

Seth A. Rosenthal

T 202.344.4741

F 202.344.8300

sarosenthal@venable.com

March 24, 2020

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

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

Cynthia Coe
Maureen Johnston
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 – February 2021 Invoice*

This document, including attachments, is the invoice of the Baltimore Police Monitoring Team (“Team”) for services performed and expenses incurred in February 2021.

Narrative Summary

This invoice accounts for time worked from February 1 – February 28, 2021 by Team members Ken Thompson, Seth Rosenthal, Charles Ramsey, Theron Bowman, Randy Dupont, Brian Maxey, Hassan Aden, Matthew Barge, Kevin Bethel, Jessica Drake (as both community engagement team member and executive assistant), Maggie Goodrich, Nola Joyce, Sean Smoot, Roberto Villasenor, Gabriela Wasileski, Katie Zafft, Ray Kelly, Darnyle Wharton and nine neighborhood liaisons.

Please note that Darnyle Wharton is being compensated for 60 hours of work and the nine neighborhood liaisons are each being compensated for a full 15 hours of work, even though the public health measures ordered by Maryland’s Governor in response to the coronavirus pandemic may have rendered them unable to work their full allotment of hours. The Monitoring Team believes it is important to continue to fully compensate Mr. Wharton and our dedicated liaisons during the

March 24, 2021

Page 2

pandemic, which is adversely affecting so many sectors of the economy. Mr. Wharton and the liaisons are doing what they can to engage community members in the midst of a public health crisis.

The sum of previously unbilled services and expenses reflected in this invoice is \$63,458.49. Of the time submitted in this invoice, 47.3 hours, or 10.6%, were *pro bono*, or unbilled and donated to the City of Baltimore. By recording 10.6% of its total time *pro bono*, and writing off certain expenses, the Team saved the City a total of \$16,563.50.

Work performed in February 2021 included:

- Community outreach and meetings between Monitoring Team members, including neighborhood liaisons, and community stakeholders, including by Facebook Live, and collaborate with BPD and DOJ re coordinated outreach
- Addressing Consent Decree requirements for a second community survey
- Virtual and telephonic meetings regarding Consent Decree requirements on stops/searches/arrests, use of force, 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; e-learning and/or in-class training curricula on impartial policing, First Amendment protected activity, community policing, field training officers, use of force, responses to reports of sexual assault, procedural justice, disclosure of exculpatory evidence, interactions with youth, and interactions with individuals with behavioral health disabilities and in crisis; and training curricula for Public Integrity Bureau investigators
- Work on revisions to BPD policies in the area of discipline and youth interactions
- Observing and evaluating training on behavioral health awareness and responses to sexual assault reports; Ethical Policing Is Courageous (EPIC) training; Collaborative Planning and Implementation Committee (CPIC) meetings; Performance Review Board meetings; and CompStat and RecruitStat meetings
- Conducting quantitative outcome assessments on sexual assault investigations and calls for service
- Qualitative compliance review on use of force for 2018-20
- Providing technical assistance to BPD's Public Integrity Bureau
- Providing technical assistance on implementation of technology reforms, including development of new Record Management System for documenting stops, searches and arrests
- Reviewing and providing technical assistance to BPD on its self-assessments and audits, including its assessment of arrest data, annual stop/search/arrest data analysis, officer safety

and wellness assessment, and methodology for assessing responses to First Amendment protected activity in 2020

- Addressing issues relating to interactions with individuals with behavioral health disabilities, including virtual meetings with CPIC, addressing behavioral health system deficiencies identified in an analysis of systemic needs (including the expansion of mobile crisis teams), examining policies affecting interactions with individuals with behavioral health disabilities and in crisis, reviewing training for dispatchers and 911 call-takers, and identifying data needed to properly assess BPD and City responses to crisis events
- Consulting BPD on implementing staffing, recruitment, hiring and retention plans
- Responding to scenes of police-involved shootings
- Finalizing Fourth-Year Monitoring Plan
- Meetings and communications with Judge Breidar 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

	Previously Billed (FY 2021)	February 2021 Billed	Fiscal YTD 2021 Billed
Services	\$754,931.00	\$63,179.00	\$818,110.00
Expenses	\$2,714.28	\$279.49	\$2,993.77
TOTAL Services and Expenses	\$757,645.28	\$63,458.49	\$821,103.77

FY2021 Budget¹	\$1,535,064.32
Funds Remaining in FY2021 Budget	\$713,960.55
Percentage of Funds Used in FY2021 Budget	53.49%
Fiscal 2021 YTD Value of pro bono Services	\$198,420.05

¹ The FY2021 Budget includes \$60,064.32 carried over from FY2020 Budget.

Breakdown of Billable Hours & Expenses

February	Total Hours	Billed Hours	Pro Bono Hours	Total Services Billed	Total Expenses Billed
Thompson	40.1	27.6	12.5	\$13,110.00	\$0.00
Rosenthal	26.0	15.8	10.2	\$7,505.00	\$0.00
Aden	36.8	32.8	4.0	\$7,708.00	\$0.00
Barge	6.0	5.4	0.6	\$1,269.00	\$279.49
Bethel	1.0	1.0	0.0	\$235.00	\$0.00
CJI: Wasileski	5.0	5.0	0.0	\$1,000.00	\$0.00
CJI: Zafft	16.0	16.0	0.0	\$2,160.00	\$0.00
Drake	3.3	3.3	0.0	\$775.50	\$0.00
Drake (Exec. Ass't)	4.0	4.0	0.0	\$150.00	\$0.00
Goodrich	5.5	5.5	0.0	\$1,292.50	\$0.00
Joyce	5.1	5.1	0.0	\$1,198.50	\$0.00
Ramsey	2.5	1.0	1.5	\$235.00	\$0.00
Smoot	6.2	6.2	0.0	\$1,457.00	\$0.00
Villasenor	18.9	15.1	3.8	\$3,548.50	\$0.00
Wharton	60.0	60.0	0.0	\$4,500.00	\$0.00
Neighborhood Liaisons	135.0	135.0	0.0	\$2,700.00	\$0.00
Kelly	11.5	8.9	2.6	\$2,091.50	\$0.00
Dupont	31.1	22.4	8.7	\$5,264.00	\$0.00
Bowman	16.9	16.9	0.0	\$3,971.50	\$0.00
Maxey	16.2	12.8	3.4	\$3,008.00	\$0.00
Total	447.1	399.8	47.3	\$63,179.00	\$279.49

Individual Invoices and Supporting Documentation

The remainder of this invoice includes the individual invoices of all Team members who submitted invoices for February 2021, as well as receipts for travel, transportation, accommodations, and expenses incurred for website development, and establishment of Team e-mail addresses.

