Aden, B. Maxey, B. Naito re: same. Various email communications w/ BPD, DOJ, MT re: training, semiannual report, community survey report.		1.2	\$ 235.00	\$ 282.00		
December	3	Review, revise, and edit community survey report; email communications w/ S. Rosenthal re: same. Conference calls w/ S. Rosenthal re: community survey, monitoring plan. Various email communications re: monitoring plan, training.		1.2	\$ 235.00	\$ 282.00		
December	4	Various email communications w/ MT re: monitoring plan, training, OPR assessment. Conference calls w/ S. Rosenthal re: training deadlines; conference call w/ DOJ, MT re: same.		0.9	\$ 235.00	\$ 211.50		
December	5	Various email communications w/ DOJ, BPD, MT re: monitoring plan timeline notice. Review draft community survey report; communicate via email w/ S. Rosenthal re: same. Begin drafting third-year monitoring plan; conference calls w/ R. Dupont, H. Aden re: same. Conference call w/ S. Rosenthal re: monitoring plan timeline notice, SSA/FIP II training deadlines, community survey. Conference call w/ S. Rosenthal, DOJ re: SSA/FIP II training deadlines, monitoring plan timeline notice.		3.9	\$ 235.00	\$ 916.50		

## 21CP Solutions Monthly Invoice

December	6	Conference call w/ BPD, DOJ, MT re: PIB Manual. Various email communications w/ BPD, DOJ, MT re: community survey, monitoring plan, sexual assault e-learning. Continue drafting third-year monitoring plan. Conference call w/ S. Rosenthal re: monitoring plan, motion re: deadlines.		3.4	\$ 235.00	\$ 799.00		
December	8	Continue drafting third-year monitoring plan; communciate via email w/ R. Dupont re: same.`		0.9	\$ 235.00	\$ 211.50		
December	9	Various email communications w/ MT re: PIB assessment, training. Conference call w/ BPD, DOJ, MT re: notice re: timeline changes. Continue drafting third-year monitoring plan.		0.4	\$ 235.00	\$ 94.00		
December	10	Conference call w/ BPD, DOJ, MT re: training. Various email communicqtions w/ BPD, DOJ, MT re: training. Continue drafting monitoring plan; conference call w/ S. Smoot re: same; email communicationos w/ M. Molinaro, S. Rosenthal re: same.		2.2	\$ 235.00	\$ 517.00		
December	11	Continue drafting third-year monitoring plan; communicate w/ S. Rosenthal, R. Dupont re: same. Various email communications w/ BPD, DOJ, MT re: outcome assessments, sexual assault investigations, training. Conference call w/ G. Wasileski, B. Maxey re: PIB outcome assessment data analysis; conference call w/ B. Maxey re: debrief of same. Email communications w/ S. Rosenthal, R. Dupont re third-year monitoring plan; review edits re: same.		2.3	\$ 235.00	\$ 540.50		
December	12	Conference call w/ S. Rosenthal re: SSA/FIP II training, monitoring plan. Various email communications w/ BPD, DOJ, MT re: training. Continue drafting third-year monitoring plan; communicate w/ BPD, DOJ re: same.		1.8	\$ 235.00	\$ 423.00		
December	13	Conference call w/ BPD, DOJ, MT re: community survey. Various email communications re: PIB Manual, training. Conference call w/ S. Rosenthal re: commnuty survey, PIB assessment, semiannual report.		1.1	\$ 235.00	\$ 258.50		
December	14	Draft semiannual report sections re: training, outcome assessments.		2.2	\$ 235.00	\$ 517.00		
December	16	Bi-weekly internal MT call w/ CJI, G. Wasileski re: outcome assessments. Conference call w/ H. Aden, B. Maxey re: PIB Manual. Various email communications re: outcome assessments, training.		0.8	\$ 235.00	\$ 188.00		
December	17	Conference call w/ BPD, DOJ, MT re: sexual assault training.		2.6	\$ 235.00	\$ 611.00	Various email communications w/ BPD, DOJ, MT re: training, community survey, on-site logistics	7.3
December	18	Participate in SSA/FIP II pilot training.		8	\$ 235.00	\$ 1,880.00	Various email communications w/ BPD, DOJ, MT re: community survey, training.	2.8
December	19	Various email communications w/ BPD, DOJ, MT re: SSA/FIP II training, sexual asault training. Conference call w/ S. Rosenthal re: community survey.		0.3	\$ 235.00	\$ 70.50		
December	20	Various email communications w/ BPD, DOJ, MT re: community survey, sexual assault training, outcome assessments.		0.4	\$ 235.00	\$ 94.00		
December	23	Review and edit draft BPD First Amendment assessment; communicate w/ S. Rosenthal, C. Ramsey re: same. Various email communications re: training, PIB assessment.		0.5	\$ 235.00	\$ 117.50		
December	24	Various email communications w/ BPD, DOJ, MT re: training, PIB assessment.		0.3	\$ 235.00	\$ 70.50		

## 21CP Solutions Monthly Invoice

December	26	Various email communications w/ MT re: project management, PIB assessment.		0.1	\$ 235.00	\$ 23.50	
December	30	Conference call w/ MT re: various monitoring issues.		0.7	\$ 235.00	\$ 164.50	
December	31	Various email communications w/ BPD, MT re: training, monitoring plan.		0.1	\$ 235.00	\$ 23.50	
<b>TOTAL HOURS:</b>				<b>35.3</b>	<b>TOTAL:</b>	<b>\$ 8,295.50</b>	<b>TOTAL UNBILLED HOURS: 10.1</b>

## 21CP Solutions Monthly Invoice

### EXPENSES

Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
12/10/19	IT Expenses	Squarespace	Monthly GSuite charges (email address administration)			IT Expenses	\$ 195.98	\$ 195.98
12/12/19	IT Expenses	Squarespace	Monthly website maintenance charges			IT Expenses	\$ 26.00	\$ 26.00
12/17/19	IT Expenses	SurveyGizmo	Monthly fee for electronic outcome assessment platform (1/2 of total charge)			IT Expenses	\$ 73.49	\$ 73.49
12/17/19	Transportation	Uber	Residence to LAX			Transportation	\$ 37.58	\$ 37.58
12/17/19	Air	Southwest	LAX to BWI*			Air	\$ 213.98	\$ 213.98
12/17/19	Transportation	Uber	BWI to Downtown (Dinner Location)			Transportation	\$ 19.62	\$ 19.62
12/17/19	Food			Yes	\$ 53.25			\$ 53.25
12/18/19	Lodging	Renaissance	Renaissance Harbor Place Hotel (12/18-12/19)			Lodging	\$ 139.83	\$ 139.83
12/18/19	Transportation	Uber	Renaissance Habor Place Hotel to BPD Training Academy			Transportation	\$ 15.88	\$ 15.88
12/18/19	Transportation	Uber	BPD Training Academy to BAL			Transportation	\$ 16.34	\$ 16.34
12/18/19	Food			No	\$ 71.00			\$ 71.00
<b>Additional Notes:</b> *Mr. Barge does not seek reimbursement for the separately charged Early Bird Check-In fee.							<b>TOTAL:</b>	<b>\$ 862.95</b>

<b>subtotal Expenses:</b>	<b>\$ 8,295.50</b>
<b>Subtotal Expenses:</b>	<b>\$ 862.95</b>
<b>TOTAL:</b>	<b>\$ 9,158.45</b>
<b>Unbilled Hours</b>	10.1

Your initials here signify that the charges on this invoice are accurate:

**INITIALS**  
MB



# Invoice

Tuesday, December 10, 2019

**ISSUED TO:**

Matthew Barge

**ISSUED BY:**

Squarespace, Inc.  
225 Varick Street, 12th Floor  
New York, NY 10014

## Charges

Subscription: G Suite (Monthly) (bpdmonitor.com) - [REDACTED]  
Dec 9, 2019 – Jan 9, 2020

**\$180.00**

Card ending in:	<b>1001</b> All prices in US Dollar.
Subtotal:	<b>\$180.00</b>
Discount:	--
Sales Tax:	<b>\$15.98</b>
Due:	<b>\$0.00</b>
Paid:	<b>\$195.98</b>

All prices in US Dollar.



# Invoice

Wednesday, December 11, 2019

**ISSUED TO:**

Matthew Barge

**ISSUED BY:**

Squarespace, Inc.  
225 Varick Street, 12th Floor  
New York, NY 10014

## Charges

Subscription: Business (Monthly) - [REDACTED]

Dec 11, 2019 – Jan 11, 2020

**\$26.00**

Card ending in:	<b>1001</b>	All prices in US Dollar.
Subtotal:	<b>\$26.00</b>	
Discount:	--	
Due:	<b>\$0.00</b>	
Paid:	<b>\$26.00</b>	

All prices in US Dollar.



# INVOICE

SurveyGizmo LLC (f/k/a Widgix LLC)  
4888 Pearl East Circle, Suite 100W  
Boulder CO 80301  
USA  
US EIN: 20-5463887  
UK VAT: GB-309 7393 78  
MOSS ID: EU826478382

**Invoice Number:** INV00237864  
**Invoice Date:** 12/17/2019  
**Due Date:** 12/17/2019  
**Payment Terms:** Due Upon Receipt  
**PO Number:**  
**Currency:** USD  
**Customer Tax ID:**

## Customer Billing Details:

**Customer Name:** [REDACTED]  
**Billing Contact:** Matthew Barge  
**Email:** [REDACTED]  
**Billing Address:** [REDACTED]

**Account Number:** [REDACTED]  
**Sold to Contact:** Matthew Barge  
**Email:** [REDACTED]

## Items:

Description	Service Period	Qty	Rate	Amount
<b>Consumer Edition (CE)</b> - Monthly Adventurer License CE: Adventurer License	12/18/2019- 01/17/2020	1	\$135.00	135.00

Additional Information:	<b>Subtotal:</b>	<b>\$135.00</b>
	<b>Tax:</b>	<b>\$11.99</b>
	<b>Total:</b>	<b>\$146.99</b>
	<b>Adjustments:</b>	<b>\$0.00</b>
	<b>Payments:</b>	<b>\$146.99</b>
	<b>Invoice Balance:</b>	<b>\$0.00</b>

50% Charged to BPD Contract = \$73.49

**Subject:** [Business] Your Tuesday morning trip with Uber  
**Date:** Tuesday, December 17, 2019 at 11:50:53 AM Pacific Standard Time  
**From:** Uber Receipts  
**To:** [REDACTED]  
**Attachments:** map\_aee16955-9ed1-4781-8d6c-cfd253265cd7\_wide, map\_aee16955-9ed1-4781-8d6c-cfd253265cd7



Total: **\$37.58**  
Tue, Dec 17, 2019

Thanks for riding,  
Matthew



Total **\$37.58**



---


Trip fare \$37.58

---

Subtotal \$37.58

---

 [Switch](#) \$37.58

A temporary hold of \$37.58 was placed on your payment  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank



statement shortly. [Learn More](#)



Has passed a multi-step safety screen

**4.97** Rating

Mario is known for:  
Excellent Service

How was your ride?

**Rate Or Tip**

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UberX

11.72 mi | 48 min

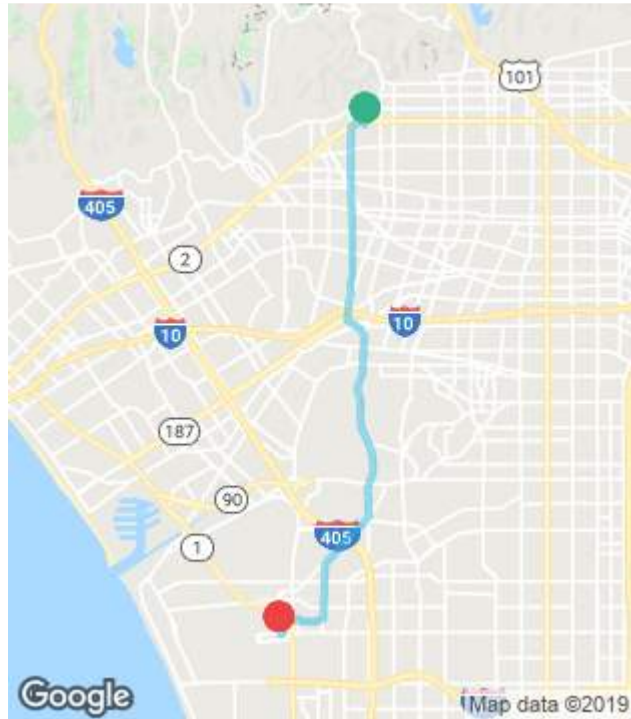


11:02am



11:50am

Los Angeles, CA



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San Francisco, CA 94103

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**Subject:** Matthew Barge's 12/17 Baltimore trip (M36RUG): Your reservation is confirmed.

**Date:** Saturday, November 30, 2019 at 2:19:10 AM Central European Standard Time

**From:** Southwest Airlines

**To:** [REDACTED]

Here's your itinerary and other important travel information.

[View our mobile site](#) | [View in browser](#)



[Manage Flight](#) | [Flight Status](#) | [My Account](#)



**Hi Matthew,**

We're looking forward to flying together! It can't come soon enough. Below you'll find your itinerary, important travel information, and trip receipt. See you onboard soon!

**DECEMBER 17**

**LAX**  **BWI**

Los Angeles to Baltimore

Confirmation # [REDACTED]

Confirmation date: 11/29/2019

**PASSENGER** **Matthew Barge**  
RAPID REWARDS # [REDACTED]  
TICKET # [REDACTED]  
EXPIRATION<sup>1</sup> November 29, 2020  
[REDACTED] [REDACTED]

Rapid Rewards® points are only estimations.

## Your itinerary

**Flight:** Tuesday, 12/17/2019 Est. Travel Time: 4h 50m [Wanna Get Away®](#)

<b>FLIGHT</b> # 0163	<b>DEPARTS</b> <b>LAX 01:15PM</b> Los Angeles		<b>ARRIVES</b> <b>BWI 09:05PM</b> Baltimore
-------------------------	---	---	---

## Payment information

**Total cost**

**Payment**

### Air - M36RUG

Base Fare	\$	185.75
U.S. Transportation Tax	\$	13.93
U.S. 9/11 Security Fee	\$	5.60
U.S. Flight Segment Tax	\$	4.20
U.S. Passenger Facility Chg	\$	4.50
EarlyBird	\$	25.00
<b>Total</b>	<b>\$</b>	<b>238.98</b>

Date: November 29, 2019

**Payment Amount: \$213.98**

Date: November 29, 2019

**Payment Amount: \$25.00**

Mr. Barge is not charging Early Bird Fee to BPD Contract = \$213.98

Fare Rules: If you decide to make a change to your current itinerary it may result in a fare increase. In the case you're left with travel funds from this confirmation number, you're in luck! We're happy to let you use them towards a future flight for the individual named on the ticket, as long as the new travel is completed by the expiration date.

Your ticket number: 5262145898607

## Prepare for takeoff



**24 hours before your departure:**

Check-in on Southwest.com® or using the Southwest Mobile App. Use your mobile device and receive a mobile boarding pass.



**30 minutes before your departure:**

Arrive at the gate prepared to board.



**10 minutes before your departure:**

This is the last opportunity to board your flight if you are present in the gate area and have met all check-in requirements.

**If you do not plan to travel on your flight:** Things happen, we understand! Please let us know at least 10 minutes prior to your flight's scheduled departure if you won't be traveling. If you don't notify us, you may be subject to our [No Show Policy](#).

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Get all the answers before you leave for the airport.

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[Prepare now >](#)

5262145898607: NONREF/NONTRANSFERABLE STANDBY REQ UPGRADE TO Y -BG WN LAX WN BWI185.75USD185.75END ZP LAX4.20 XF LAX4.5

MLNUCNR

**No Show Policy:** you must notify Southwest® at least ten (10) minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away® fare segment at least 10 minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select® and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

**Prohibition on Multiple/Conflicting Reservations:** to promote seat availability for our Customers, Southwest prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively canceled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as travel funds for use by the Customer on a future Southwest Airlines flight.

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<sup>1</sup> All travel involving funds from this Confirmation Number must be completed by the expiration date.

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Southwest Airlines  
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Dallas, TX 75235  
1-800-I-FLY-SWA (1-800-435-9792)

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**Subject:** [Business] Your Tuesday evening trip with Uber  
**Date:** Tuesday, December 17, 2019 at 9:45:38 PM Eastern Standard Time  
**From:** Uber Receipts  
**To:** [REDACTED]  
**Attachments:** map\_72c686ff-1cc9-42c4-9348-07617d0b5ed5, map\_72c686ff-1cc9-42c4-9348-07617d0b5ed5\_wide



Total: **\$19.62**  
Tue, Dec 17, 2019

Thanks for riding,  
Matthew



Total **\$19.62**



---


Trip Fare **\$14.27**

---

Subtotal \$14.27  
Tolls, Surcharges, and Fees  \$5.35

---

 \$19.62

A temporary hold of \$19.62 was placed on your payment  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 72c686ff-1cc9-42c4-9348-07617d0b5ed5

---




Has passed a multi-step safety screen

**4.81** Rating

Donovan is known for:  
Excellent Service

How was your ride?