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

March 24, 2021

Page 5

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.

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

Baltimore Consent Decree Monitor 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 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 NOT 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>February</u>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.			
	INVOICE SUBMITTED BY:	Thompson					
	DATE SUBMITTED:	3/17/2021					
	YEAR:	2021					

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
February	1	Continuation of telephone conference with R Dupont re: behavioral crisis response updates; prepare for and attend conference with Council President and council member re: Consent Decree updates; review PIB case updates; review police involved shooting report	2.6	\$ 475.00	\$ 1,235.00	Review request to modify Scheduling Order and reach out to relevant Monitoring Team members re: same; review S Rosenthal response to community member re Consent Decree data and reports	1
February	2	Review protocol with Court re: Significant Event Response and conference same with S. Sullivan; attend weekly Community Engagement meeting and conference with D Murphy re: BPD community outreach; review outline of propose BPD community engagement strategies received from R. Kelly	1.1	\$ 475.00	\$ 522.50	Review updates from R Kelly re: local control issues; review analysis from N Joyce re: issues with WORKDAY (Baltimore's new payroll system) and related materials	1.6
February	3			\$ 475.00	\$ -		
February	4	Telephone conference with the Court; S Sullivan and respond to the scene of a police involved shooting	2.4	\$ 475.00	\$ 1,140.00	Review staffing updates from DOJ; work on logistics for the February Monthly Meeting	1
February	5	Review Youth Policy 1202; review Duty To Intervene Policy; review Impartial Policing Compliance Criteria	1.2	\$ 475.00	\$ 570.00		
February	6			\$ 475.00	\$ -		
February	7			\$ 475.00	\$ -		
February	8	Review draft Press Release re: completion of Stop, Search and Arrest training; review BPD Hiring an Attrition Report; review police involved shooting report from 2/04/ incident; review draft Policy 1202 (Interactions With Youth); review communication from R Dupont re: calls for service data; review power point re: supervisory review of Internal Affairs Investigations	2	\$ 475.00	\$ 950.00	Review various media reports re: Cadet Screening Process and reach out to relevant team members re: same; work on logistics for next weeks monthly meeting	1.2
February	9	Attend weekly Community Engagement status meeting; review "Notification Memo" from S Sullivan; review used of force policy revisions	1.6	\$ 475.00	\$ 760.00		
February	10	Review Notification Memo and protocol; Review communications from R Dupont re: CPIC updates and evaluate in connection with relevant sections of GAP analysis	0.5	\$ 475.00	\$ 237.50	Review relevant sections of Mayor's Transition Report; work on logistics for next weeks monthly meeting	1.2
February	11	Meet with S. Smoot to provide update to media re: current assessment of BPD's psychological screening process; Review communications from State's Attorney's Office to CPIC members providing positive feedback re: BPD training and its impact on recent police interactions with individuals experiencing behavioral health issues; Review CPIC Data Subcommittee notes; Re-review use of force statistics	1.3	\$ 475.00	\$ 617.50	Review multiple media stories re: progress BPD is making in connection with the Consent Decree; continue working on logistics for next week's Monthly Meeting	0.7
February	12	Conference with M. Barge, S. Rosenthal and S. Smoot re: assessment issues; Review Weekly Intake Report	0.7	\$ 475.00	\$ 332.50	Telephone conference with H. Aden re: administrative updates; review media inquiries re: Consent Decree progress	1.2

Baltimore Consent Decree Monitor 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 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 NOT 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:	February	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Rosenthal	
	DATE SUBMITTED:	3/23/2021	
	YEAR:	2021	

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
February	1	Emails with BPD and DOJ re SSA/FIP II training certification; draft and send email responding to community members' questions re consent decree provisions; meeting with Councilmembers Mosby and Conway and staff	2.2	\$ 475.00	\$ 1,045.00	Review POIS report and confer with S. Sullivan re same; draft email responding to community members' questions re consent decree provisions; emails with S. Sullivan re Paragraph 276 notifications	1.5
February	2	Review and comment on BPD memo on Brady-Giglio policy and emails with Maxey and Aden re same	1.4	\$ 475.00	\$ 665.00	Emails with Judge Bednar re various; telephone conference with Sullivan re completion of SSA training and activation of SSA policies and confer with Thompson re same; present at Bolton Hill CA meeting; weekly community engagement team meeting; emails with Joyce re Workday system problems	1.8
February	3	Zoom call with BPD and DOJ re BPD use of force scorecard; Zoom call with BPD and DOJ re recommendations for corrective action and PID referral resulting from quarterly release without charge arrest audits	1.9	\$ 475.00	\$ 902.50	Emails with Wharton re social media posts; emails re police reform proposals in General Assembly; emails re review of Brady/Giglio policy and SSA/FIP II training and policies	0.4
February	4	Telephone conference/emails with Aden, Maxey and DOJ re Brady/Giglio policy and follow up email with Walden, Blumer, Sullivan and Murphy re same	0.8	\$ 475.00	\$ 380.00	Emails re approval of SSA/FIP II training and policies	0.2
February	5	Telephone conference with BPD re Brady/Giglio policy and training and follow up emails with BPD and DOJ re same; review and emails re SSA/FIP II training certification	0.7	\$ 475.00	\$ 332.50	Emails with DOJ and BPD re 4th year monitoring plan	0.2
February	6			\$ 475.00	\$ -		
February	7			\$ 475.00	\$ -		
February	8	Draft press release for completion of SSA training and activation of new SSA policies and emails with Thompson and community engagement team re same; emails with BPD and DOJ re Mobile Field Force SOP timeline	0.9	\$ 475.00	\$ 427.50		
February	9	Community engagement call with MT team and BPD	1	\$ 475.00	\$ 475.00		
February	10			\$ 475.00	\$ -	Emails re press release on SSA training and policies; observe Mayor/PC press conference; attention to recent press and emails with Thompson and Court re same; review Mayor's transition plan; emails with Dupont re mayoral representation on CPIC; review revised BPD/MT critical incident protocol	1.3
February	11			\$ 475.00	\$ -	Emails with S. Sullivan re Brady/Giglio policy; confer with Thompson re various	0.3

Name:

Weekly Log

September 17th - 28th '18

February	12	Review and comment on draft of annual SSA data analysis report; review and comment on updated Q3 RWOC arrest report and email with DOJ re same; call with Thompson, Barge and Smoot re UOF compliance review and annual budget	1.8	\$	475.00	\$	855.00	Emails with IUR and Barge re community survey; emails with S. Sullivan re Brady/Giglio policy	0.2
February	13			\$	475.00	\$	-		
February	14			\$	475.00	\$	-		
February	15			\$	475.00	\$	-	Review Bromwich letter to US District court re cooperation of convicted GTTF member in Bromwich investigation; review recent press	0.4
February	16	Emails with DOJ re Q3 RWOC arrest report and potential BPD SOP re PIB referrals	0.2	\$	475.00	\$	95.00	Emails with BPD and Bethel re approval of youth interactions policy; emails with S. Sullivan re Brady/Giglio policy; weekly community engagement team meeting	0.7
February	17	Emails with DOJ re Q3 RWOC arrest report and potential BPD SOP re PIB referrals	0.2	\$	475.00	\$	95.00		
February	18	Monthly meeting with Judge Bredar and parties (technology) and follow up email with Murphy and Sullivan	3	\$	475.00	\$	1,425.00	Emails re March Facebook Live session; emails with Bowman, BPD and DOJ re annual SSA Data Analysis and Q3 RWOC arrest report; emails with MT re LEOBR reform	0.7
February	19	Zoom call with BPD and DOJ re Brady-Giglio policy	1	\$	475.00	\$	475.00		
February	20			\$	475.00	\$	-		
February	21			\$	475.00	\$	-		
February	22	Prepare notice of approval of youth interactions policy	0.5	\$	475.00	\$	237.50	Emails re 4th year monitoring plan	0.2
February	23			\$	475.00	\$	-	Community engagement team call; emails re website updates; emails with BPD re RMS report fields	0.8
February	24	Review and comment on 1st Amendment audit methodology and email with DOJ re same	0.2	\$	475.00	\$	95.00		
February	25			\$	475.00	\$	-	Emails re sexual assault investigations outcome assessment	0.2
October	26			\$	475.00	\$	-	Attend RMS demo; emails re community survey; emails re 4th year monitoring plan; emails re community engagement	0.9
February	27			\$	475.00	\$	-		
February	28			\$	475.00	\$	-	Emails with MT leadership re captain and major promotions policy	0.4
February	29			\$	475.00	\$	-		
February	30			\$	475.00	\$	-		
February	31			\$	475.00	\$	-		
			15.8	\$	475.00	\$	7,505.00		10.2

Name:

Weekly Log

September 17th - 28th '18

EXPENSES

Date	Category	MEALS + INCIDENTALS		NON MEALS		Total
		Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$71 per day)	Non-Meal Description	Non-Meal Expense	
						\$ -
						\$ -
						\$ -
						\$ -
TOTAL:						\$ -

Subtotal Time:	\$ 7,505.00
Subtotal Expenses:	\$ -
TOTAL:	\$ 7,505.00

Unbilled Hours #REF!

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

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **4.00 Hours** 1 Project **FY 20-21 MT Admin Work**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
Team **Everyone**

Date	Client	Project	Task	Roles	Hours
Drake Jessica					4.00
02/01/2021	Baltimore City Consent Decree: Monitoring Team	FY 20-21 MT Admin Work	Administrative Costs	Associate Consultant	1.00
Website updates and emails					
02/03/2021	Baltimore City Consent Decree: Monitoring Team	FY 20-21 MT Admin Work	Administrative Costs	Associate Consultant	1.00
Website update and polling creation.					
02/08/2021	Baltimore City Consent Decree: Monitoring Team	FY 20-21 MT Admin Work	Administrative Costs	Associate Consultant	1.00
Check-in on the website- performed updates and scheduling for M. Barge					
02/26/2021	Baltimore City Consent Decree: Monitoring Team	FY 20-21 MT Admin Work	Administrative Costs	Associate Consultant	1.00
Website update, survey analysis, and emails to support administrative work					
Total					4.00

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **36.80 Hours**
0.00 Uninvoiced Billable Hours Projects **All Projects**
Categories **All Tasks**
1 Team **Aden Hassan**

Date	Client	Project	Roles	Person	Hours
Associate Consultant Professional Fees					32.80
02/01/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	2.50
Review of IA Intake and Classification report, review of 3B (PIB Investigator Manual Training), email and correspondence with MT members re: tasks and items to follow up on.					
02/02/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	3.50
Call with B. Maxey re: Brady/Giglio policy and training, and logistics around the review of a substantial training material and tight timelines. Review of PIB training module 3B and began module 4.					
02/03/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	2.00
Call with parties re: RWOC process. Continued review of training modules.					
02/04/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	2.00
Call with D. Cooper re several CD related matters. Call with MT workgroup and DOJ re Brady/Giglio policies, training and process. Email and correspondence.					
02/08/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50
Feedback to BPD from review of modules 3, 4, and 5. Email and correspondence re: various CD related matters.					
02/09/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50
Review of POIS report from BPD, PIB training review and email and correspondence re CD matters and MT logistics.					
02/10/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.00
Total					36.80

Date	Client	Project	Roles	Person	Hours	
		Email and correspondence re: logistics for meeting with workgroups and the monitor. Review of DOJ comments re PIB training curriculum.				
02/11/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	3.00	
		Review of PIB training manual module 5. Weekly PIB call with parties to review PIB training modules 3B, 4 and 5. Attended Compstat (virtually). Email and correspondence re: various CD related matters, PIB, and MT workgroups.				
02/12/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50	
		Call with monitor re: various CD related matters and project management. Email and correspondence with the parties and MT workgroups. Review of several document drafts in the midst of creation and collaboration.				
02/16/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50	
		Review the latest and amended PIB training modules. Email and correspondence.				
02/18/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	3.50	
		Review of latest versions of PIB training modules. PIB Training call with the parties to go over all training modules-they are pending a public comment period next week. Participate in CompStat weekly presentation. Email and correspondence with parties and MT workgroups. Review of Weekly Intake Report and latest comments/draft of Q3 RWOK. Review of POIS 24 Hour report.				
02/20/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	2.00	
		Review of amended legal E-learning modules. Email and correspondence and document reviews.				
02/23/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50	
		Email and correspondence re: PIB training (public comment period) and other CD related matters. Review of several PIB Intake and Classification Reports. Review of current MT Plan to guide MT workgroup priorities.				
02/24/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	3.00	
		Review of updated policies (308, 302, and 308). Weekly PIB meeting with the parties to discuss policies, training and other CD related mandates and timelines. Email and correspondence.				
02/25/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.80	
		Participated in the CompStat meeting. email and correspondence re: PIB matters.				
02/26/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.00	
		Email and correspondence. Review of 24 hour report on POIS. Review of First Thursday report by BPD.				
Pro Bono Hours					4.00	