**Rate Or Tip**



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**UberX** 11.07 mi | 19 min



**09:25pm**

7 Friendship Rd, Baltimore,  
MD

**09:45pm**

1006 Fleet St, Baltimore, MD



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to try Uber. Share code: yg6v6

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San Francisco, CA 94103

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8022	BARGE/MATTHEW	119.00	12/18/19	06:17	3558
ROOM	NAME	RATE	DEPART	TIME	ACCT#
RQ	[REDACTED]		12/17/19	22:20	
TYPE			ARRIVE	TIME	
103					
		PASSPORT:			
ROOM	ADDRESS				
CLERK		PAYMENT			

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
12/17	GOVT 8022, 1	119.00		
12/17	STATE TX 8022, 1	7.14	A	
12/17	CITY TAX 8022, 1	11.31	B	
12/17	TOUR TAX 8022, 1	2.38	D	
12/18	CCARD-AX			139.83
	PAYMENT RECEIVED BY: [REDACTED]			

		===== SUMMARY OF TAXES =====			
	DESCRIPTION		TAXED AMOUNT		TAX
D	TOURSIM TAX 2%		.00		2.38
N	BOTTLE CITY TAX		.00		.00
	NET CHARGES	TAX	CREDITS		FOLIO
	137.45	2.38	139.83		.00

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Signature X

**Subject:** [Business] Your Wednesday morning trip with Uber  
**Date:** Wednesday, December 18, 2019 at 6:54:11 AM Eastern Standard Time  
**From:** Uber Receipts  
**To:** [REDACTED]  
**Attachments:** map\_1f9e0ddc-4439-4b17-bcf1-5e94a9a0c588, map\_1f9e0ddc-4439-4b17-bcf1-5e94a9a0c588\_wide



Total: **\$15.88**  
Wed, Dec 18, 2019

Thanks for riding,  
Matthew



Total **\$15.88**



---

Trip Fare **\$13.03**


---

Subtotal \$13.03

Tolls, Surcharges, and Fees  \$2.85

---

 \$15.88

A temporary hold of \$15.88 was placed on your payment  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 1f9e0ddc-4439-4b17-bcf1-5e94a9a0c588

---









Has passed a multi-step safety screen

**4.91** Rating

Timothy is known for:  
Excellent Service

How was your ride?

**Rate Or Tip**

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

**UberX** 8.54 mi | 13 min

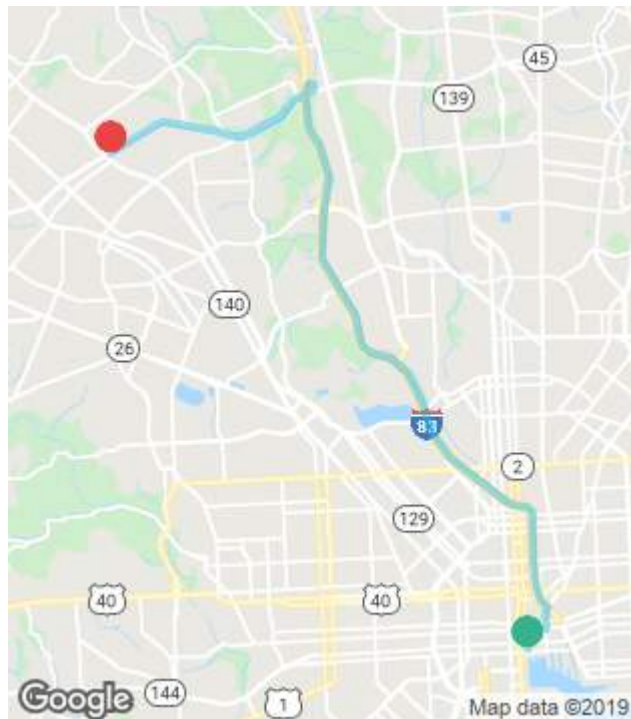


**06:40am**

Baltimore, MD

**06:53am**

Baltimore, MD



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to try Uber. Share code: yg6v6

[REPORT LOST ITEM >](#)

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---

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Uber Technologies  
1455 Market St  
San Francisco, CA 94103

[Privacy](#)

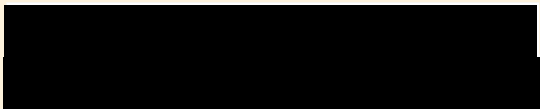
[Terms](#)

**Subject:** [Business] Your Wednesday afternoon trip with Uber  
**Date:** Wednesday, December 18, 2019 at 4:12:22 PM Eastern Standard Time  
**From:** Uber Receipts  
**To:** [REDACTED]  
**Attachments:** map\_6d1441c2-8ec4-489f-8409-918df5c3b7e6\_wide, map\_6d1441c2-8ec4-489f-8409-918df5c3b7e6



Total: **\$16.34**  
Wed, Dec 18, 2019

Thanks for riding,  
Matthew



Total **\$16.34**



---

Trip Fare **\$13.49**


---



Subtotal \$13.49  
Tolls, Surcharges, and Fees  \$2.85

---

 \$16.34

A temporary hold of \$16.34 was placed on your payment  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 6d1441c2-8ec4-489f-8409-918df5c3b7e6

---




Has passed a multi-step safety screen

**4.91** Rating

Mohamed is known for:  
Excellent Service

How was your ride?

**Rate Or Tip**

Issued by Rasier

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

UberX

6.85 mi | 12 min

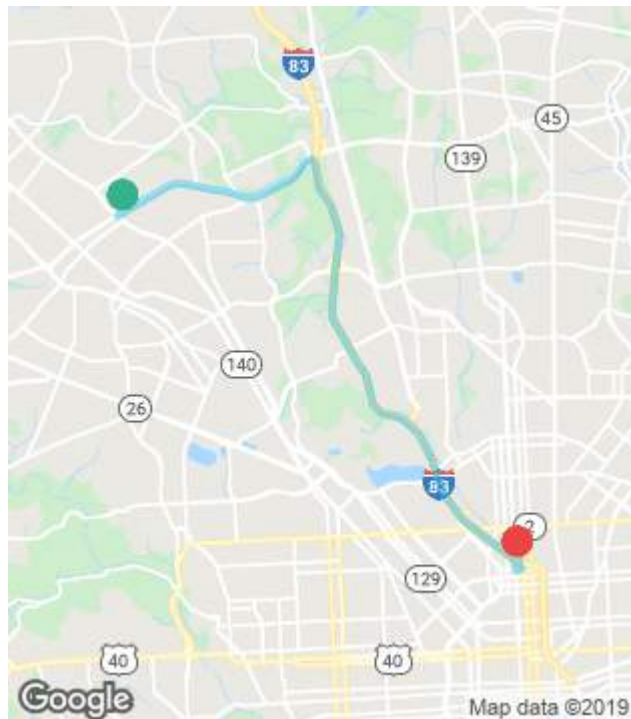


**03:59pm**

3500-3532 W Northern  
Pkwy, Baltimore, MD

**04:12pm**

1500 N Charles St,  
Baltimore, MD



Invite your friends and family.

Get \$5 off your next ride when you refer a friend  
to try Uber. Share code: yg6v6

REPORT LOST ITEM >

CONTACT SUPPORT >

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[FAQ](#)

[Forgot password](#)

Uber Technologies  
1455 Market St  
San Francisco, CA 94103

[Privacy](#)

[Terms](#)

# 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. **NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.**
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as **Unbilled**. Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice.
4. As some projects provide an hourly pay rate for travel (along with reimbursable expenses), consultants should be aware of any project guidelines governing travel time.
5. Consultants should ensure all expenses and justifying documents meet the requirements outlined in the **Billing Guidelines** tab.
6. **Do not forget: a) please initial at the bottom of the invoice b) save as a spreadsheet using this naming format: [last name]\_[project]\_[month]\_[year].xlsx. Example: Doe\_Baltimore\_June\_2020.xlsx**
7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Drake	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Sunday, January 5, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	1				\$ 235.00	\$ -	Administrative task: Email, document review and calls/communication with Team.	0.1
December	2	Emails with CE Team re: Year Three Plan for Engagement. Analyzed data from NL meeting regarding needs and next steps in engagement		1.5	\$ 235.00	\$ 352.50		
December	3	Conference Call: CE Standing Call. Prep for evening meeting with BPD and N. Joyce.		1.9	\$ 235.00	\$ 446.50		
December	4	Document Review and best practices collection.		1	\$ 235.00	\$ 235.00		
December	5				\$ 235.00	\$ -	Administrative task: Email, document review and calls/communication with Team.	0.6
December	9	Conference Call: CE Standing Call. Emails and document review, meeting planning and engagement tracking.		1.4	\$ 235.00	\$ 329.00		
December	11				\$ 235.00	\$ -	Administrative task: Email, document review and calls/communication with Team.	0.2
December	16	Reviewed community feedback on Youth Interrogation Policies		0.8	\$ 235.00	\$ 188.00		

## 21CP Solutions Monthly Invoice

December	17				\$ 235.00	\$ -	Administrative task: Email, document review and calls/ communication with Team.	0.3
December	18				\$ 235.00	\$ -	Administrative task: Email, document review and calls/ communication with Team.	0.1
December	30				\$ 235.00	\$ -	Administrative task: Email, document review and calls/ communication with Team.	0.4
December	31	Called into CE Conference Call, team was no show. Emails and document review.		0.3	\$ 235.00	\$ 70.50		
<b>TOTAL HOURS:</b>				<b>6.9</b>	<b>TOTAL:</b>	<b>\$ 1,621.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>1.7</b>

## 21CP Solutions Monthly Invoice

EXPENSES								
Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
						0		\$ -
						0		\$ -
Additional Notes:							<b>TOTAL:</b>	\$ -
<b>Subtotal Time:</b>	\$ 1,621.50							
<b>Subtotal Expenses:</b>	\$ -							
<b>TOTAL:</b>	\$ 1,621.50							
<b>Unbilled Hours</b>	1.70							
Your initials here signify that the charges on this invoice are accurate:						<b>INITIALS</b>		
						JRD		

## 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. **NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.**
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
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6. **Do not forget: a) please initial at the bottom of the invoice b) save as a spreadsheet using this naming format: [last name]\_[project]\_[month]\_[year].xlsx. Example: Doe\_Baltimore\_June\_2020.xlsx**
7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Drake (Exec. Ass't)	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Sunday, January 5, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	2	Website and survey update: Policy 1207		1.4	\$ 37.50	\$ 52.50		
December	3	Administrative tasks, re: emails, communication with team members and document tracking/ coordination		0.9	\$ 37.50	\$ 33.75		
December	4	Tracked emails for scheduling Training Meeting going forward and communicated with Team regarding changes.		1.7	\$ 37.50	\$ 63.75		
December	5	Administrative tasks, re: emails, communication with team members and document tracking/ coordination		1.2	\$ 37.50	\$ 45.00		
December	6	Administrative tasks, re: emails, communication with team members and document tracking/ coordination		1.1	\$ 37.50	\$ 41.25		
December	9	Website update: Draft notice regarding S/S/A. Administrative tasks, re: emails, communication with team members and document tracking/ coordination		1.6	\$ 37.50	\$ 60.00		
December	10	Website updates and cleanup. Administrative tasks, re: emails, communication with team members and document tracking/ coordination. Tracked moving deadlines for MT Timeline.		1.9	\$ 37.50	\$ 71.25		
December	11	All Team communication for travel planning and information. All Team Meeting planning communication with restaurants. Addressed inclusion of new Team members into billing and		1.6	\$ 37.50	\$ 60.00		

## 21CP Solutions Monthly Invoice

December	13	Website and Survey: Body Worn. Planning for All Team Meeting. Reviewed final October Invoice.		1.5	\$ 37.50	\$ 56.25		
December	16	Website and Survey: Staffing Policy. Planning for All Team Meeting		1.1	\$ 37.50	\$ 41.25		
December	17	Conference Call: Weekly Training Call. Notes and follow-up with Team. Administrative tasks, re: emails, communication with team members and document tracking/ coordination		2.4	\$ 37.50	\$ 90.00		
December	18	Administrative tasks, re: emails, communication with team members and document tracking/ coordination. Communication regarding all Team Meeting and support		1.7	\$ 37.50	\$ 63.75		
December	19	Communicated with vendor for All Team meeting in January. Signed contract and reviewed menu and meeting plans		1.4	\$ 37.50	\$ 52.50		
December	20	Website update for PIB Manual. Administrative tasks, re: emails, communication with team members and document tracking/ coordination		1.2	\$ 37.50	\$ 45.00		
December	23	Finalized All Team Meeting vender contracts. Administrative tasks, re: emails, communication with team members and document tracking/ coordination		1.3	\$ 37.50	\$ 48.75		
December	26	Administrative management of info@ emails. Website updates for PIB Training, Communication with team regarding Sun Article. Website update with Sun article		2	\$ 37.50	\$ 75.00		
<b>TOTAL HOURS:</b>				<b>24</b>	<b>TOTAL:</b>	<b>\$ 900.00</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>0</b>



## 21CP Solutions Monthly Invoice

**EXPENSES**

Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -

**Additional Notes:** **TOTAL:** \$ -

<b>Subtotal Time:</b>	\$ 900.00
<b>Subtotal Expenses:</b>	\$ -
<b>TOTAL:</b>	\$ 900.00
<b>Unbilled Hours</b>	0.00

Your initials here signify that the charges on this invoice are accurate: **INITIALS**  
JRD

## 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

### INSTRUCTIONS

1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. **NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.**
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as **Unbilled**. Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice.
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7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Joyce	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Friday, January 3, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

### Sample Description

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	12	Site Visit: Staffing Plan and Community Policing		8	\$ 235.00	\$ 1,880.00	Travel time	6
December	13	Call with BPD re sexual assault investigation training		0.5	\$ 235.00	\$ 117.50		
December	14	Worked on draft for 4th semiannual report		2	\$ 235.00	\$ 470.00		
December	18	Worked on draft for 4th semiannual report		2	\$ 235.00	\$ 470.00		
December	23	Finalized draft for 4th semiannual report		3	\$ 235.00	\$ 705.00		
December	31				\$ 235.00	\$ -	Admin	4
<b>TOTAL HOURS:</b>				<b>15.5</b>	<b>TOTAL:</b>	<b>\$ 3,642.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>10</b>

## 21CP Solutions Monthly Invoice

EXPENSES								
Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
12/3/19	Lodging	Delta	Hotel room			Lodging	\$ 156.25	\$ 156.25
12/3/19	Parking	Delta	Parking at hotel			Parking	\$ 40.80	\$ 40.80
12/3/19	Food			Yes	\$ 53.25			\$ 53.25
12/4/19	Food			Yes	\$ 53.25			\$ 53.25
12/4/19	Mileage		Mileage between Rehoboth, DE and Baltimore (113 *2)* \$.58			Mileage	\$ 131.08	\$ 131.08
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
<b>Additional Notes:</b>							<b>TOTAL:</b>	<b>\$ 434.63</b>
<b>Subtotal Time:</b>		<b>\$ 3,642.50</b>						
<b>Subtotal Expenses:</b>		<b>\$ 434.63</b>						
<b>TOTAL:</b>		<b>\$ 4,077.13</b>						
<b>Unbilled Hours</b>		10.00						
Your initials here signify that the charges on this invoice are accurate:						<b>INITIALS</b> NMJ		



Ms Nola Joyce  
[REDACTED]  
[REDACTED]  
United States

Room Number: 0708  
Arrival Date: 12-03-19  
Departure Date: 12-04-19  
CRS Number: 92762881  
Rewards No: [REDACTED]  
Page No: 1 of 1