Total 36.80

Date	Client	Project	Roles	Person	Hours
02/11/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	1.50
Review of multiple Weekly Intake Reports (PIB). Review of updated RWOK document (RWOK 2020 Q3). Email and correspondence. Call with BPD re: concerns around length of PIB training curriculum vs allotted time.					
02/15/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Senior Advisor	Aden Hassan	2.50
Review three PIB training modules. Email and correspondence re: CD related matters.					
Total					36.80

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
 Total **6.00 Hours**
0.00 Uninvoiced Billable Hours Projects **All Projects**
 Categories **All Tasks**
 1 Team **Barge Matthew**

Date	Client	Project	Roles	Person	Hours
Partner Professional Fees					5.40
02/02/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.60
Conference call w/ BPD, DOJ, MT re: training. Various email communications w/ BPD, DOJ, MT re: training, Brady/Giglio issues, outcome assessments.					
02/03/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.20
Various email communications w/ BPD, DOJ, MT re: use of force review issues, Brady/Giglio issues, IT meetings.					
02/09/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.20
Conference call w/ BPD, DOJ, MT re: training. Various email communications w/ BPD, DOJ, MT re: sexual assault investigator training.					
02/11/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	1.70
Various email communications w/ MT re: technology, outcome assessments. Conference call w/ G. Wasileski, K. Zafft re: outcome assessments. Monthly IT update/conference call w/ BPD, DOJ, MT.					
02/12/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	1.00
Conference call w/ K. Thompson, S. Rosenthal, S. Smoot re: use of force assessment, community survey. Conference call w/ S. Smoot re: recruitment, hiring. Various email communications w/ BPD, DOJ, MT re: community survey.					
02/23/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.60
Conference call w/ BPD, DOJ, MT re: training; email communication w/ R. Villasenor re: same. Various email communications re: training, records management system.					
02/25/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	1.10
Total					6.00

Date	Client	Project	Roles	Person	Hours
	Conference call w/ BPD, DOJ re: gender identity/RMS. Various email communications w/ MT re: outcome assessments.				
Pro Bono Hours					0.60
02/01/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.10
Various email communications w/ BPD, MT re: Brady/Giglio issues, outcome assessments.					
02/05/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.10
Various email communications w/ BPD, DOJ, MT re: various training issues.					
02/10/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.10
Various email communications w/ MT re: calls for service outcome assessment, use of force outcome assessment.					
02/16/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.10
Conference call w/ BPD, DOJ, MT re: training.					
02/26/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner	Barge Matthew	0.20
Various email communications re: monitoring plan, training plan, RMS, community survey.					
Total					6.00

Expense Report for Invoice #Baltimore Monitor February 2021 Invoice

21CP Solutions, LLC

02/09/2021

\$180.00

Client **Baltimore City Consent Decree: Monitoring
Team**

Project **July 2020 - June 2021 Budget Year**

Category **Phone, Internet, Website Expenses**

Person **Barge Matthew**

Squarespace/GSuite BPD Monitor email charges.



Invoice

Tuesday, February 9, 2021

ISSUED TO:

Matthew Barge

ISSUED BY:

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

Charges

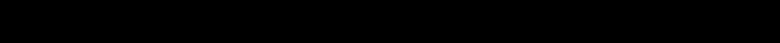
Subscription: Google Workspace (Monthly) (bpdmonitor.com) - [REDACTED]

2/9/2021 – 3/9/2021

\$180.00

Card ending in:	[REDACTED]	All prices in US Dollar.
Subtotal:	\$180.00	
Discount:	--	
Due:	\$0.00	
Paid:	\$180.00	

All prices in US Dollar.



02/12/2021

\$26.00

Client **Baltimore City Consent Decree: Monitoring Team**

Project **July 2020 - June 2021 Budget Year**

Category **Phone, Internet, Website Expenses**

Person **Barge Matthew**

Squarespace BPDMonitor.com website monthly charges.



Invoice

Friday, February 12, 2021

ISSUED TO:

Matthew Barge

ISSUED BY:

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

Charges

Subscription: Business (Monthly) - [REDACTED]

2/11/2021 – 3/11/2021

\$26.00

Card ending in:	[REDACTED]	All prices in US Dollar.
Subtotal:	\$26.00	
Discount:	--	
Due:	\$0.00	
Paid:	\$26.00	

All prices in US Dollar.



02/17/2021

\$73.49

Client **Baltimore City Consent Decree: Monitoring Team**

Project **July 2020 - June 2021 Budget Year**

Category **Phone, Internet, Website Expenses**

Person **Barge Matthew**

Electronic assessment platform charges. (1/2 of overall invoice amount).



INVOICE

Alchemer LLC
168 Centennial Pkwy, Suite 250
Louisville, CO 80027
USA
US EIN: 20-5463887
UK VAT: GB-309 7393 78
MOSS ID: EU826478382
GST/HST: 716747498

Invoice Number: INV00314156
Invoice Date: 02/17/2021
Due Date: 02/17/2021
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]
Sold to Address: [REDACTED]

Items:

Description	Service Period	Qty	Rate	Amount
Consumer Edition (CE) - Monthly Adventurer License CE: Adventurer License	02/18/2021 - 03/17/2021	1	\$135.00	135.00

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

How To Pay:

Credit Card Payment: CLICK TO PAY	
US Customers Wire/ACH Payment	International Customers Wire Payment
Independent Bank 7777 Henneman Way McKinney TX 75070 Beneficiary's Name: Alchemer LLC Account No.: 4000808227 ABA/Routing No.: 111916326	Beneficiary Bank: Wells Fargo 420 Montgomery Street San Francisco CA 94104 Beneficiary Name: Alchemer LLC Account No.: 5333549383 ABA/Routing No.: 121000248 Non-USD Swift No.: WFBIUS6WFFX USD Swift No.: WFBIUS6S
US or Canadian Customers Pay by Check Alchemer LLC P.O. Box 913138 Denver CO 80291-3138	

Billing Questions: billing@alchemer.com

Alchemer LLC does not accept terms and conditions with Customer other than the services agreement between Alchemer LLC and Customer (the Services Agreement). By paying this invoice, Customer accepts that the Services Agreement shall control all Alchemer's services with Customer, and that Customer agrees to waive any purchase order terms and conditions.