**INVOICE**

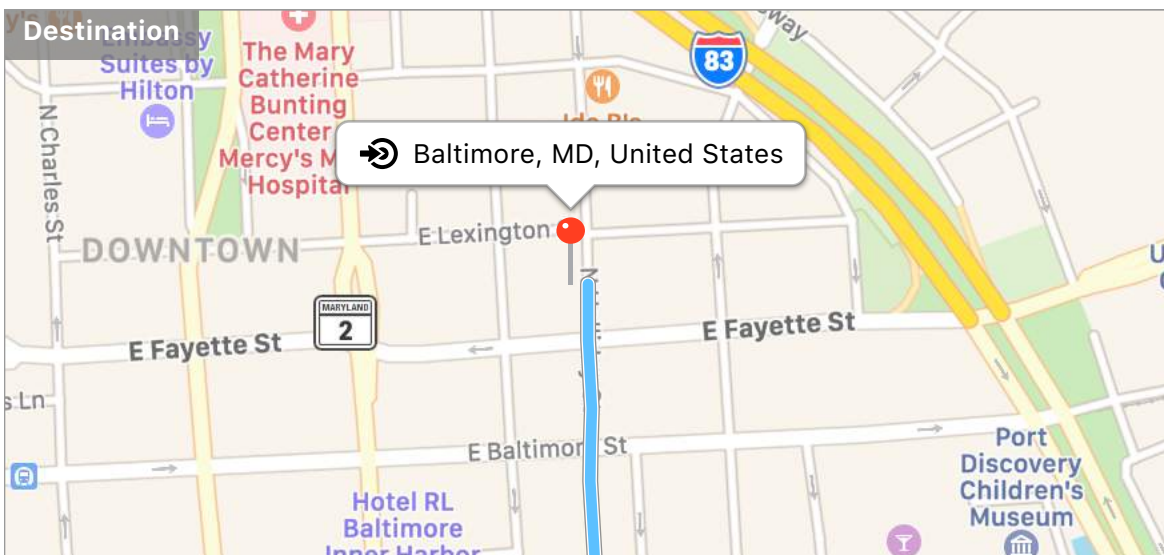
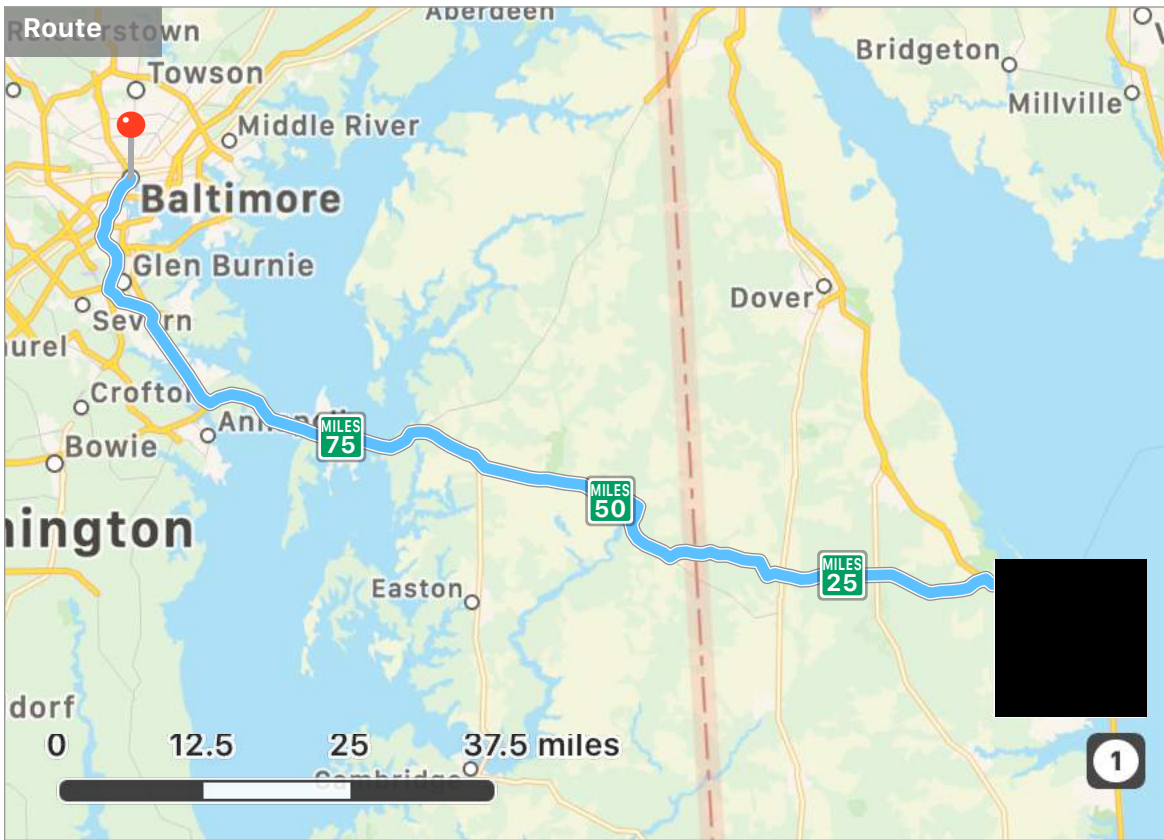
Folio No: 62091

12-04-19

Date	Description	Charges	Credits
12-03-19	Valet Parking	34.00	
12-03-19	Parking City Tax-20%	6.80	
12-03-19	Room Charge	118.00	
12-03-19	Rooms - State Tax	7.08	
12-03-19	Rooms - City/Occupancy Tax	11.21	
12-04-19	TellTale	19.96	
	Room# 0708 : CHECK# 0011062		
12-04-19	[REDACTED]		197.05
<b>Total</b>		<b>197.05</b>	<b>197.05</b>
<b>Balance</b>		<b>0.00</b>	

 **Baltimore, MD, United States**

113 miles, 2 hr 29 min



 Baltimore, MD, United States

113 miles, 2 hr 29 min



Start

My Location — [Redacted]  
[Redacted]

MILES  
0



[Redacted]  
[Redacted]

MILES  
0.01



[Redacted]  
[Redacted]

MILES  
0.06



[Redacted]  
[Redacted]

MILES  
0.13



[Redacted]  
[Redacted]

MILES  
0.19



[Redacted]  
[Redacted]

MILES  
0.24



[Redacted]  
[Redacted]

MILES  
2.78



[Redacted]  
[Redacted]


MILES  
4.55




[Redacted]  
[Redacted]

 **Baltimore, MD, United States**


113 miles, 2 hr 29 min

**MILES**  
**5.7**  **6.7 miles**  
Turn left onto Broadkill Rd


---

**MILES**  
**12**  **19 miles**  
Turn right onto Hickman Rd


---

**MILES**  
**32**  **7.0 miles**  
Continue onto Greenwood Rd


---

**MILES**  
**39**  **2.5 miles**  
Turn right onto Shore Hwy

---

**MILES**  
**41**  **21 miles**  
Turn right onto Ocean Gateway


---

**MILES**  
**62**  **6.6 miles**  
Merge onto US-301 S


---

**MILES**  
**68**  **20 miles**  
Take exit 27B onto MD-2 North, Ritchie Hwy toward

---

**MILES**  
**88**  **8.4 miles**  
Take a slight right turn to merge onto MD-100 West toward MD-10, I-695

---

**MILES**  
**96**  **1.3 miles**  
Keep left on MD-100 W toward I-97

 **Baltimore, MD, United States**

113 miles, 2 hr 29 min

MILES  
97



**3.8 miles**

Take exit 13B to merge onto I-97 North toward Baltimore

---

MILES  
101



**3.3 miles**

Take exit 17A to merge onto I-695 W toward

---

MILES  
105



**2.1 miles**

Take exit 7B onto MD-295 North, Balt-Wash Pkwy North toward Baltimore

---

MILES  
107



**5.4 miles**

Turn right onto W Pratt St

---

MILES  
112



**0.6 miles**

Turn left onto Commerce St

---

MILES  
113



**0.3 miles**

The destination is on your left



## 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

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<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Mearns	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Monday, January 6, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	12	Review materials for writing 4th Quarter Report		0.5	\$ 235.00	\$ 117.50		
December	13	Wrote my section of the 4th Quarter Report		1	\$ 235.00	\$ 235.00		
December	20	Conference call with DOJ/MT on SSA III policies and also reviewed policies		1	\$ 235.00	\$ 235.00		
<b>TOTAL HOURS:</b>				<b>2.5</b>	<b>TOTAL:</b>	<b>\$ 587.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>0</b>

## 21CP Solutions Monthly Invoice

EXPENSES										
Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total		
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense			
						0				
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
						0		\$	-	
<b>Additional Notes:</b>								<b>TOTAL:</b>	<b>\$</b>	<b>-</b>
<b>Subtotal Time:</b>		<b>\$</b>	<b>587.50</b>							
<b>Subtotal Expenses:</b>		<b>\$</b>	<b>-</b>							
<b>TOTAL:</b>		<b>\$</b>	<b>587.50</b>							
<b>Unbilled Hours</b>			<b>0.00</b>							
Your initials here signify that the charges on this invoice are accurate:						<b>INITIALS</b>				
						TM				

# 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

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7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Ramsey	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Wednesday, January 1, 2020	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	1	Review of BPD Draft Directives		2	\$ 235.00	\$ 470.00		
December	2				\$ 235.00	\$ -	Review BPD Directives	1
December	3	CE Catch up Call. Follow-up and document review		1.2	\$ 235.00	\$ 282.00		
December	4	Weekly Conference Call with Commissioner. Follow-ups, email and communication with SME's.		1.7	\$ 235.00	\$ 399.50		
December	5	Weekly Community Engagement Call. Document review, emails and follow up with team leadership		2.3	\$ 235.00	\$ 540.50		
December	7				\$ 235.00	\$ -	Review BPD Directives	1
December	9	Review of BPD Draft Directives		2	\$ 235.00	\$ 470.00		
December	10	Document review and prep. CE Weekly Catch up Call. Emails and document review/feedback.		1.2	\$ 235.00	\$ 282.00		
December	11	Document review, emails/ follow-ups with SME's and team communication		1.9	\$ 235.00	\$ 446.50		
December	12	Review of BPD Draft Directives. Emails and communication with various MT leads.		1.5	\$ 235.00	\$ 352.50		
December	14				\$ 235.00	\$ -		
December	16	Review of BPD Draft Directives. Emails and communication with MT Leads		1.9	\$ 235.00	\$ 446.50		
December	19	Weekly call with Commissioner. Emails and SME communication		1.4	\$ 235.00	\$ 329.00		

## 21CP Solutions Monthly Invoice

December	21	Third Thursday Conference Call with BPD and DOJ. Document review and prep for call. Emails and communication with SM's.		2.1	\$ 235.00	\$ 493.50		
December	29	Conference call with Ken Thompson re: Judge Bredar concerns about homicides. Emails, team communication and calls with MT leadership.		1.2	\$ 235.00	\$ 282.00		
December	30	Conference call with Commissioner		1	\$ 235.00	\$ 235.00		
December	31	Called into CE Catch up Call. Team was no show. Call with J. Drake.		0.5	\$ 235.00	\$ 117.50	Emails and communication.	0.5
<b>TOTAL HOURS:</b>				<b>21.9</b>	<b>TOTAL:</b>	<b>\$ 5,146.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>2.5</b>

## 21CP Solutions Monthly Invoice

### EXPENSES

Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
Additional Notes:							<b>TOTAL:</b>	\$ -

Subtotal Time:	\$ 5,146.50
Subtotal Expenses:	\$ -
<b>TOTAL:</b>	<b>\$ 5,146.50</b>
Unbilled Hours	2.50

Your initials here signify that the charges on this invoice are accurate: INITIALS  
CHR

# 21CP Solutions Monthly Invoice

**Baltimore Consent Decree Monitor**  
**750 E. Pratt, Suite 900**  
**Baltimore, MD 21202**

**INSTRUCTIONS**

1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. **NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.**
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as **Unbilled**. Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice.
4. As some projects provide an hourly pay rate for travel (along with reimbursable expenses), consultants should be aware of any project guidelines governing travel time.
5. Consultants should ensure all expenses and justifying documents meet the requirements outlined in the **Billing Guidelines** tab.
6. **Do not forget: a) please initial at the bottom of the invoice b) save as a spreadsheet using this naming format:** [last name]\_[project]\_[month]\_[year].xlsx. **Example:** Doe\_Baltimore\_June\_2020.xlsx
7. Send your completed invoice to [21CP Solutions - Financial Department](#) between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.

<b>PROJECT :</b>	Baltimore	Complete these four cells to populate rate columns.
<b>INVOICE SUBMITTED BY:</b>	Smoot	
<b>INVOICE FOR MONTH OF:</b>	December	
<b>DATE SUBMITTED:</b>	Tuesday, January 1, 2019	



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

**Sample Description**

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	1	Prep and R&R Call, Review Draft Retention Plan and comments		2.5	\$ 235.00	\$ 587.50		
December	10	emails, doc review and forward docs to MB for MT plan		1.5	\$ 235.00	\$ 352.50		
December	16	site visit INC R&R mtg, mtg w PD compliance staff, R&F engagement.		8	\$ 235.00	\$ 1,880.00		
December	17	site visit mtgs w BPD staff		4	\$ 235.00	\$ 940.00		
December	30	conf call MT leadership inc. prep. R&R Call		3	\$ 235.00	\$ 705.00		
December	31	Start review of recruit stat data from past 6 mos for report		2.5	\$ 235.00	\$ 587.50		
<b>TOTAL HOURS:</b>				<b>21.5</b>	<b>TOTAL:</b>	<b>\$ 5,052.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>0</b>

## 21CP Solutions Monthly Invoice

### EXPENSES

Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
12/15/19	Air	AA	PHX - DCA O/W				\$ 319.30	\$ 319.30
12/15/19	Food			Yes	\$ 53.25			\$ 53.25
12/15-17/2019	Parking	STL	Parking STL 2 days - split with other projects				\$ 48.22	\$ 48.22
12/16/19	Food			No	\$ 71.00			\$ 71.00
12/17/19	Food			Yes	\$ 53.25			\$ 53.25
12/16-17/19	Lodging		Marriott (reduced \$37.80 meal from folio)				\$ 139.83	\$ 139.83
								\$ -
								\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -
						0		\$ -

**Additional Notes:** **TOTAL:** \$ **684.85**

<b>Subtotal Time:</b>	\$ 5,052.50
<b>Subtotal Expenses:</b>	\$ 684.85
<b>TOTAL:</b>	\$ 5,737.35
<b>Unbilled Hours</b>	0.00

Your initials here signify that the charges on this invoice are accurate: INITIALS  
SMS

**From:** American Airlines no-reply@notify.email.aa.com  
**Subject:** Your trip confirmation-CZKKDE 15DEC  
**Date:** October 31, 2019 at 2:09 AM  
**To:** [REDACTED]



Hello Sean Smoot!

Issued: Oct 31, 2019

## Your trip confirmation and receipt

Record locator: **CZKKDE**

[Manage Your Trip](#)

**Sunday, December 15, 2019**

PHX

**9:41** AM

Phoenix

American Airlines 685



DCA

**3:57** PM

Washington Reagan

Seats: [16C](#)

Class: Economy (V)

Meals: Food For Purchase

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**Sean Smoot**



Ticket # 0012386488287



# Your trip receipt



## Sean Smoot

FARE-USD	\$ 283.72
TAXES AND CARRIER-IMPOSED FEES	\$ 35.58
<b>TICKET TOTAL</b>	<b>\$ 319.30</b>



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TO BE LINEAR IN ITS LINEAR COM. BAGGAGES APPLY AT LEAST ONE IN LOCATION  
ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY

If you have purchased a NON-REFUNDABLE fare the itinerary must be canceled before the ticketed departure time of the first unused coupon or the ticket has NO VALUE.. If the fare allows changes, a fee may be assessed for changes and restrictions may apply.

You have up to 24 hours from the time of ticket purchase to receive a full refund if you booked at least 2 days before departure. You must [log in on aa.com](#) or [Contact Reservations](#) to cancel. Once cancelled, your refund will be processed automatically. [Refund Policy>>](#).

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For travel on or after April 1, 2019, the policy for traveling with Emotional Support and Service animals has changed. Visit [Traveling with Service Animals](#) for more information.



Some everyday products, like e-cigarettes and aerosol spray starch, can be dangerous when transported on the aircraft in carry-on and/or checked baggage. Changes in temperature or pressure can cause some items to leak, generate toxic fumes or start a fire. Carriage of prohibited items may result in fines or in certain cases imprisonment. Please ensure there are no forbidden hazardous materials in your baggage like:

Some Lithium batteries (e.g. spares in checked baggage, batteries over a certain size), Explosives / Fireworks, Strike anywhere matches/ Lighter fluid, Compressed gases / Aerosols Oxygen bottles/ Liquid oxygen, Flammable liquids, Pesticides/ Poison, Corrosive material.

There are special exceptions for small quantities (up to 70 ounces total) of medicinal and toilet articles carried in your luggage, spare lithium batteries for most consumer electronic devices in carry-on baggage, and certain smoking materials carried on your person.

Certain items are required to be carried with you onboard the aircraft. For example, spare lithium batteries for portable electronic devices, cigarette lighters and e-cigarettes must be removed from checked or gate-checked baggage and carried onboard the aircraft. However, e-cigarettes may not be used on-board the aircraft.

Traveling with medical oxygen, liquid oxygen, mobility aids and other assistive devices may require airline pre-approval or be restricted from carriage entirely. Passengers requiring these items should contact the airline operator for information on use of such devices.

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aircraft and rerouting.

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NRID: 1366212144153102083455500



BALTIMORE MARRIOTT WATERFRONT

GUEST FOLIO

3003 SMOOT/SEAN/MR 119.00 12/17/19 12:12 38054  
 ROOM NAME RATE DEPART TIME ACCT#  
 CHK [REDACTED] 12/16/19 07:38  
 TYPE [REDACTED] ARRIVE TIME  
 35  
 ROOM PASSPORT: [REDACTED] 8 MBV#: [REDACTED]  
 CLERK ADDRESS PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
12/16	POES RST 20453003	37.80		
12/16	ROOM 3003, 1	119.00		
12/16	STATE TX 3003, 1	7.14		
12/16	CITY TAX 3003, 1	11.31		
12/16	TOUR TAX 3003, 1	2.38		
12/17	CCARD-AX		177.63	
	PAYMENT RECEIVED BY: [REDACTED]			.00

===== EXP. REPORT SUMMARY =====

12/16	POES RST	37.80
	ROOM	119.00
	STATE TX	7.14
	CITY TAX	11.31
	TOUR TAX	2.38

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Super Park Lot A  
St. Louis Lambert International Airport  
314.890.2800

F/C #45	A Payment No.00220707
T/D #53	Ticket No.038386
Cashier	ID #124
Entry Time	12/11/2019 (Wed) 12:51
Paid Time	12/20/2019 (Fri) 15:11
Parking Time	9 Days 2:20
Parking Fee	Rate A \$217.00

Only 2 days charge to BPD Project = \$48.22

Slip #	81008
Auth Code	533338
CREDIT CARD AMOUNT	\$217.00
Cash Amount	\$0.00
=====	
Total	\$217.00

Thank you for choosing Super Park!

Questions or Comments

(314) 890-2800

=====

## 21CP Solutions Monthly Invoice

<b>Baltimore Consent Decree Monitor</b> <b>750 E. Pratt, Suite 900</b> <b>Baltimore, MD 21202</b>	<b>INSTRUCTIONS</b> 1. Using the dropdown lists; complete the blue box below to insert any necessary contact information as well as the correct hourly and per diem rates. <b>NOTE: Site visits for the Yale project are billed at a rate of \$3,000 per day. Placing an X in the "Yale Site Visit" box will initiate the daily rate and one (1) day should be recorded in the "Time" column. This should be done for on-site dates at Yale ONLY.</b> 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. Under most state and federal guidelines, a consultant may not bill more than eight hours in a day. Any additional tasks and hours should be recorded in the columns labeled as <b>Unbilled</b> . Should a consultant be able to provide valid justification for the billing of more than eight hours under a project's established guidelines, leadership must authorize their approval before fulfilling the invoice. 4. As some projects provide an hourly pay rate for travel (along with reimbursable expenses), consultants should be aware of any project guidelines governing travel time. 5. Consultants should ensure all expenses and justifying documents meet the requirements outlined in the <b>Billing Guidelines</b> tab. 6. <b>Do not forget: a) please initial at the bottom of the invoice b) save as a spreadsheet using this naming format:</b> [last name]_[project]_[month]_[year].xlsx. <b>Example:</b> Doe_Baltimore_June_2020.xlsx 7. Send your completed invoice to <a href="#">21CP Solutions -Financial Department</a> between the 1st and the 5th of the month and call Monitor, Deputy Monitors, or Principals with any questions.	Complete these four cells to populate rate columns.	
<b>PROJECT :</b>	Baltimore		
<b>INVOICE SUBMITTED BY:</b>	Villasenor		
<b>INVOICE FOR MONTH OF:</b>	December		
<b>DATE SUBMITTED:</b>	Thursday, January 2, 2020		



332 MICHIGAN AVE.  
 SUITE 1032-T615  
 CHICAGO, ILL 60604

### Sample Description

*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME							UNBILLED TIME	
Month of	Day	Description		Time	Rate	Total	Description	Hours
December	2	Work on Training topics (BWC Policy & eLearning, IDD 1.5) Recruiting, Retention and Officer Wellness Call (1)		2.5	\$ 235.00	\$ 587.50		
December	9	Read materials sent from BPD in preparation for Transportation Site Visit		1	\$ 235.00	\$ 235.00	Travel to Baltimore	8
December	10	Transportation Site Visit to determine Audit Process and scoring of categories. Also sit through a video audit with the Audit Unit.		8	\$ 235.00	\$ 1,880.00		
December	11				\$ 235.00	\$ -	Travel from Baltimore	8
December	13	Prepare for and participate in BWC Training call.		1.5	\$ 235.00	\$ 352.50		
December	16	Recruitment, Retention and Hiring/Officer Safety and Wellness Bi-weekly Call.		1.5	\$ 235.00	\$ 352.50		
December	17				\$ 235.00	\$ -	Travel to Baltimore	8
December	18	Site visit for SSA/FIP II Training Pilot at Academy.		8	\$ 235.00	\$ 1,880.00		
December	19				\$ 235.00	\$ -	Travel from Baltimore	8
December	26	Work on draft for Transportation Semiannual Report		1.5	\$ 235.00	\$ 352.50		
December	27	Work on draft for Use of Force Semiannual Report		1.5	\$ 235.00	\$ 352.50		
December	30	Internal MT Call ref. discussion with Judge.(1 hr) 2nd call for Recruitment, Hiring and Retention / Officer Safety and Wellness biweekly		2	\$ 235.00	\$ 470.00		
December	31	Weekly Training Call		1	\$ 235.00	\$ 235.00		
<b>TOTAL HOURS:</b>				<b>28.5</b>	<b>TOTAL:</b>	<b>\$ 6,697.50</b>	<b>TOTAL UNBILLED HOURS:</b>	<b>32</b>

## 21CP Solutions Monthly Invoice

### EXPENSES

Date	Category	Vendor	Description/Justification of Expense	MEALS + INCIDENTALS		NON-MEALS		Total
				Travel Day	Total Per Diem + Incidentals	Non-Meal Description	Non-Meal Expense	
12/9-10/19	Air	American	RT Flight from ORD (at another project) to Baltimore			Air	\$ 310.60	\$ 310.60
12/9-10/19	Lodging	Marriott				Lodging	\$ 139.83	\$ 139.83
12/9/19	Food			Yes	\$ 53.25			\$ 53.25
12/10/19	Food			Yes	\$ 53.25			\$ 53.25
12/9/19	Transportation	BWI Taxi	Taxi from BWI to hotel			Transportation	\$ 36.40	\$ 36.40
12/10/19	Transportation	Uber	Uber from Hotel to BPD			Transportation	\$ 5.54	\$ 5.54
12/10/19	Transportation	Uber	Uber from BPD to BWI			Transportation	\$ 21.92	\$ 21.92
12/17/19	Mileage	POV	Mileage from Home in Tucson to Phoenix Sky Harbor Airport. Mileage from Airport to Home paid by another client. (99 miles x 0.54 per mile = \$53.46)			Mileage	\$ 53.46	\$ 53.46
12/17-20/19	Air	American	Split with another project that required a ticket change fee of \$200 plus additional fare collection of 37.30 (\$856.29- \$237.30 = \$618.99)			Air	\$ 618.99	\$ 618.99
12/17-19/19	Lodging	Marriott				Lodging	\$ 279.66	\$ 279.66
12/17/19	Transportation	BNWI Taxi	Taxi from BWI to hotel			Transportation	\$ 45.00	\$ 45.00
12/17/19	Food			Yes	\$ 53.25			\$ 53.25
12/18/19	Food			No	\$ 71.00			\$ 71.00
12//1919	Food			Yes	\$ 53.25			\$ 53.25
12/18/19	Transportation	Uber	Uber from Hotel to BPD Academy				\$ 22.44	\$ 22.44
12/18/19	Transportation	Uber	Uber from BPD Academy to hotel				\$ 16.91	\$ 16.91
12/17-20/19	Parking	Sky Harbor Economy Parking	Split with another client (\$56.00 / 2 = \$28.00)			Parking	\$ 28.00	\$ 28.00
<b>Additional Notes:</b>							<b>TOTAL:</b>	<b>\$ 1,862.75</b>

<b>Subtotal Time:</b>	<b>\$ 6,697.50</b>
<b>Subtotal Expenses:</b>	<b>\$ 1,862.75</b>
<b>TOTAL:</b>	<b>\$ 8,560.25</b>
<b>Unbilled Hours</b>	<b>32.00</b>

Your initials here signify that the charges on this invoice are accurate: INITIALS  
RAV

From: **American Airlines** no-reply@notify.email.aa.com  
Subject: Your trip confirmation-UFDJGF 09DEC  
Date: November 25, 2019 at 1:13 PM  
To: [REDACTED]



Hello Roberto Villasenor!

Issued: Nov 25, 2019



## Your trip confirmation and receipt

Record locator: **UFDJGF**

[Manage Your Trip](#)

### Monday, December 9, 2019

ORD

**6:43** PM

Chicago O'hare

American Airlines 1363



BWI

**9:37** PM

Baltimore/Washington

Seats: [9A](#)

Class: Economy (N)

Meals: Food For Purchase

[Free entertainment with the American app »](#)

### Tuesday, December 10, 2019

BWI

5:50



ORD

7:01

Seats: [12A](#)

Class: Economy (L)



5:53 PM

Baltimore/Washington

7:21 PM

Chicago O'hare

Meals: Food For Purchase

American Airlines 3766

OPERATED BY ENVOY AIR AS AMERICAN EAGLE.

Roberto Villasenor



Ticket # 0012390792443

## Your trip receipt



### Roberto Villasenor

FARE-USD	\$ 262.33
TAXES AND CARRIER-IMPOSED FEES	\$ 48.27
<b>TICKET TOTAL</b>	<b>\$ 310.60</b>



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GUEST FOLIO

3008 VILLASENOR/ROBERTO 119.00 12/10/19 14:29 35891  
 ROOM NAME RATE DEPART TIME ACCT#  
 CK [REDACTED] 12/09/19 18:10  
 TYPE [REDACTED] ARRIVE TIME  
 307  
 ROOM ADDRESS PASSPORT: [REDACTED]  
 CLERK PAYMENT MBV#: [REDACTED]

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
12/09	ROOM 3008, 1	119.00		
12/09	STATE TX 3008, 1	7.14		
12/09	CITY TAX 3008, 1	11.31		
12/09	TOUR TAX 3008, 1	2.38		
12/10	CCARD-MC		139.83	
	PAYMENT RECEIVED BY: [REDACTED]			.00
===== EXP. REPORT SUMMARY =====				
12/09	ROOM	119.00		
	STATE TX	7.14		
	CITY TAX	11.31		
	TOUR TAX	2.38		

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

**From:** Bwi taxi 114 Dispatch # 410-859- 1100 via Square receipts@messaging.squareup.com  
**Subject:** Receipt from Bwi taxi 114 Dispatch # 410-859- 1100  
**Date:** December 9, 2019 at 9:08 PM  
**To:** [REDACTED]



Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



**Bwi taxi 114 Dispatch # 410-859- 1100**

How was your experience?



**\$40.00**

Custom Amount	\$36.40
Purchase Subtotal	<b>\$36.40</b>
Tip	Tip not included - \$3.60
<b>Total</b>	<b>\$40.00</b>





**Bwi taxi 114 Dispatch # 410-859- 1100**

P.O.box 292

Reisterstown, MD 21136

240-645-5387

[REDACTED]

Dec 9 2019 at 11:07 PM

[REDACTED]

#uH0s



Auth code: 02071Z

ROBERTO VILLASENOR

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1455 Market Street, Suite 600


San Francisco, CA 94103

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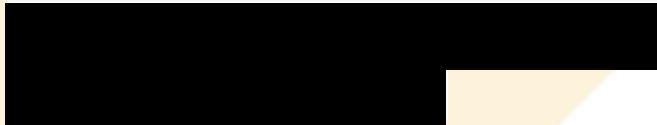
From: **Uber Receipts** uber.us@uber.com   
Subject: [Personal] Your Tuesday morning trip with Uber  
Date: December 10, 2019 at 7:04 AM  
To: [REDACTED]



Uber

Total: **\$5.54**  
Tue, Dec 10, 2019

Thanks for riding,  
Roberto



Total

**\$5.54**



25% up to \$7 off your trip

Trip Fare \$4.54

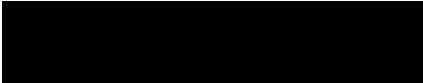
---

Subtotal \$4.54


Promotions -\$1.85

Tolls, Surcharges, and Fees  \$2.85

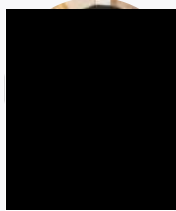
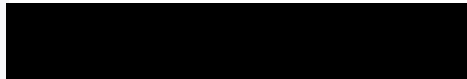
---



\$5.54

A temporary hold of \$5.54 was placed on your payment method  at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 431e8459-fe98-4465-9a15-921437b8ffd6



Has passed a multi-step safety screen

**4.85** ★ Rating

Cyrian is known for:  
Excellent Service

How was your ride?

[Rate Or Tip →](#)

Issued by Rasier

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

UberX

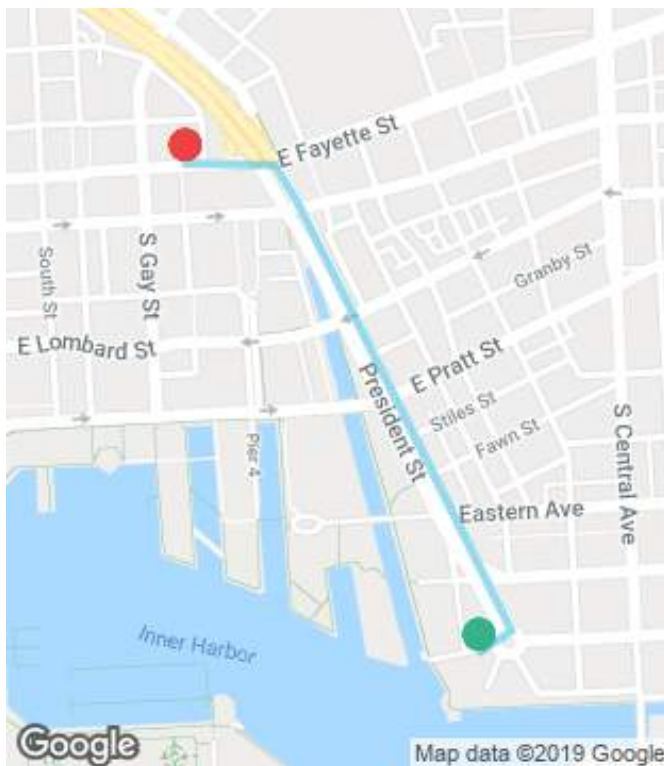
0.76 mi | 14 min

**08:49am**

200 International Drive,  
Baltimore, MD

**09:04am**

Baltimore, MD



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to



try Uber. Share code: bemf1

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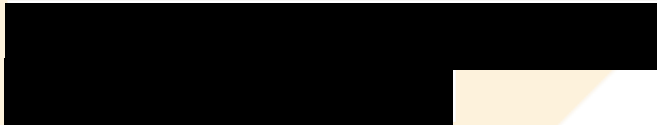
From: **Uber Receipts** uber.us@uber.com   
Subject: [Personal] Your Tuesday afternoon trip with Uber  
Date: December 10, 2019 at 1:55 PM  
To: [REDACTED]



Uber

Total: **\$21.92**  
Tue, Dec 10, 2019

Thanks for riding,  
Roberto



Total

**\$21.92**




---

Trip Fare	\$16.57
-----------	---------


---

Subtotal	\$16.57
----------	---------

Tolls, Surcharges, and Fees 	\$5.35
---	--------

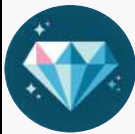
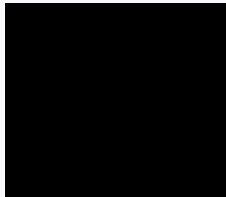
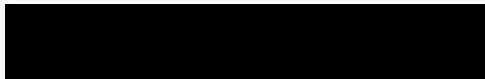
---

	\$21.92
---	---------

A temporary hold of \$21.92 was placed on your payment method  at the start of the trip.

This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 562aa789-4d65-4807-ab3c-f755488b2c8e



Has passed a multi-step safety screen

**4.92** ★ Rating

George is known for:  
Excellent Service

How was your ride?