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree:
Monitoring Team**
Total **1.00 Hours** 1 Project **July 2020 - June 2021 Budget Year**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
1 Team **Bethel Kevin**

Date	Client	Project	Task	Roles	Hours
	Bethel Kevin				1.00
02/13/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
	Review Juvenile Training Material				
Total					1.00

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree:
Monitoring Team**
Total **5.00 Hours**
0.00 Uninvoiced Billable Hours 1 Project **July 2020 - June 2021 Budget Year**
Categories **All Tasks**
1 Team **CJI - Wasileski Gabriela**

Date	Client	Project	Task	Roles	Hours
CJI - Wasileski Gabriela					5.00
02/11/2021	Baltimore City Consent Decree: Monitoring Team Baltimore Outcome Assessment meeting	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
02/26/2021	Baltimore City Consent Decree: Monitoring Team CFS data cleaning for neighborhood analysis	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	2.00
02/27/2021	Baltimore City Consent Decree: Monitoring Team CFS data cleaning for neighborhood analysis	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	2.00
Total					5.00

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **16.00 Hours** 1 Project **July 2020 - June 2021 Budget Year**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
1 Team **CJI - Zafft Katie**

Date	Client	Project	Task	Roles	Hours
CJI - Zafft Katie					16.00
02/02/2021	Baltimore City Consent Decree: Monitoring Team outcome assessments	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
02/03/2021	Baltimore City Consent Decree: Monitoring Team outcome assessments check in meeting	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	0.50
02/04/2021	Baltimore City Consent Decree: Monitoring Team outcome assessments - calls for service review	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	3.00
02/05/2021	Baltimore City Consent Decree: Monitoring Team outcome assessments - sexual assault data	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	3.00
02/08/2021	Baltimore City Consent Decree: Monitoring Team outcome assessment	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
02/09/2021	Baltimore City Consent Decree: Monitoring Team outcome assessment	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	0.50
02/11/2021	Baltimore City Consent Decree: Monitoring Team outcome assessment	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	2.00
02/22/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
Total					16.00

Date	Client	Project	Task	Roles	Hours
		outcome assessment - sexual assault			
	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
		outcome assessments			
02/25/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	1.00
		Calls for service outcome assessment call w/ DOJ			
02/26/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	2.00
		sexual assault outcome assessment			
Total					16.00

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree:
Monitoring Team**
Total **3.30 Hours**
0.00 Uninvoiced Billable Hours 1 Project **July 2020 - June 2021 Budget Year**
Categories **All Tasks**
1 Team **Drake Jessica**

Date	Client	Project	Task	Roles	Hours
Drake Jessica					3.30
02/09/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	0.50
Standing CE call with additional gues from CDIU.					
02/16/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	2.30
CE Standing Call and Community Policing Workshop.					
02/19/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Associate Consultant	0.50
Community Policing Check-In					
Total					3.30

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **5.50 Hours** 1 Project **July 2020 - June 2021 Budget Year**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
1 Team **Goodrich Maggie**

Date	Client	Project	Task	Roles	Hours
Goodrich Maggie					5.50
02/11/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Senior Advisor	1.00
Executive IT Status Call with BPD leadership and DOJ					
02/16/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Senior Advisor	1.50
Draft monitoring team submission re technology for Court status conference					
02/18/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Associate Consultant Professional Fees	Senior Advisor	3.00
Court status conference re technology					
Total					5.50

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **5.10 Hours** 1 Project **July 2020 - June 2021 Budget Year**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
1 Team **Joyce Nola**

Date	Client	Project	Task	Roles	Hours
Joyce Nola					5.10
02/02/2021	Baltimore City Consent Decree: Monitoring Team Staffing call	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.00
02/05/2021	Baltimore City Consent Decree: Monitoring Team CP call	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	0.50
02/10/2021	Baltimore City Consent Decree: Monitoring Team Sexual Assault call	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	0.90
02/12/2021	Baltimore City Consent Decree: Monitoring Team Reveiw and comment on CP and promotion materials.	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.20
02/22/2021	Baltimore City Consent Decree: Monitoring Team Promotional slides	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	0.50
02/25/2021	Baltimore City Consent Decree: Monitoring Team Review and comment BPD's CP Annual Report	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.00

Total 5.10

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **2.50 Hours**
0.00 Uninvoiced Billable Hours Projects **All Projects**
Categories **All Tasks**
1 Team **Ramsey Charles**

Date	Client	Project	Roles	Person	Hours
Partner Professional Fees					1.00
02/09/2021	Baltimore City Consent Decree: Monitoring Team CE Zoom call with D/C Murphy	July 2020 - June 2021 Budget Year	Partner	Ramsey Charles	1.00
Pro Bono Hours					1.50
02/02/2021	Baltimore City Consent Decree: Monitoring Team Weekly CECall	July 2020 - June 2021 Budget Year	Partner	Ramsey Charles	0.50
02/16/2021	Baltimore City Consent Decree: Monitoring Team Weekly CE Call	July 2020 - June 2021 Budget Year	Partner	Ramsey Charles	0.50
02/23/2021	Baltimore City Consent Decree: Monitoring Team Weekly CE call	July 2020 - June 2021 Budget Year	Partner	Ramsey Charles	0.50

Total 2.50

Detailed Time Report

21CP Solutions, LLC

Timeframe **02/01/2021 – 02/28/2021** 1 Client **Baltimore City Consent Decree: Monitoring Team**
Total **6.20 Hours** 1 Project **July 2020 - June 2021 Budget Year**
0.00 Uninvoiced Billable Hours Categories **All Tasks**
1 Team **Smoot Sean**