[Rate Or Tip →](#)

Issued by Rasier

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)

UberX

10.88 mi | 22 min

03:32pm

22, 222, I-83, Baltimore, MD

03:55pm

7104 Service Rd Lower Level,  
Baltimore, MD



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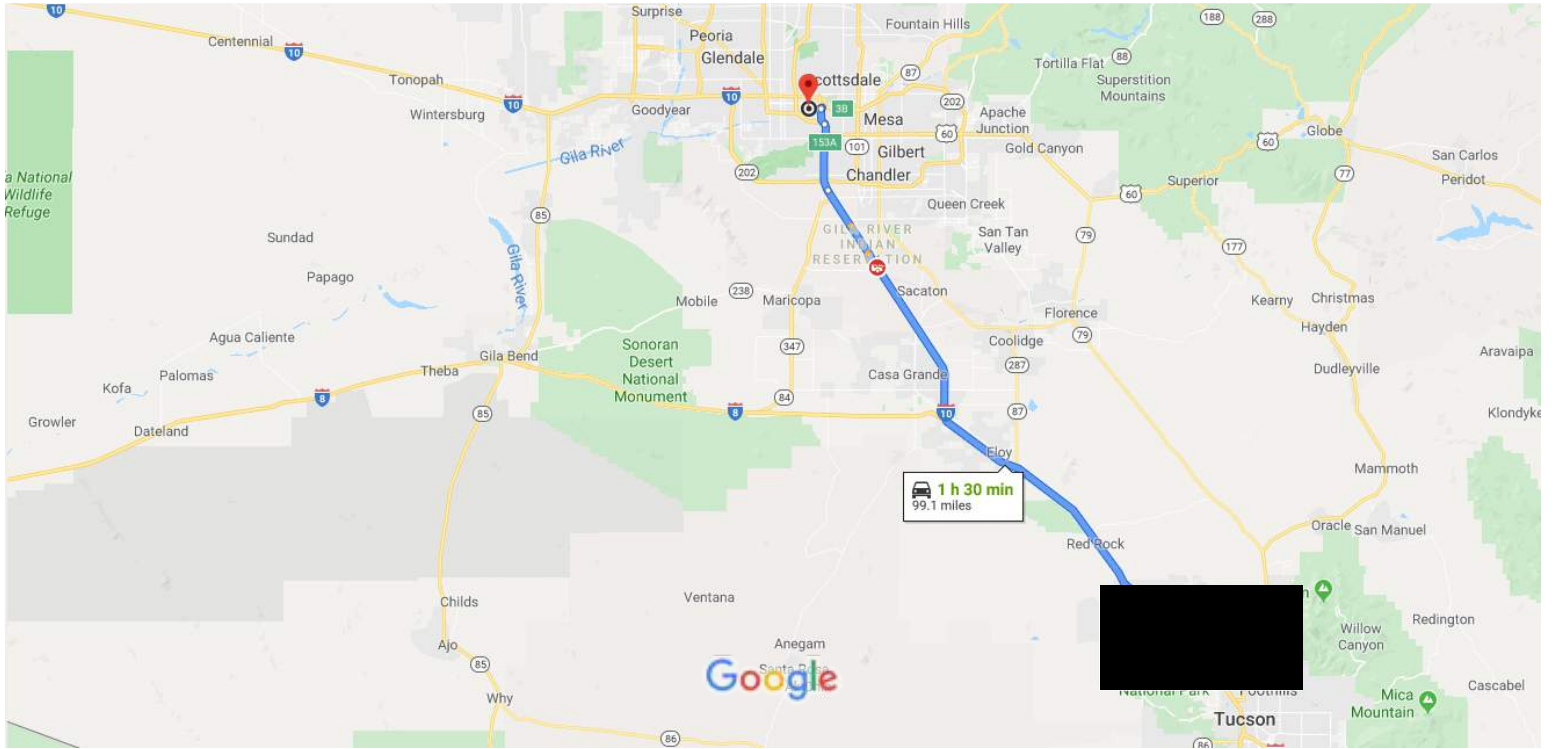
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to Sky Harbor Airport

Drive 99.1 miles, 1 h 30 min



Map data ©2019 Google, INEGI 10 mi



via I-10 W

1 h 30 min

Fastest route, the usual traffic

99.1 miles

### Explore Phoenix Sky Harbor International Airport



Restaurants



Hotels



Gas stations



Parking Lots



More

From: **American Airlines** no-reply@notify.email.aa.com  
Subject: Your trip confirmation-CJBLHB 17DEC  
Date: December 3, 2019 at 7:09 PM  
To: [REDACTED]



Hello Roberto Villasenor!

Issued: Dec 3, 2019



## Your trip confirmation and receipt

Record locator: **CJBLHB**

[Manage Your Trip](#)

### Tuesday, December 17, 2019

PHX

9:42 AM

Phoenix

American Airlines 1931



BWI

4:02 PM

Baltimore/Washington

Seats: [10A](#)

Class: Economy (S)

Meals:

[Free entertainment with the American app »](#)

### Friday, December 20, 2019

HVN

○ ○ ○



PHL

— — —

Seats: [9A](#)

Class: Economy (M)

6:00 AM

New Haven

7:17 AM

Philadelphia

Meals:

American Airlines 4435  
OPERATED BY REPUBLIC AIRWAYS AS AMERICAN  
EAGLE.

PHL

8:45 AM

Philadelphia

American Airlines 474



PHX

12:29 PM

Phoenix

Seats: [14A](#)

Class: Economy (M)

Meals:

Roberto Villasenor

Earn up to a \$200 statement  
credit + 40,000 bonus miles  
after qualifying purchases

[Learn more »](#)



Ticket # 0012392183579

## Your trip receipt



### Roberto Villasenor

FARE-USD \$ 761.85

TAXES AND CARRIER-IMPOSED FEES \$ 94.44

**TICKET TOTAL \$ 856.29**

ADDITIONAL FARE COLLECTION **\$ 37.30**

TICKET CHANGE **\$ 200.00**

Mr. Villasenor -  
Reduced ticket  
cost by \$237.30  
as these were  
charged to  
another client to  
modify his trip.





BALTIMORE MARRIOTT WATERFRONT

GUEST FOLIO

2124 VILLASENOR/ROBERTO/MR 119.00 12/19/19 07:49 39142  
 ROOM NAME RATE DEPART TIME ACCT#  
 ND [REDACTED] 12/17/19 12:48  
 TYPE [REDACTED]  
 273  
 ROOM ADDRESS PASSPORT: [REDACTED] MBV#: [REDACTED]  
 CLERK PAYMENT

DATE	REFERENCES	CHARGES	CREDITS	BALANCES DUE
12/17	ROOM	2124, 1	119.00	
12/17	STATE TX	2124, 1	7.14	
12/17	CITY TAX	2124, 1	11.31	
12/17	TOUR TAX	2124, 1	2.38	
12/18	ROOM	2124, 1	119.00	
12/18	STATE TX	2124, 1	7.14	
12/18	CITY TAX	2124, 1	11.31	
12/18	TOUR TAX	2124, 1	2.38	
12/19	CCARD-MC			
	PAYMENT RECEIVED BY: [REDACTED]		279.66	
				.00

===== EXP. REPORT SUMMARY =====

12/17	ROOM	119.00
	STATE TX	7.14
	CITY TAX	11.31
	TOUR TAX	2.38
12/18	ROOM	119.00
	STATE TX	7.14
	CITY TAX	11.31
	TOUR TAX	2.38

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Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy Account Statement for updated activity. See members.marriott.com for new Marriott Bonvoy benefits.



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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner.) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.



From: **BWI Airport Taxi 326 via Square** receipts@messaging.squareup.com  
Subject: Receipt from BWI Airport Taxi 326  
Date: December 17, 2019 at 2:32 PM  
To: [REDACTED]



Square automatically sends receipts to the email address you used at any Square seller. [Learn more](#)



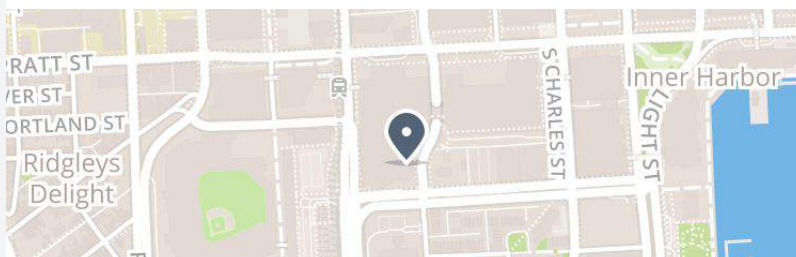
**BWI Airport Taxi 326**

How was your experience?



**\$45.00**

Custom Amount	\$45.00
<b>Total</b>	<b>\$45.00</b>



**BWI Airport Taxi 326**

410-859-1100

[REDACTED]

Dec 17 2019 at 4:31 PM

[REDACTED]

#nLpQ



Auth code: 04174Z

ROBERTO VILLASENOR

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From: **Uber Receipts** uber.us@uber.com   
Subject: Thanks for tipping! We've updated your Wednesday morning trip receipt  
Date: December 18, 2019 at 4:42 AM  
To: [REDACTED]

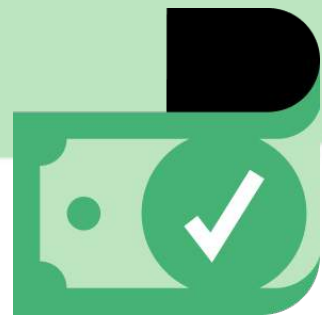


Uber

Total: **\$27.44**  
Wed, Dec 18, 2019

# Thanks for tipping, Roberto

Thanks for tipping! We've updated  
your Wednesday morning trip  
receipt



# Total

# \$27.44



---

Trip Fare	\$19.59
-----------	---------

---

<b>Subtotal</b>	<b>\$19.59</b>
-----------------	----------------

Tolls, Surcharges, and Fees 	\$2.85
---	--------

Tip	Tip not added to Invoice	<b>\$5.00</b>
-----	--------------------------	---------------

---

## Amount Charged

[REDACTED]

Total amount charged **\$22.44**

[REDACTED]

\$5.00

Receipt ID # 3749e4bb-c4ff-4cbd-97ac-4482e75dcfda

---



[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



[REDACTED]

[REDACTED] ★ [REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] →

[REDACTED]

[REDACTED]

UberX

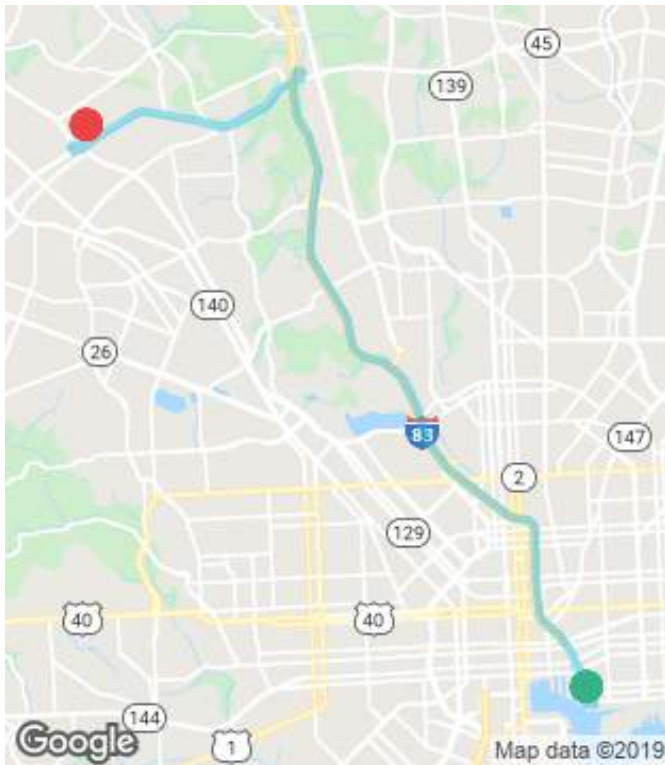
9.39 mi | 24 min

**06:16am**

725 Aliceanna St, Baltimore,  
MD

**06:40am**

3500-3532 W Northern Pkwy,  
Baltimore, MD



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to



try Uber. Share code: bemf1

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# Uber

---


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San Francisco, CA 94103

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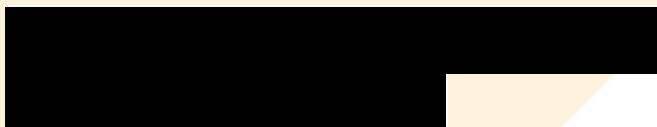
From: **Uber Receipts** uber.us@uber.com   
Subject: [Personal] Your Wednesday afternoon trip with Uber  
Date: December 18, 2019 at 2:52 PM  
To: [REDACTED]



Uber

Total: **\$16.91**  
Wed, Dec 18, 2019

Thanks for riding,  
Roberto



Total

**\$16.91**



---

Trip Fare	\$12.60
-----------	---------

---

Subtotal	\$12.60
----------	---------

Wait Time 	\$1.46
---	--------

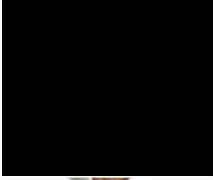
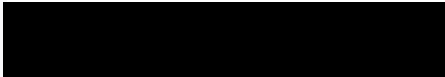
Tolls, Surcharges, and Fees 	\$2.85
---	--------




\$16.91

A temporary hold of \$15.45 was placed on your payment method [REDACTED] at the start of the trip. This is not a charge and has or will be removed. It should disappear from your bank statement shortly. [Learn More](#)

Receipt ID # 23617660-4354-46ee-bb7e-8d8715e4d551



 Has passed a multi-step safety screen

**4.85** ★ Rating

David is known for:  
Excellent Service

How was your ride?

[Rate Or Tip →](#)

Issued by Rasier

When you ride with Uber, your trips are insured in case of a covered accident. [Learn more.](#)



UberX

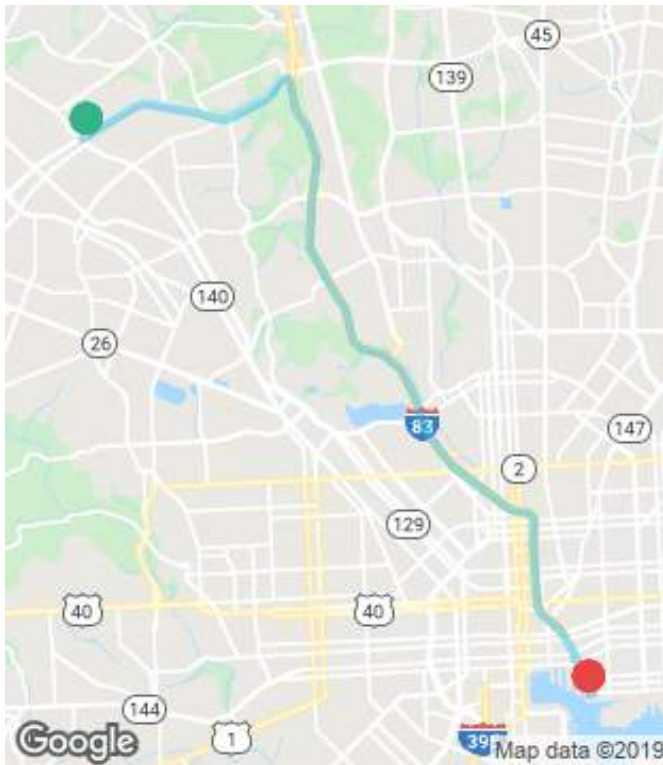
8.55 mi | 20 min

04:31pm

Baltimore, MD

04:51pm

725 Aliceanna St, Baltimore,  
MD



Invite your friends and family.

Get \$5 off your next ride when you refer a friend to try Uber. Share code: bemf1

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# Uber

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Phoenix Sky Harbor Intl Airport  
3420 E. Sky Harbor Blvd Ste 200  
Phoenix, AZ 85034  
602-273-4545  
Avn.SkyHarborParking@phoenix.gov

Receipt 3947/0607/607 12/20/19 13:26:17

010100 Pay parking ticket 56.00  
12/17/19 08:23 - 12/20/19 13:25  
Length of stay: 3 Dy. 5 Hr. 2 Min  
0299059731501101935130180077

Total Amount \$ 56.00

50% Charged to BPD Contract = \$28.00

[REDACTED] 56.00

Mastercard

VILLASENOR/ROBERTO  
Account: [REDACTED]  
Amount = \$ 56.00

\*\*\*\*\*  
\*\* Thank you  
\*\* for visiting  
\*\*\*\*\*

<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202		<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-reimbursable. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.	
INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.	
INVOICE SUBMITTED BY:	Dupont		
DATE SUBMITTED:	1/1/2020		
YEAR:	2020		

**Sample Description:**  
 Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.

**TIME**

Month of	Day	Description	Hours	Rate	Total	Unbilled Hours
December	1			\$ 235.00	\$ -	
December	2			\$ 235.00	\$ -	0.4
December	3	CPIC/BPD Data Committee Meeting, Discussion of Gap Analysis report with CPIC Leadership and BPD Compliance Division	1.9	\$ 235.00	\$ 446.50	0.9
December	4	Discussion on Data Outcome issues with CPIC Data Committee Leadership	0.4	\$ 235.00	\$ 94.00	
December	5	Discussion of BPC Dispatch Curriculum and Training with BPD Compliance Division	1.3	\$ 235.00	\$ 305.50	0.2
December	6			\$ 235.00	\$ -	
December	7			\$ 235.00	\$ -	
December	8			\$ 235.00	\$ -	
December	9	Discussion of Dispatch Curriculum and Gap Analysis Report with BPD Compliance Division, Technical writing on draft of Monitoring Team Semi-Annual report for S. Rosenthal, Technical writing on Monitoring Team Annual Plan for M. Barge	2.8	\$ 235.00	\$ 658.00	
December	10	Discussion of Gap Analysis Report with BPD Compliance Division, Monitoring Team (K. Thompson and S. Rosenthal), DOJ, State Advocacy Group, Technical writing on draft of Monitoring Team Annual Plan	2.2	\$ 235.00	\$ 517.00	0.2

December	11	Discussion of Gap Analysis Report with BPD Compliance Division and State Advocacy group, Technical writing on draft of Monitoring Team Annual Plan	1.9	\$	235.00	\$	446.50	Correspondence with Monitoring Team (K. Thompson, S. Rosenthal on Gap Analysis issues, Discussions with CPIC Leadership on Monitoring Annual Plan, Correspondence with BPD Compliance Division on Consent Decree, requirement for BPD crisis intervention event analysis, revisions to Monitoring Team Annual Plan	1.2
December	12	CPIC Policy Committee Meeting, Follow up discussion of policy issues with BPD Compliance Division, review of materials for BPD work on Intellectual Disabilities policy, Technical writing for Monitoring Team Semi-annual report	4	\$	235.00	\$	940.00		0.6
December	13	Technical writing for Monitoring Team Semi-annual report, Review of material for BPD Intellectual Disabilities policy	3	\$	235.00	\$	705.00		
December	14			\$	235.00	\$	-		
December	15			\$	235.00	\$	-	Correspondence with CPIC Leadership on Gap Analysis and BPD crisis intervention event analysis	0.3
December	16	Discussion of role of CPIC in Consent Decree with City of Baltimore, BPD and CPIC Leadership	0.5	\$	235.00	\$	117.50	Correspondence with City of Baltimore, BPD and CPIC Leadership regarding CPIC role and meeting scheduling	0.2
December	17	CPIC Training Committee on Dispatch Curriculum	0.4	\$	235.00	\$	94.00	Discussion of BPD Dispatch Curriculum deadlines with Monitoring Team (S. Rosenthal), Travel to Baltimore	8.2
December	18	On-site view of BPD Recruit Training Pilot Project at BPD Academy	7.5	\$	235.00	\$	1,762.50	Meeting with new BPD Crisis Intervention Team Leadership, BPD Training Divisions, BHSB Training Coordinator, travel to/from BPD Academy	1.5
December	19	Discussion with CPIC Leadership on issue of Care Coordination involving BPD referrals	0.1	\$	235.00	\$	23.50	Meeting with local advocates on Gap Analysis recommendations, correspondence with Monitoring Team (K. Thompson) on issues of Care Coordination involving BPD referrals, travel from Baltimore	9.2
December	20	Discussion with DOJ concerning BPD Recruit Training Curriculum Pilot Project	1	\$	235.00	\$	235.00	Revisions to Monitoring Team Semi-annual report	0.4
December	21			\$	235.00	\$	-		
December	22			\$	235.00	\$	-		
December	23			\$	235.00	\$	-		
December	24			\$	235.00	\$	-		
December	25			\$	235.00	\$	-		
December	26			\$	235.00	\$	-		
December	27			\$	235.00	\$	-		
December	28			\$	235.00	\$	-		
December	29			\$	235.00	\$	-		
December	30			\$	235.00	\$	-		
December	31			\$	235.00	\$	-		
			27	<b>TOTAL:</b>	\$	<b>6,345.00</b>			23.3





Subtotal Time:	\$	6,345.00
Subtotal Expenses:	\$	1,118.64
<b>TOTAL:</b>	<b>\$</b>	<b>7,463.64</b>

Invoice #105-027

Unbilled \$ 23.30 hours

Your initials here signify that the charges on this invoice are accurate: INITIALS  
RTD



AA

SKIP TO BOOK

MEM - BWI Round Trip Dec 17-19 1 Passenger

MODIFY

Randy



Amount Due  
(1 Passenger)

\$506.00 USD

# Express Checkout

Start Over

1 Express Checkout

2 Confirmation

<b>Outbound</b> Change Flight	DL1771, DL1271 MEM ▶ BWI	Tue, Dec 17	10:59am - 4:51pm	1 stop, 4h 52m Main	▼
<b>Return</b> Change Flight	DL1153, DL1682 BWI ▶ MEM	Thu, Dec 19	1:32pm - 5:05pm	1 stop, 4h 33m Main	▼

Changeable / Nonrefundable

View Upgrade Eligibility



## Comfort+

- Complimentary Delta Studio<sup>®</sup> entertainment
- Up to 3" of Extra Legroom
- Dedicated Overhead Bin Space

\$86.00  
8,600 miles

UPGRADE

Per Person Entire Trip



View a map of the plane and select your seats

SELECT SEATS



## First

- Spacious Seat with Extra Legroom
- Board First with First Class Boarding
- 2 Free Checked Bags

\$236.00  
23,600 miles

UPGRADE

Per Person Entire Trip



Buy a Wi-Fi pass or Trip Extras.

ADD TRIP EXTRAS

## Baggage Allowance Per Passenger

View Details

Outbound MEM - BWI	Carry-On Free	1st Bag \$30.00 (50lb/23kg)	2nd Bag \$40.00 (50lb/23kg)
Return BWI - MEM	Carry-On Free	1st Bag \$30.00 (50lb/23kg)	2nd Bag \$40.00 (50lb/23kg)

Checked baggage size must not exceed 62 inches (157cm) when you total Length + Width + Height.

13

Please make sure your full name is entered exactly as it appears on your government-issued identification. When booking a reservation, this Secure Flight Passenger Data is required for compliance with U.S. and foreign government regulatory programs, including TSA Secure Flight.

Amount Due  
(1 Passenger)

Passenger 1

\$506.00 USD

I'm not traveling

First Name  Randolph Middle Name (optional) Thomas Last Name Dupont Suffix --

Frequent Flyer Program (optional) Delta Air Lines/SkyMiles Frequent Flyer Number [REDACTED]

Secure Flight Information on File

Known Traveler # (optional) [REDACTED] Redress # (optional) [REDACTED]

My company is a corporate rewards program member

Learn more on eligible corporate rewards programs, Delta SkyBonus®, Air France/KLM BlueBiz®, Aeromexico Club Premier Corporate or GOL VoeBiz.

Contact Info

Edit

You will receive flight and mishandled baggage notifications via the contact information entered above.

Upgrade Request

Request Upgrade for First Class  Request Upgrade for Delta Comfort+®

Customize your upgrade preferences in My Trips.

Save Preferences to Profile

Payment

[Use eCredits](#) [Use other forms of payment](#)

My Wallet (2)

Randolph Dupont

All fields are required unless noted

Saved Cards

[REDACTED]  + Add new card

Earn up to an additional 2 miles per dollar on this purchase when you use your Delta SkyMiles Credit Card. [Terms and Conditions](#)

Add a Delta Gift Card

All fields required.

BWI TAXI MANAGEMENT, INC.  
BALTIMORE/WASHINGTON  
INTERNATIONAL AIRPORT  
MARYLAND...21240

410-859-1100  
410-859-1102  
Operator of



<sup>2</sup>  
BWI 26964-095  
AIRPORT CAB

RECEIVED FROM:

NAME DUPONT

TRANSPORTATION TO MARriott REnaissance

DATE 12/17/19 20  

CAB NO. 377 -

Chauffeur JC

METER FARE		
BAGGAGE		
TOLLS		
OTHER		
TIP		
TOTAL		45.00

Please refer to rate schedules in each taxicab. Should you have any questions regarding lost articles or service, please call BWI Taxi Management, Inc. (410-859-1102) or the Maryland Aviation Administration (410-859-7033). Thank you

3A

# Top Level Sedans, LLC

Private Sedan Service  
301/437-5163

DATE 11/22/2019 PRICE \$ 20<sup>00</sup>  
*11/21/19*

PICK-UP MARRIOTT WATERFRONT

DESTINATION COPPIN STATE UNIVERSITY

DRIVER'S NAME SHAN PERSAUD

TIME BEGIN 7:15 AM TIME FINISHED 7:45 AM TIME WAITING \_\_\_\_\_  
*7:15* *7:45 AM* *7:45 AM*

Thank You

3B

# Top Level Sedans, LLC

Private Sedan Service  
301/437-5163

DATE 11/21/19 PRICE \$ 18<sup>00</sup>

PICK-UP COPPIN STATE UNIVERSITY

DESTINATION FOOD MARKET RESTAURANT

DRIVER'S NAME SHAN PERSAUD

TIME BEGIN 5:30 PM TIME FINISHED 6:15 PM TIME WAITING \_\_\_\_\_

Thank You

4A

# Top Level Sedans, LLC

Private Sedan Service  
301/437-5163

DATE 12/19/19 PRICE \$ 45<sup>00</sup>

PICK-UP MARriott Renaissance

DESTINATION AIRPORT

DRIVER'S NAME SHAN PORSMID

TIME BEGIN 11:00 AM TIME FINISHED 12:30 PM TIME WAITING \_\_\_\_\_

Thank You

4B

FAST, FRIENDLY AND PROFESSIONAL SERVICE



**METRO CAB & ADVANTAGE CAB**

901-322-2222  
Text Address to 901-235-8222 RideMemphis.com

DRIVER Robert CAB # 47

DATE 12/19/19 TOTAL AMOUNT \$ 40.00

**Renaissance Baltimore Harborplace Hotel**

202 East Pratt Street  
Baltimore, MD 21202 US  
+1 410-547-1200

**Summary of Charges**

**Guest Information**      RANDOLPH DUPONT      **Dates of Stay**      12/17/2019 - 12/19/2019  
[REDACTED]      [REDACTED]      **Room number**      [REDACTED]  
[REDACTED]      [REDACTED]      **Guest number**      [REDACTED]  
[REDACTED]      [REDACTED]      **Member Number**      [REDACTED]  
[REDACTED]      [REDACTED]      **Group Number**      [REDACTED]

Date	Description	Reference	Charges	Credits
12/17/2019	TELECOMM	FREEHSIA	0.00	
12/17/2019	GOVT	9100, 1	119.00	
12/17/2019	STATE TX	9100, 1	7.14	
12/17/2019	CITY TAX	9100, 1	11.31	
12/17/2019	TOURTAX	9100, 1	2.38	
12/18/2019	GOVT	9100, 1	119.00	
12/18/2019	STATE TX	9100, 1	7.14	
12/18/2019	CITY TAX	9100, 1	11.31	
12/18/2019	TOURTAX	9100, 1	2.38	
12/18/2019	TELECOMM	FREEHSIA	0.00	
12/19/2019	CCARD-AX			279.66
<b>Total balance</b>				<b>0.00 USD</b>

**Important information**

*NOTE*

*rate reduced 11/16/19 available  
rate of 263.34*

**Authenticity of Hotel Bills**

Marriott retains official records of all charges and credits to your account and will honor only these records.

**Privacy**

Your privacy is important to us. For full details, please view our [Privacy Statement](#).

**Credit of Marriott Bonvoy Points**

After a stay, it may take up to seven days for Marriott Bonvoy points to be credited to your account.

Questions about your bill? Please contact your hotel directly at +1 410-547-1200

Clear

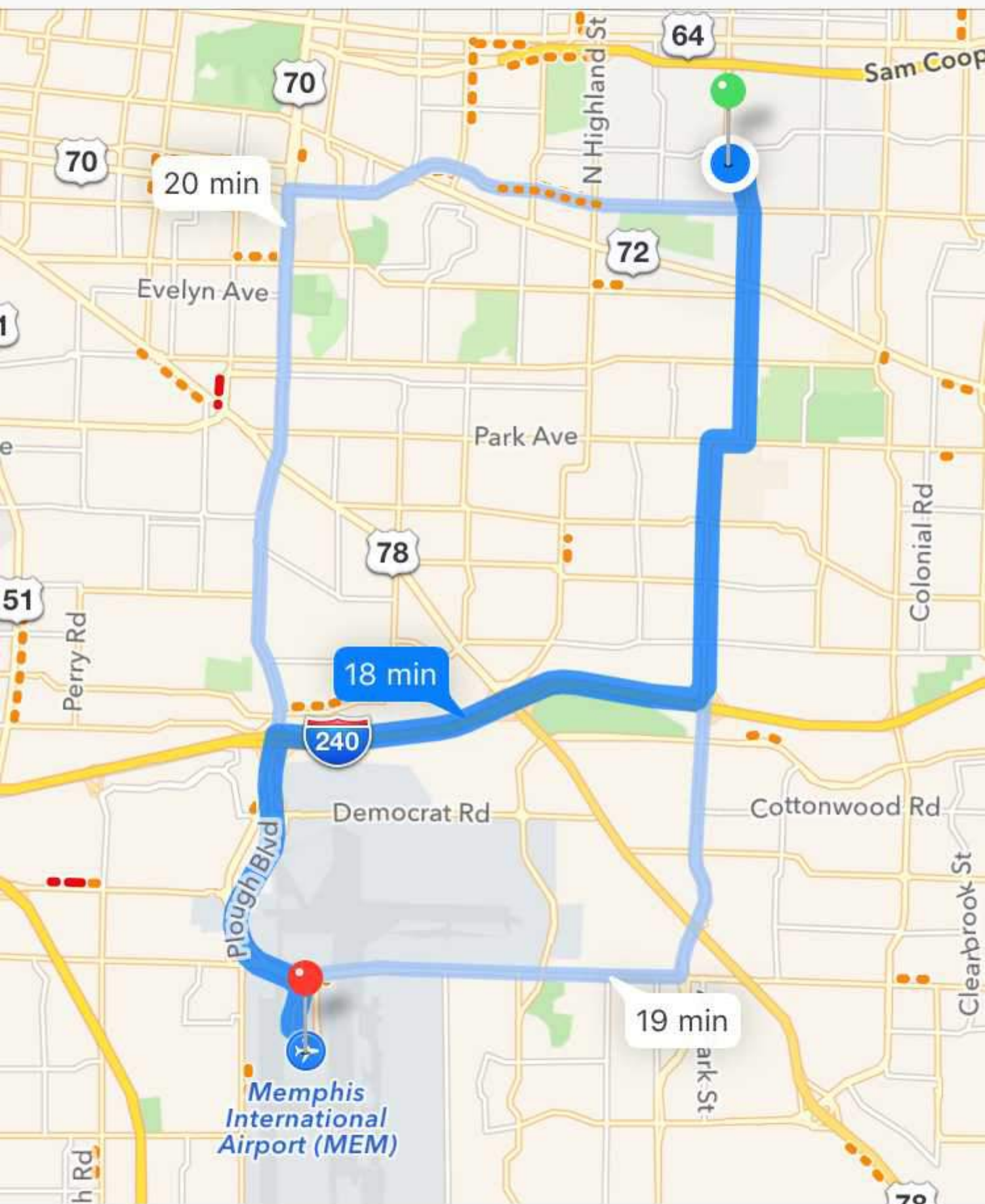
To Memphis International Airport



Drive

Walk

Transit



18 minutes

10 mi · I-240 W

Details



Start



<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202		INSTRUCTIONS 1. Complete the blue box to the left first. This will cause month and rate information to populate the 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled." 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-re 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.
INVOICE FOR MONTH OF:	<u>December</u>	
INVOICE SUBMITTED BY:	Bowman	
DATE SUBMITTED:	1/5/2020	
YEAR:	2020	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.