Date	Client	Project	Task	Roles	Hours
Smoot Sean					6.20
02/09/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.50
Conf call BPD re recruiting MH screens, call w Monitor re same and media inquiry.					
02/11/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.40
Prep and meeting w media re recruiting and evaluate process, call with Monitor					
02/12/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.50
Conf call w MT leadership team re UOF and qualitative assessments, budget review, and follow up re hiring process, officer wellness.					
02/24/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	1.00
Review docs related to African American officer group and correspondence regarding same.					
02/25/2021	Baltimore City Consent Decree: Monitoring Team	July 2020 - June 2021 Budget Year	Partner Professional Fees	Partner	0.80
Outreach w/ rank and file groups.					
Total					6.20

Date	Client	Project	Roles	Person	Hours
	Attend PRB 20J-0017				
02/25/2021	Baltimore City Consent Decree: Monitoring Team Comstat	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	2.30
Pro Bono Hours					3.80
02/01/2021	Baltimore City Consent Decree: Monitoring Team Various emails including sending email on UOF reports	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	1.00
02/02/2021	Baltimore City Consent Decree: Monitoring Team various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.50
02/04/2021	Baltimore City Consent Decree: Monitoring Team Various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.50
02/06/2021	Baltimore City Consent Decree: Monitoring Team Various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.50
02/12/2021	Baltimore City Consent Decree: Monitoring Team Various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.50
02/13/2021	Baltimore City Consent Decree: Monitoring Team Various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.40
02/26/2021	Baltimore City Consent Decree: Monitoring Team Various emails	July 2020 - June 2021 Budget Year	Partner	Villaseñor Roberto	0.40
Total					18.90

Baltimore Consent Decree Monitor 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 NOT 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>February</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Bowman	
DATE SUBMITTED:	3/3/2021	
YEAR:	2021	

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
February	1	Reviewed and responded to 8 messages (SSA FIP II Training Certification, POIS / 5600 The Alameda). Reviewed UOF cases.	5.8	\$ 235.00	\$ 1,363.00		
February	2			\$ 235.00	\$ -		
February	3			\$ 235.00	\$ -		
February	4			\$ 235.00	\$ -		
February	5			\$ 235.00	\$ -		
February	6	Reviewed and responded to 15 messages (SSA FIP II Training Certification, Revisions to BPD's Confidential Informant Policy, RWOC - PIB referral, Standing Policy Call)	1.5	\$ 235.00	\$ 352.50		
February	7			\$ 235.00	\$ -		
February	8			\$ 235.00	\$ -		
February	9			\$ 235.00	\$ -		
February	10			\$ 235.00	\$ -		
February	11	Reviewed and responded to 23 messages (S&S Warrant Application Templates, Draft Policy 1605, Officer Location Services, Line 43 SSA Data Analysis Progress Report, PIB weekly Intake DOJ report, Line 35 Q3 RWOC Report - First Draft, Press Coverage from SSA Press Conference)	2.3	\$ 235.00	\$ 540.50		

INVOICE

February	12			\$	235.00	\$	-
February	13			\$	235.00	\$	-
February	14			\$	235.00	\$	-
February	15			\$	235.00	\$	-
February	16			\$	235.00	\$	-
February	17			\$	235.00	\$	-
February	18	Reviewed and responded to 36 messages (Line 35 Q3 RWOC Report, Line 43 SSA Data Analysis Progress Report, Draft Policy 1605, Officer Location Services, PIB weekly Intake Report DOJ, 4 Hour Report / POIS Discharging, FOP OP-ED)	3.5	\$	235.00	\$	822.50
February	19	Reviewed and responded to 4 messages (Line 43 SSA Data Analysis Progress Report , Draft Policy 1605, Officer Location Services, Line 35 Q3 RWOC Report - First Draft)	0.4	\$	235.00	\$	94.00
February	20			\$	235.00	\$	-
February	21			\$	235.00	\$	-
February	22	Prepared for and participated in bi-weekly MPG call	0.4	\$	235.00	\$	94.00
February	23			\$	235.00	\$	-
February	24	Reviewed and responded to 13 messages (E-Learnings - PIB Investigator Training, PIB weekly Intake report DOJ, Miscarriage Baltimore)	1	\$	235.00	\$	235.00
February	25			\$	235.00	\$	-
February	26			\$	235.00	\$	-
February	27			\$	235.00	\$	-
February	28	Reviewed and responded to 18 messages (February 2021 Newsletter, Draft Q4 2020 RWOC Report, Gender Identity in Records, 24 Hour Report / POIS - Fatal, Promotional Process for Captains and Majors)	2	\$	235.00	\$	470.00
February	29			\$	235.00	\$	-
February	30			\$	235.00	\$	-
February	31			\$	235.00	\$	-
			16.9	TOTAL:	\$	3,971.50	0

Baltimore Consent Decree Monitor
INVOICE

				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
TOTAL:				\$	-

Subtotal Time:	\$	3,971.50
Subtotal Expenses:	\$	-
TOTAL:	\$	3,971.50

Unbilled Hours 0.00

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

Baltimore Consent Decree Monitor 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 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 NOT 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>February</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Dupont	
	DATE SUBMITTED:	3/9/2021	
	YEAR:	2021	

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
February	1			\$ 235.00	\$ -	Discussion of Community Outreach Strategies and effectiveness at reaching Baltimore Citizens with Monitor (K. Thompson)	1.6
February	2	Discussion of 911 Specialist and Dispatch Training In-Service Audience Issues at Pilot with CPD Compliance Division. CPIC Data Committee Meeting discussing Quarterly Report, Data Dashboard.	1.6	\$ 235.00	\$ 376.00		
February	3			\$ 235.00	\$ -		
February	4	CPIC Training Committee Meeting on CIT 40 Hour Training, BPD In-Service Training, 911 Specialist and Dispatch Training, review of materials. Discussion of 911 Training Scenarios with BPD Compliance Division, BPD Leadership, DOJ.	2.9	\$ 235.00	\$ 681.50	Discussion of BPD Pilot for 911 Specialist and Dispatch Training	0.1
February	5			\$ 235.00	\$ -	Discussion of CIT Progress with BPD Training Division, Discussion of Data Source Issues with BPD Compliance Division, Monitor (K. Thompson), Feedback on 911 Training Scenario to BPD Compliance Division, DOJ	1.8
February	6			\$ 235.00	\$ -		
February	7			\$ 235.00	\$ -		
February	8			\$ 235.00	\$ -		
February	9			\$ 235.00	\$ -		
February	10	CPIC Gap Analysis Committee on BHSB Staffing Request, Draft CPIC Workplan, Monitoring Team Annual Plan, review of materials for meeting	1.3	\$ 235.00	\$ 305.50		
February	11	Discussion of City role in supporting Peer Support with state advocacy group. CPIC Policy Committee Meeting on Emergency Petition Policy and follow up discussion of Emergency Petitions and Hospital Emergency Facilities.	2.3	\$ 235.00	\$ 540.50	Meeting with BPD Training and Compliance Division, CPIC Leadership, DOJ with local university regarding outcomes and data collection process and analysis	1.3