**Sample Description:**  
 Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.

TIME							
Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 235.00	\$ -		
December	2	Initiated/reviewed/responded to 8 messages ref moving deadlines and informal debrief.	0.5	\$ 235.00	\$ 117.50		
December	3	Initiated/reviewed/responded to 11 messages ref Training call, training plans, PIB weekly report, moving deadlines, admin hearing board training and CDIU newsletter.	1	\$ 235.00	\$ 235.00		
December	4			\$ 235.00	\$ -		
December	5	Initiated/reviewed/responded to 17 messages ref SSA/FIP II External Pilot 1 & 2, moving deadlines, Amendment to SSA Policy Suite I, SSA/FIP II eLearnings, and Sexual Assault Investigator Training.	1.5	\$ 235.00	\$ 352.50		
December	6	Reviewed/responded to 16 messages ref Amendment to SSA Policy Suite I, CSP Pilot Program Proposal, and Moving deadlines.	2.7	\$ 235.00	\$ 634.50		
December	7			\$ 235.00	\$ -		
December	8			\$ 235.00	\$ -		
December	9			\$ 235.00	\$ -		
December	10			\$ 235.00	\$ -		



INVOICE

December	11	Initiated/reviewed/responded to 25 messages including Amendment to SSA Policy Suite I, Proposed BWC Policy for Public Comment, Final Retention Plan, SSA/FIP II eLearnings, and Moving deadlines.	2.8	\$	235.00	\$	658.00
December	12			\$	235.00	\$	-
December	13	Initiated/reviewed/responded to 23 messages ref Policy 1018, Quality of Life- Core Legal Elements, Posted for Public Comment: BWC Policy & eLearning, Amendment to SSA Policy Suite I, and SSA/FIP II eLearnings.	1.9	\$	235.00	\$	446.50
December	14	Compiled and submitted draft SSA component of Fourth Semi-annual report	4.4	\$	235.00	\$	1,034.00
December	15			\$	235.00	\$	-
December	16			\$	235.00	\$	-
December	17			\$	235.00	\$	-
December	18			\$	235.00	\$	-
December	19	Initiated/reviewed/responded to 14 messages ref First Amendment Report, SSA/FIP II External Pilot 1, POSTED FOR PUBLIC COMMENT: PIB Intake Manual, Policy 1018, Quality of Life- Core Legal, and CDIU Newsletter.	1.5	\$	235.00	\$	352.50
December	20	Prepared for and participated in call with MT and DOJ ref SSA III policies. Reviewed/responded to 7 messages ref Final Retention Plan, Policy 1018, Quality of Life- Core Legal Elements, and 3d year monitoring plan.	2.7	\$	235.00	\$	634.50
December	21			\$	235.00	\$	-
December	22			\$	235.00	\$	-
December	23	Prepared for and participated in biweekly policy call. Reviewed/responded to 15 messages ref Training call dates, SSA/FIP II Public Comment Received: 11/22 - 12/21, First Amendment Report, and media reports.	2.1	\$	235.00	\$	493.50
December	24			\$	235.00	\$	-
December	25			\$	235.00	\$	-
December	26			\$	235.00	\$	-
December	27	Initiated/reviewed/responded to 12 messages ref Master Training plan, training call, Policy 1018, Quality of Life- Core Legal Elements, Final Retention Plan, Comments on the Draft Training Curriculum, media reports, and meeting with the court.	1	\$	235.00	\$	235.00
December	28			\$	235.00	\$	-
December	29			\$	235.00	\$	-
December	30	Reviewed/responded to 6 messages ref Policy 1018, Quality of Life- Core Legal Elem, and media reports (0.5).	0.5	\$	235.00	\$	117.50
December	31	Reviewed/responded to 4 messages ref BPD - Quality of Life Policies (SSA Suite III), training call and media reports.	0.5	\$	235.00	\$	117.50
			23.1	<b>TOTAL:</b>	<b>\$</b>	<b>5,428.50</b>	0





Baltimore Consent Decree Monitor  
INVOICE

				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
<b>TOTAL:</b>				\$	-

<b>Subtotal Time:</b>	\$	5,428.50
<b>Subtotal Expenses:</b>	\$	-
<b>TOTAL:</b>	\$	5,428.50

**Unbilled Hours** 0.00

Your initials here signify that the charges on this invoice are accurate: **INITIALS**  
TLB

<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.	<b>INSTRUCTIONS</b>	
<b>INVOICE FOR MONTH OF:</b>	<u>December</u>		1. Complete the blue box to the left first. This will cause month and rate information to populate the	
<b>INVOICE SUBMITTED BY:</b>	Maxey		2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.	
<b>DATE SUBMITTED:</b>	1/3/2020		3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled."	
<b>YEAR:</b>	2019	4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-re		
		5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab.		
		6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it.		
		7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.		

**Sample Description:**  
*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

TIME								
Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours	
December	2	MT call w/Nadeau; prep; follow-up	1.3	\$ 235.00	\$ 305.50			
December	4	Review data summaries for OPR cases	1.3	\$ 235.00	\$ 305.50			
December	5	Review SSA suite, Policy 1112	0.3	\$ 235.00	\$ 70.50			
December	6	PIB manual call with parties	1.8	\$ 235.00	\$ 423.00			
December	8	Review OPR spreadsheet	1.2	\$ 235.00	\$ 282.00			
December	11	Review OPR spreadsheet	2.7	\$ 235.00	\$ 634.50			
		Call with M.Barge and G. Wasileski re: PIB assessment; review survey monkey system/read comments; read updated PIB manual.						
December	16	Call and review of PIB intake; document compare versions	0.8	\$ 235.00	\$ 188.00			
December	18	Review of OPR data set/call with Gabriella	0.8	\$ 235.00	\$ 188.00			
December	20	Review SSA policies; call with MT/DOJ re: SSA policies	1.5	\$ 235.00	\$ 352.50			
December	22	Review OPR assessment results; code narratives; review notes on methodology/parties agreement; draft structure of report	3.9	\$ 235.00	\$ 916.50			
December	23			\$ 235.00	\$ -	Begin drafting OPR report	4	
			15.6	<b>TOTAL:</b>	<b>\$ 3,666.00</b>			4





Baltimore Consent Decree Monitor  
INVOICE

				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
<b>TOTAL:</b>				\$	-

<b>Subtotal Time:</b>	\$	<b>3,666.00</b>
<b>Subtotal Expenses:</b>	\$	-
<b>TOTAL:</b>	\$	<b>3,666.00</b>

**Unbilled Hours** 4.00

Your initials here signify that the charges on this invoice are accurate:

**INITIALS**

BGM



<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202		<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and rate information to populate the 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled." 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-re 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.	
INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.	
INVOICE SUBMITTED BY:	CMPI (BCMC – Kelly)		
DATE SUBMITTED:	1/4/2020		
YEAR:	2019		

**Sample Description:**  
*Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.*

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 235.00	\$ -		
December	2			\$ 235.00	\$ -		
December	3	Tabled at the 4th Annual Coats and Clinics event sponsored by Maryland Legal Aid, Macy's and hosted by St. Peter Claver Executive Committee in Partnership with the Western District NSU.	2.5	\$ 235.00	\$ 587.50	Monitor Team Check-in call	0.6
December	4			\$ 235.00	\$ -		
December	5			\$ 235.00	\$ -		
December	6			\$ 235.00	\$ -		
December	7			\$ 235.00	\$ -		
December	8			\$ 235.00	\$ -		
December	9			\$ 235.00	\$ -		
December	10			\$ 235.00	\$ -	Monitor Team Check-in call	0.7
December	11	Attended CTRC meeting at Police HQ where the Committee reviewed portions of the SSA?FIP training curriculum. Seth Rosenthal was also present for this session	2.6	\$235	\$ 611.00		

December	12	Attended a meeting organized by CJSJ(Campaign for Justice, Safety and Jobs) at Douglass Memorial Church to review expectations for the community policing plan and the overall community engagement efforts from all parties of the consent debree. Multiple members of the Department of Justice CRT team were in attendance, multiple neighborhood liaisons from the monitoring team, Darnyle, Seth and Myself as well as Paul Mancirelli from CDIU. Organizational Leadership from the ACLU, NAACP-LDF, CASA, CPP, BLOC, SURJ, JUFJ, Making Changes, Equity Matters and HOPE were present to represent the CJSJ.	2.2	\$	235.00	\$	517.00
December	13			\$	235.00	\$	-
December	14			\$	235.00	\$	-
December	15			\$	235.00	\$	-
December	16	Tabled at the Druid Hieghts CDC, Re-Entry fair coordinated in Partnership with Sgt. Robert Horne and the Behind the walls program and the Central District NSU./ Neighborhood Liaison meeting at BCMC	3.4	\$	235.00	\$	799.00
December	17	Attended, was introduced and handed out literature at the "Can we Talk" Lessons from the Streets event organized by the office of Civil Rights and Wage enforcement in the North West District, Peanut King was the keynote. There weere about 35-40 residents in attendance.	1.3	\$	235.00	\$	305.50
December	18			\$	235.00	\$	-
December	19	Presented at the Mayors Call to Action Breakfast for Grassroots Organizers	1.3	\$	235.00	\$	305.50
December	20			\$	235.00	\$	-
December	21			\$	235.00	\$	-
December	22			\$	235.00	\$	-
December	23			\$	235.00	\$	-
December	24			\$	235.00	\$	-
December	25			\$	235.00	\$	-
December	26			\$	235.00	\$	-
December	27	Presented and tabled at the Mathew Henson CDC Kwanzaa Celebration. Focus was UJIMA, collective work. Agencies and Organizations were present to speak on how residents could be involved in making their neighborhoods cleaner and safer. Sadly the focus of this meeting turned the corner into politics as groups spoke on the importance of voting and multiple political candidates were in attendance.	2.8	\$	235.00	\$	658.00
December	28			\$	235.00	\$	-
December	29			\$	235.00	\$	-
December	30			\$	235.00	\$	-
December	31			\$	235.00	\$	-

	16.1	<b>TOTAL:</b>	<b>\$ 3,783.50</b>	1.3
--	------	---------------	--------------------	-----





Baltimore Consent Decree Monitor  
INVOICE

				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
<b>TOTAL:</b>				\$	<b>38.73</b>

<b>Subtotal Time:</b>	\$	<b>3,783.50</b>
<b>Subtotal Expenses:</b>	\$	<b>38.73</b>
<b>TOTAL:</b>	\$	<b>3,822.23</b>

**Unbilled Hours** 1.30

Your initials here signify that the charges on this invoice are accurate: **INITIALS**  
RK



**Brianna Munoz**

---

**From:** Darnyle Wharton <darnyle.wharton@bpdmonitor.com>  
**Sent:** Wednesday, December 18, 2019 9:38 AM  
**To:** Brianna Munoz  
**Subject:** NL Meeting Attendees

- Darnyle Wharton
- Ray Kelly
- Seth Rosenthal
- Ken Thompson
- Wanda Watts
- Howard Roberts
- Melva Dunaway
- Magdalena Tsiongas
- Alvonia Allen
- Kassie Boykin
- Kenji Jackson
- Pam Curtis

--  
In community,

Darnyle K. Wharton  
Community Engagement Coordinator  
Consent Decree Monitoring Team  
[www.bpdmonitor.com](http://www.bpdmonitor.com)  
410-746-0167





<b>Baltimore Consent Decree Monitor</b> 750 E. Pratt, Ste 900 Baltimore, MD 21202			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below. 3. You may not bill more than eight (8) hours in a day, even if you work more than eight (8) hours in a day, which you inevitably will. Leadership must authorize more than eight hours billed in a day, itemized, but will do so sparingly. All time above 8 hours in a day should be reflected as "unbilled." 4. You may <b>NOT</b> bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-reimbursable. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. 6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it. 7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.
	<b>INVOICE FOR MONTH OF:</b> <u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.	
	<b>INVOICE SUBMITTED BY:</b> CMPI (BCMC)- Darnyle Wharton		
	<b>DATE SUBMITTED:</b> 1/6/2020		
	<b>YEAR:</b> 2019		

**Sample Description:**  
 Prepare for and attend meeting with BPD North Division DC; prepare checklist for review of in-service training; meet with Ms. Williams re changes to compliance matrix; copied use of force reports; reviewed UNDF reports 1123454 and 1123455.

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 75.00	\$ -		
December	2	Checked and answered emails. Canvassed in Southeast district.	3	\$ 75.00	\$ 225.00		
December	3	Attended weekly conference call with CE Team. Canvassed in Northern district	2.5	\$ 75.00	\$ 187.50		
December	4	Made NL visit to Eastern district NL. Canvassed in Eastern district	3.5	\$ 75.00	\$ 262.50		
December	5	Made NL visit to Southern and western districts. Canvassed in Western district.	3.5	\$ 75.00	\$ 262.50		
December	6	Made NL visits to Northeast and Central districts. Canvassed in central district. Collected all of the NL invoices for November and submitted them.	5	\$ 75.00	\$ 375.00		
December	7			\$ 75.00	\$ -		
December	8			\$ 75.00	\$ -		
December	9	Checked and answered emails. Canvassed in Northern district.	3.5	\$ 75.00	\$ 262.50		
December	10	Attended weekly conference call with CE Team. Canvassed in Southeastern district	3.5	\$ 75.00	\$ 262.50		
December	11	Made NL visit to Eastern district NL. Canvassed in Eastern district.	3.5	\$ 75.00	\$ 262.50		
December	12	Made visits to Western, Southwest, Northwest, and Southern districts. Attended CJSJ community meeting with BPD and DOJ. Canvassed in NW, West, SW and NW districts.	7	\$ 75.00	\$ 525.00		
December	13	Made NL visits to Northeast and Central districts. Canvassed in central district.	5	\$ 75.00	\$ 375.00		
December	14			\$ 75.00	\$ -		

Name:

Weekly Log

September 17th - 28th '18

December	15		\$	75.00	\$	-
December	16	Checked and answered emails. Prepared for and facilitated monthly NL meeting.	4	\$ 75.00	\$	300.00
December	17		\$	75.00	\$	-
December	18	Made NL visit to Eastern District. Canvassed Eastern District.	2.5	\$ 75.00	\$	187.50
December	19	Posted to social media about public comment periods for upcoming policies and drafts. Made NL visit to SW, NW, and West.	3.5	\$ 75.00	\$	262.50
December	20		\$	75.00	\$	-
December	21		\$	75.00	\$	-
December	22		\$	75.00	\$	-
December	23	Worked on flyer for January's quarterly forum. Checked and answered email. Attended community meeting with Bmore Healthy Babies and talked about progress of CD	3	\$ 75.00	\$	225.00
December	24		\$	75.00	\$	-
December	25		\$	75.00	\$	-
December	26		\$	75.00	\$	-
December	27		\$	75.00	\$	-
December	28		\$	75.00	\$	-
December	29		\$	75.00	\$	-
December	30	Canvassed Western district with flyers. Checked and answered email.	4	\$ 75.00	\$	300.00
December	31	Attended CE Team call. Worked on monthly invoices for liasions.	3	\$ 75.00	\$	225.00
			60	<b>TOTAL:</b>	\$	<b>4,500.00</b>
						0





<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Alvonia Allen	
	DATE SUBMITTED:	1/1/2020	
	YEAR:	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00			
December	3			\$ 20.00	\$ -		
December	4			\$ 20.00	\$ -		
December	5	Weekly engagement Engagement Ssite at the Pratt Library	2.5	\$ 20.00	\$ 50.00		
December	6			\$ 20.00	\$ -		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00			
December	9			\$ 20.00	\$ -		
December	10			\$ 20.00	\$ -		
December	11	printed and collated association onformation and monthly news letters from Darnyle for use at engagement site	1	\$ 20.00	\$ 20.00		
December	12	Attended weekly engagement site at the Pratt Library . Attened the CJSJ Community Policing Meeting	4	\$ 20.00	\$ 80.00		
December	13			\$ 20.00	\$ -		
December	14			\$ 20.00	\$ -		
December	15			\$ 20.00			
December	16	Attended Montly NL Meeting	2	\$ 20.00	\$ 40.00		

December	17				\$	-	
December	18	Contacting city hall via emails and phone for info on CRC Meetings	2	\$	20.00	\$	40.00
December	19	Weekly engagement Engagement Ssite at the Pratt Library	2	\$	20.00	\$	40.00
December	20			\$	20.00	\$	-
December	21			\$	20.00	\$	-
December	22			\$	20.00	\$	-
December	23			\$	20.00	\$	-
December	24			\$	20.00	\$	-
December	25			\$	20.00	\$	-
December	26	Weekly engagement Engagement Ssite at the Pratt Library	2.5	\$	20.00	\$	50.00
December	27			\$	20.00	\$	-
December	28			\$	20.00	\$	-
December				\$	20.00	\$	-
December	30			\$	20.00	\$	-
December	31			\$	20.00	\$	-
			16	<b>TOTAL:</b>	\$	<b>320.00</b>	0