Name:

Weekly Log

September 17th - 28th ' 18

February	12		\$	235.00	\$	-	Discussion of City Gap Analysis Implementation Plan with BPD Leadership	0.4
February	13		\$	235.00	\$	-		
February	14		\$	235.00	\$	-		
February	15		\$	235.00	\$	-		
February	16	CPIC Data Committee Meeting on BPD Quarterly Behavioral Data Report as required by the Consent Decree. Correspondence with DOJ and BPD discussing BPD CIT Training Scenarios and implications for the Behavioral Health Policies.	2.9	\$	235.00	\$	681.50	
February	17	Detailed review of City Gap Analysis Implementation Plan. Discussion of plan with BPD Compliance Division.	1.7	\$	235.00	\$	399.50	Discussion with Judiciary on City Gap Analysis Implementation Plan.
February	18	Discussion of City Gap Analysis Implementation Plan with Department of Justice, State Advocacy Group, BPD Compliance Division, judiciary.	2.3	\$	235.00	\$	540.50	Follow up on feedback with Judiciary, Monitoring Team (K. Thompson) on City Gap Analysis Implementation Plan. Discussion of Annual Monitoring Team Plan with BPD Compliance Division.
February	19		\$	235.00	\$	-		
February	20		\$	235.00	\$	-		
February	21		\$	235.00	\$	-		
February	22		\$	235.00	\$	-	Discussion with Judiciary on City Gap Analysis Implementation Plan.	0.1
February	23		\$	235.00	\$	-	Discussion with Judiciary on City Gap Analysis Implementation Plan.	0.1
February	24	Review of City Gap Analysis Implementation Plan with state advocacy group. Discussion of Monitoring Annual Plan with DOJ. Discussion of CRT Policy with BPD Compliance Division.	1.8	\$	235.00	\$	423.00	
February	25	Follow up discussion on feedback to City on Gap Analysis Implementation Plan with judiciary, state advocacy group, DOJ and DOJ Subject Matter Experts, BPD Compliance Division with City, CPIC Leadership. CPIC Monthly Meeting on City Gap Analysis Plan, update on GBRICS progress, BPD Data Update and BPD demonstration of Behavioral Data Form. Meeting with BPD, BFD to review 911 Protocol and City-Crisis Agency MOU.	5.6	\$	235.00	\$	1,316.00	
February	26		\$	235.00	\$	-	Discussion with 911 National Expert on proposed 911 Diversion Plan, Discussion with BPD Compliance Division regarding 911 Meeting.	0.4
February	27		\$	235.00	\$	-		
February	28		\$	235.00	\$	-		

Name:

Weekly Log

September 17th - 28th '18

February	29		\$	235.00	\$	-		
February	30		\$	235.00	\$	-		
February	31		\$	235.00	\$	-		
			22.4	\$	235.00	\$	5,264.00	8.7

Baltimore Consent Decree Monitor 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 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 NOT 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>February</u>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY: CPP - Ray Kelly		
	DATE SUBMITTED: 3/11/2021		
	YEAR: 2021		

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
February	1	Monthly Meeting with DOJ community Engagement team	1.5	\$ 235.00	\$ 352.50		
February	2			\$ 235.00	\$ -	MT weekly check-in call	0.5
February	3			\$ 235.00	\$ -		
February	4			\$ 235.00	\$ -		
February	5			\$ 235.00	\$ -	MT weekly check-in call	0.7
February	6			\$ 235.00	\$ -		
February	7			\$ 235.00	\$ -		
February	8			\$ 235.00	\$ -		
February	9			\$ 235.00	\$ -	MT weekly check-in call	0.4
February	10			\$ 235.00	\$ -		
February	11	Monthly collaborative meeting with CDIU and Neighborhood Liaisons	1.1	\$ 235.00	\$ 258.50		
February	12	Preperation meeting for public community workshop for the community policing training curriculum	1.2	\$ 235.00	\$ 282.00		
February	13			\$ 235.00	\$ -		
February	14			\$ 235.00	\$ -		
February	15	Neighborhood Liaisons Monthly meeting	1.3	\$ 235.00	\$ 305.50		
February	16	Public comment workshop for BPD training curriculum for community Policing Plan	1.6	\$ 235.00	\$ 376.00	MT weekly check-in call	0.4
February	17			\$ 235.00	\$ -		
February	18			\$ 235.00	\$ -		
February	19	Follow-up debrief with BPD and parties to discuss the pros and cons of the public workshop	0.9	\$ 235.00	\$ 211.50		
February	20			\$ 235.00	\$ -		
February	21			\$ 235.00	\$ -		
February	22			\$ 235.00	\$ -		
February	23			\$ 235.00	\$ -	MT weekly check-in call	0.6
February	24			\$ 235.00	\$ -		
February	25			\$ 235.00	\$ -		
February	26	Prep session with CDIU, Mayors Office and MT in preparation for 2nd draft public comment period for Community Policing training	1.3	\$ 235.00	\$ 305.50		

Name:

Weekly Log

September 17th - 28th '18

February	27		\$	235.00	\$	-		
February	28		\$	235.00	\$	-		
February	29		\$	235.00	\$	-		
February	30		\$	235.00	\$	-		
February	31		\$	235.00	\$	-		
			8.9	\$	235.00	\$	2,091.50	2.6

12.8 | **TOTAL:** \$ 3,008.00

3.4

EXPENSES

			MEALS + INCIDENTALS		NON MEALS		
Date	Category	Comments (if necessary)	Travel Day	Total Meal + Incidentals (per	Non-Meal Description	Non-Meal Expense	Total
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
							\$ -
TOTAL:							\$ -