<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218		<p><b>INSTRUCTIONS</b></p> <p>1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.</p> <p>2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.</p> <p>3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.</p> <p>5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting to</p> <p>6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.</p>
INVOICE FOR MONTH OF:	<u>December</u>	
INVOICE SUBMITTED BY:	Howard Roberts	
DATE SUBMITTED:	1/6/2020	
YEAR:	2019	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1						
December	2	Visited most active senior center in Eastern district ... distributed brochures to 10 seniors gathered ... left 15 brochures in lobby	2	\$ 20.00	\$ 40.00		
December	3	Attended activity at Zion Baptist ... familiar faces ... did speak to 3 new attendees ... left 10 brochures in church hall	1	\$ 20.00	\$ 20.00		
December	4	At ESCAC ... did distribute 10 brochures ... did speak briefly to 10 to 12 gathered ... restocked after gathering .	2	\$ 20.00	\$ 40.00		
December	5	Revisited Broadway Treatment center on Broadway and at Dee's Place on Wolf street ... spoke to 10 to 12 as sessions ended	1	\$ 20.00	\$ 20.00		
December	6			\$ 20.00	\$ -		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9			\$ 20.00	\$ -		
December	10	Did visit Monthly Food Pantry program ... big crowd ... distributed 30 plus brochures	2	\$ 20.00	\$ 40.00		
December	11	Did drive -by on Caroline, Greenmount, Ensor and North aves. ... dropped in on the churches that had mail slots ... then did tabling at ECAC ... Left restocked bulletin board ... distributed 5-10 brochures ... gave short overviews to group gathered	2	\$ 20.00	\$ 40.00		

December	12		\$	20.00	\$	-
December	13		\$	20.00	\$	-
December	14		\$	20.00	\$	-
December	15		\$	20.00	\$	-
December	16	Did drop off at Humanium, Southern Baptist , Metropolitan and Knox Presbyterian	1	\$ 20.00	\$	20.00
December	17	Visited St. Vincent DePaul Headstart ... dropped 15 brochures	1	\$ 20.00	\$	20.00
December	18	Did tabling at ECAC ... revisited the market on Monument afterwards ... handed out 10-15 brochures , left another 5 at a few food stations ... Place was packed ... good day.	2	\$ 20.00	\$	40.00
December	19		\$	20.00	\$	-
December	20		\$	20.00	\$	-
December	21		\$	20.00	\$	-
December	22		\$	20.00	\$	-
December	23		\$	20.00	\$	-
December	24		\$	20.00	\$	-
December	25					
December	26		\$	20.00	\$	-
December	27	Drive by at Madison Square ... saw group entering ... enteredwith them and passed out 10 brochures ... left 15 in lobby.	1	\$ 20.00	\$	20.00
December	28		\$	20.00	\$	-
December	29		\$	20.00	\$	-
			15	<b>TOTAL:</b>	\$	<b>300.00</b>
						0





<b>TOTAL:</b>	<b>\$</b>	<b>325.00</b>
<b>Unbilled Hours</b>		0.00

Your initials here signify that the charges on this invoice are accurate:	<b>INITIALS</b> HR
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<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Boykins	
	DATE SUBMITTED:	12/26/2019	
	YEAR:	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00	\$ -		
December	3			\$ 20.00	\$ -		
December	4			\$ 20.00	\$ -		
December	5	Encountered a few new visitors during this week's engagement. Finding tht a lot of people are inquiring for health and resources, as opposed to BPD and how their voices can be heard and/or how they can get involved. I am keeping hope alive. Was also graced by a visit from my Team Lead Mr. Wharton; who engaged with visitors and provided necessary information both verbal and tangible.	2.5	\$ 20.00	\$ 50.00		
December	6			\$ 20.00	\$ -		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9			\$ 20.00	\$ -		
December	10			\$ 20.00	\$ -		
December	11			\$ 20.00	\$ -		

December	12	(1) Food Pantry-The participants are random and based on need. Whomever the recipient-after their food inquiry is made and fulfilled, I then introduce myself(when applicable) and provide them with information. Oftentimes if the bags are not prepared, I engage in conversation in the interim. (2) Soup Kitchen -There were a couple of new faces this week, coupled with a few questions. Positive engagement and conversations which reveals that most folk are grappling with trying to maintain a respectable standard of living without any additional stress in this culture of violence and classism. (3) Dialog/Brainstorming session with various agencies focused on interest and concern focused on educating residents and spreading the word regarding the Consent Decree and its many aspects. Stemming from the conversation, I submized that it seems as though, some want to delay doing what is imperative to educate the community and police officers. I truly do not feel a sense of urgency. My colleagues and I are not sitting idle in this role, despite results of a CASA survey suggests. Considering our limited resources,, it is my contention that we have reached more citizens than BPD has even attempted; and therein lies the problem.	6.5	\$	20.00	\$	130.00
December	13			\$	20.00	\$	-
December	14			\$	20.00	\$	-
December	15			\$	20.00	\$	-
December	16			\$	20.00	\$	-
December	17			\$	20.00	\$	-
December	18			\$	20.00	\$	-
December	19	This was a special day, in that in addition to serving our Annual Christmas Meal, I partnered in my role as Evangelization Director - with another ministry and distributed coats and accessories at my table. New Recipients took CD info, amidst browsing and conversing. Overall success on both entities.	3	\$	20.00	\$	60.00
December	20			\$	20.00	\$	-
December	21			\$	20.00	\$	-
December	22			\$	20.00	\$	-
December	23	This was the last pantry until the 6th of January, 2020. Have to get the info out there by any means necessary. It was comfortable weather, perfect for outdoor engagement. I was there for another meeting thereafter, so it all worked out.	3	\$	20.00	\$	60.00
December	24			\$	20.00	\$	-
December	25			\$	20.00	\$	-
December	26			\$	20.00	\$	-
December	27			\$	20.00	\$	-

December	28		\$	20.00	\$	-
December	29		\$	20.00	\$	-
December	30		\$	20.00	\$	-
December	31		\$	20.00	\$	-
			15	<b>TOTAL:</b>	\$	<b>300.00</b>
						0







<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Jackson	
	DATE SUBMITTED:	1/5/2019	
	YEAR:	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00	\$ -		
December	3			\$ 20.00	\$ -		
December	4			\$ 20.00	\$ -		
December	5			\$ 20.00	\$ -		
December	6	Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community members about consent decree and distributed CD Brochure	2	\$ 20.00	\$ 40.00		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9			\$ 20.00	\$ -		
December	10			\$ 20.00	\$ -		
December	11			\$ 20.00	\$ -		
December	12			\$ 20.00	\$ -		
December	13	Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community members about consent decree and distributed CD Brochure	2	\$ 20.00	\$ 40.00		
December	14			\$ 20.00	\$ -		
December	15			\$ 20.00	\$ -		
December	16	Monthly NL Staff Meeting	1.5	\$ 20.00	\$ 30.00		

December	17		\$	20.00	\$	-
December	18	Talked about Consent decree with community fatherhood panel. R House Eatery.	2.5	\$	20.00	\$ 50.00
December	19		\$	20.00	\$	-
December	20	Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community members about consent decree and distributed CD Brochure	2	\$	20.00	\$ 40.00
December	21		\$	20.00	\$	-
December	22		\$	20.00	\$	-
December	23		\$	20.00	\$	-
December	24		\$	20.00	\$	-
December	25		\$	20.00	\$	-
December	26		\$	20.00	\$	-
December	27	Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community members about consent decree and distributed CD Brochure	2	\$	20.00	\$ 40.00
December	28		\$	20.00	\$	-
December	29		\$	20.00	\$	-
December	30		\$	20.00	\$	-
December	31		\$	20.00	\$	-
			12	<b>TOTAL:</b>	<b>\$</b>	<b>240.00</b>
						0





<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Tsiongas	
	DATE SUBMITTED:	12/3/2019	
	YEAR:	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00	\$ -		
December	3			\$ 20.00	\$ -		
December	4			\$ 20.00	\$ -		
December	5			\$ 20.00	\$ -		
December	6			\$ 20.00	\$ -		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9			\$ 20.00	\$ -		
December	10			\$ 20.00	\$ -		
December	11			\$ 20.00	\$ -		
December	12	CJSJ Consent Decree Meeting with DOJ, CDMT and BPD. CJSJ expressed concerns about commenting periods and keeping community engaged and updated about CD process.	3	\$ 20.00	\$ 60.00		
December	13			\$ 20.00	\$ -		
December	14			\$ 20.00	\$ -		
December	15			\$ 20.00	\$ -		

December	16	Attended monthly CDMT NL Meeting with lead monitors	3	\$	20.00	\$	60.00
December	17			\$	20.00	\$	-
December	18			\$	20.00	\$	-
December	19			\$	20.00	\$	-
December	20			\$	20.00	\$	-
December	21			\$	20.00	\$	-
December	22			\$	20.00	\$	-
December	23			\$	20.00	\$	-
December	24			\$	20.00	\$	-
December	25			\$	20.00	\$	-
December	26			\$	20.00	\$	-
December	27			\$	20.00	\$	-
December	28			\$	20.00	\$	-
December	29			\$	20.00	\$	-
December	30			\$	20.00	\$	-
December	31			\$	20.00	\$	-
			6	TOTAL:	\$	120.00	0







Baltimore Community Mediation Center 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Dunaway	
	DATE SUBMITTED:	1/6/2020	
	YEAR:	2019	

*Sample Description:*  
 Attend Howard Park Civic Association meeting

TIME								
Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours	
December	1			\$ 20.00	\$ -			
December	2			\$ 20.00	\$ -			
December	3			\$ 20.00	\$ -			
December	4			\$ 20.00	\$ -			
December	5	Attended my Weekly tabling at the library and participated in Community outreach by handing out brochures	2	\$ 20.00	\$ 40.00			
December	6			\$ 20.00	\$ -			
December	7			\$ 20.00	\$ -			
December	8			\$ 20.00	\$ -			
December	9			\$ 20.00	\$ -			
December	10			\$ 20.00	\$ -			
December	11			\$ 20.00	\$ -			
December	12	Attended the CJSJ Meeting	2	\$ 20.00	\$ 40.00			
December	13			\$ 20.00	\$ -			
December	14			\$ 20.00	\$ -			
December	15			\$ 20.00	\$ -			
December	16	Attended the Monthly NL CD meeting	2	\$ 20.00	\$ 40.00			







<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	<b>INVOICE FOR MONTH OF:</b>	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	<b>INVOICE SUBMITTED BY:</b>	Roberts, M.	
	<b>DATE SUBMITTED:</b>	1/6/2020	
	<b>YEAR:</b>	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1		0	\$ 20.00	\$ -		
December	2		0	\$ 20.00	\$ -		
December	3		0	\$ 20.00	\$ -		
December	4		0	\$ 20.00	\$ -		
December	5		0	\$ 20.00	\$ -		
December	6		\$	20.00	\$ -		
December	7	Attended Weekly Outreach in library. There was good traffic flow in the library but not many people wanted to stop and talk about the consent decree. I was there for two hours.	2.5	\$ 20.00	\$ 50.00		
December	8		0	\$ 20.00	\$ -		
December	9		0	\$ 20.00	\$ -		
December	10		\$	20.00	\$ -		
December	11		0	\$ 20.00	\$ -		
December	12		0	\$ 20.00	\$ -		
December	13		\$	20.00	\$ -		
December	14	Attended my Weekly Outreach: Office Hours at Govans Library. There was good traffic again this Saturday morning. I was able to get more people to stop and talk to me including a professor from the Johns Hopkins School of Public	2.5	\$ 20.00	\$ 50.00		
December	15		\$	20.00	\$ -		

December	16		0 \$	20.00 \$	-
December	17		0 \$	20.00 \$	-
December	18		0 \$	20.00 \$	-
December	19		0 \$	20.00 \$	-
December	20	Attended my Weekly Outreach: Office Hours at Govans Library. I stayed until 2:00 PM because people kept coming in for story hour. Several of the afternoon parents stopped by the table. Most important Rev. Price the founder of HOPE Academy stopped by and he took 4 brochures to take back to his Church and school. Rev. Price talked for a while	3.5 \$	20.00 \$	70.00
December	21		0 \$	20.00 \$	-
December	22		0 \$	20.00 \$	-
December	23	Office Work: Reading Read through new staffing plan that was out for comment, worked to understand the shifts in workloads, also searched for additional information about the aerial surveillance program	2.5 \$	20.00 \$	50.00
December	24		0 \$	20.00 \$	-
December	25		\$	20.00 \$	-
December	26		0 \$	20.00 \$	-
December	27		0 \$	20.00 \$	-
December	28		0 \$	20.00 \$	-
December	29		0 \$	20.00 \$	-
December	30		0 \$	20.00 \$	-
December	31		0 \$	20.00 \$	-
<b>11 TOTAL:</b>			<b>\$</b>	<b>220.00</b>	<b>0</b>







<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Curtis	
	DATE SUBMITTED:	1/6/2020	
	YEAR:	2019	

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00	\$ -		
December	3			\$ 20.00	\$ -		
December	4			\$ 20.00	\$ -		
December	5			\$ 20.00	\$ -		
December	6			\$ 20.00	\$ -		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9	Attended Sinai Hospital responder meeting ( I spoke about the benefits of the Consent Decree Info 15 people	2	\$ 20.00	\$ 40.00		
December	10			\$ 20.00	\$ -		
December	11			\$ 20.00	\$ -		
December	12			\$ 20.00	\$ -		
December	13			\$ 20.00	\$ -		
December	14			\$ 20.00	\$ -		
December	15			\$ 20.00	\$ -		
December	16	Attended the Pimlico Race Track meeting and I gave out informative info for Community resources concerning the Consent Decree	3	\$ 20.00	\$ 60.00		

December	17		\$	20.00	\$	-
December	18	Attended a Community Event for the upcoming new community center ( for resources and safety awareness) 100 people	3	\$ 20.00	\$	60.00
December	19		\$	20.00	\$	-
December	20		\$	20.00	\$	-
December	21		\$	20.00	\$	-
December	22	Attended a Christmas event at langston hughes ( over 300 + people ) I spoke on the spike in crime and pass out the consent decree brochures	3	\$ 20.00	\$	60.00
December	23		\$	20.00	\$	-
December	24		\$	20.00	\$	-
December	25		\$	20.00	\$	-
December	26		\$	20.00	\$	-
December	27	Attended a kwanazaa Event... 300 + people. I spoke on the consent decree	3	\$ 20.00	\$	60.00
December	28		\$	20.00	\$	-
December	29		\$	20.00	\$	-
December	30		\$	20.00	\$	-
December	31		\$	20.00	\$	-
			14	<b>TOTAL:</b>	\$	<b>280.00</b>
						0





<b>Baltimore Community Mediation Center</b> 3333 Greenmount Avenue Baltimore, MD 21218			<b>INSTRUCTIONS</b> 1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet. 2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.  3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid. 5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting 6. Do not hesitate to call Shantay Guy at 410-900-9867 or Darnyle Wharton at 410-746-0167 with any questions.
	INVOICE FOR MONTH OF:	<u>December</u>	
	INVOICE SUBMITTED BY:	Watts	
	DATE SUBMITTED:	1/5/2020	
	YEAR:	2019	

Complete these four cells before starting spreadsheet. Rates and other info will self-populate.

*Sample Description:*  
Attend Howard Park Civic Association meeting

**TIME**

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
December	1			\$ 20.00	\$ -		
December	2			\$ 20.00	\$ -		
December	3	Meeting with Bolton Hill Community Assoc - 43 present and scheduled Jan 7, 2020 as presenter	2	\$ 20.00	\$ 40.00		
December	4			\$ 20.00	\$ -		
December	5			\$ 20.00	\$ -		
December	6	Attended my weekly Engagement at Nancy by SNAC - Engaged 5 people in dialogue about consent decree and showed how to access link to review policy and procedures to give their input	3	\$ 20.00	\$ 60.00		
December	7			\$ 20.00	\$ -		
December	8			\$ 20.00	\$ -		
December	9			\$ 20.00	\$ -		
December	10			\$ 20.00	\$ -		
December	11			\$ 20.00	\$ -		
December	12			\$ 20.00	\$ -		
December	13	Facilitated my weekly Engagement at Nancy by SNAC	3	\$ 20.00	\$ 60.00		
December	14	Hosted my show, The Wattsline on WOLB - Gave small bit of history of Consent Decree	1	\$ 20.00	\$ 20.00		
December	15			\$ 20.00	\$ -		

December	16	Monthly NL Meeting - Good discussion about how we should proceed in 2020	1	\$	20.00	\$	20.00
December	17			\$	20.00	\$	-
December	18			\$	20.00	\$	-
December	19			\$	20.00	\$	-
December	20	Attended my weekly Engagement at Nancy by SNAC	2	\$	20.00	\$	40.00
December	21			\$	20.00	\$	-
December	22			\$	20.00	\$	-
December	23			\$	20.00	\$	-
December	24			\$	20.00	\$	-
December	25			\$	20.00	\$	-
December	26			\$	20.00	\$	-
December	27	Attended my weekly Engagement at Nancy by SNAC.	2	\$	20.00	\$	40.00
December	28	Talked about the consent decree on my radio show, The Wattsline on WOLB	1	\$	20.00	\$	20.00
December	29			\$	20.00	\$	-
December	30			\$	20.00	\$	-
December	31			\$	20.00	\$	-
			15	<b>TOTAL:</b>	<b>\$</b>	<b>300.00</b>	0