Subtotal Time:	\$ 3,008.00
Subtotal Expenses:	\$ -
TOTAL:	\$ 3,008.00

Unbilled Hours 3.40

INITIALS

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

BGM

Baltimore Consent Decree Monitor 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 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 NOT 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: <i>February</i>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY: CMPI (BCMC)- Darnyle Wharton		
	DATE SUBMITTED: 3/8/2021		
	YEAR: 2021		

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	
February	1	Checked and responded to email	0.5	\$ 75.00	\$ 37.50			
February	2	Attended weekly CE Team Conference call. Passed out placed brochures on cars in Western district on North and Hilton	3.5	\$ 75.00	\$ 262.50			
February	3	Passed out and placed brochures on cars in Northwest district on Park Heights and Coldspring Lane.	3.5	\$ 75.00	\$ 262.50			
February	4	Posted to social media pages. Had meeting with community liaison.	2.5	\$ 75.00	\$ 187.50			
February	5	Checked and responded to email.	0.5	\$ 75.00	\$ 37.50			
February	6			\$ 75.00	\$ -			
February	7			\$ 75.00	\$ -			
February	8	Checked and responded to email	0.5	\$ 75.00	\$ 37.50			
February	9	Attended weekly call with CE Team. This week we had a zoom call with Danny Murphy, Shannon Sullivan, and Fabienne Dorceus from BPD to discuss advertising amd marketing startegies to inform the community of the Consent Decree. Attended Bmore Healthy Babies Faith based Community meeting where I updated them on the workshops for the Community Training Policy.	4	\$ 75.00	\$ 300.00			

Name:

Weekly Log

September 17th - 28th '18

February	10	Posted to social media pages. Passed out and placed brochures on cars in Southwest district at Edmondson Village shopping Center.	4.5	\$	75.00	\$	337.50
February	11	Attended Monitoring Team/CDIU Collaboration Zoom Meeting. Passed out and placed brochures on cars in Eastern district on Monument Street.	4	\$	75.00	\$	300.00
February	12	Checked and answered email	0.5	\$	75.00	\$	37.50
February	13			\$	75.00	\$	-
February	14			\$	75.00	\$	-
February	15	Checked and answered email. Prepared for and facilitated monthly NL meeting.	3.5	\$	75.00	\$	262.50
February	16	Attended weekly CE Team conference call. Passed out and placed brochures on cars in Northeast district at Northern Parkway and Harford Road. Attended Community Policing Training Policy workshop zoom call.	5	\$	75.00	\$	375.00
February	17	Posted to social media pages. Passed out placed brochures on cars in Southeast district at Southeast branch library.	4	\$	75.00	\$	300.00
February	18	Had meeting with community liaison	3	\$	75.00	\$	225.00
February	19	Check and answer emails. Attended debriefing and preparation for 2nd workshop zoom call	3	\$	75.00	\$	225.00
February	20			\$	75.00	\$	-
February	21			\$	75.00	\$	-
February	22	Check and answer emails. Passed out and placed brochures on cars in Northern district on York Road and Coldspring Lane.	4	\$	75.00	\$	300.00

Name:

Weekly Log

September 17th - 28th '18

February	23	Attended weekly CE Team call. Posted to social media pages. Passed out and placed brochures on cars in Southern district at Cherry Hill Shopping Center. Participated a panelist in the Northwest CRC meeting where I talked about the Monitoring Team's upcoming Facebook Live Q&A session and the community policing training plan workshop. I also informed the participants on how to submit feedback on the community policing training plan policy.	5.5	\$	75.00	\$	412.50
February	24			\$	75.00	\$	-
February	25	Had weekly meeting with community liasion. Passed out and placed brochures on cars in central district on Mt. Royal Avenue and Charles Street.	5	\$	75.00	\$	375.00
February	26	Checked and answered emails. Attended BPD public comment workshop preparation call.	3	\$	75.00	\$	225.00
February	27			\$	75.00	\$	-
February	28			\$	75.00	\$	-
February	29			\$	75.00	\$	-
February	30			\$	75.00	\$	-
February	31			\$	75.00	\$	-
			60	\$	75.00	\$	4,500.00
							0

Baltimore Consent Decree Monitor
 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 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 **NOT** 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.

INVOICE FOR MONTH OF:	February	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Dunaway	
DATE SUBMITTED:	3/5/2021	
YEAR:	2021	

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
February	1			\$ 20.00	\$ -		
February	2			\$ 20.00	\$ -		
February	3			\$ 20.00	\$ -		
February	4	Attended the Cherry Hill community coalition meeting where there was a remembrance of Dante Barksdale. They discussed The New Era re-opening.	1	\$ 20.00	\$ 20.00		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9			\$ 20.00	\$ -		
February	10			\$ 20.00	\$ -		
February	11	Attended the Monitoring team &CDIU collaboration meeting . They discussed the reform process, such as, SSA press conference and policy and training updates, and outreach updates.	1	\$ 20.00	\$ 20.00		
February	12			\$ 20.00	\$ -		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15	Attended our NL monthly meeting where we discussed our prior month events, and where we are headed with the collaboration with BPD. We discussed our payment process.	1	\$ 20.00	\$ 20.00		
February	16	Attended a CD training Introduction & how they got there. They discussed what community means to the police dept. How community policing has been used in other places. cultural, social, historical,and economic factors effect people living in Baltimore. The relationships between Baltimore communities and the police. They further discussed implications they have on police, offenders and the community.	1.5	\$ 20.00	\$ 30.00		
February	17			\$ 20.00	\$ -		
February	18			\$ 20.00	\$ -		
February	19			\$ 20.00	\$ -		
February	20			\$ 20.00	\$ -		
February	21			\$ 20.00	\$ -		
February	22			\$ 20.00	\$ -		
February	23			\$ 20.00	\$ -		
February	24			\$ 20.00	\$ -		
February	25	Attended a Cherry Hill listening session that was interesting. It was conducted by Black Yield Institute. They discussed which site would be best for the market, and the market study. The name was discussed a name for the co-op. Discussed how residents can own shares in the market.	1	\$ 20.00	\$ 20.00		

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
	INVOICE FOR MONTH OF: <u>February</u>	INVOICE SUBMITTED BY: Tsiongas	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	DATE SUBMITTED: 3/4/2021		
	YEAR: 2021		
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
February	1			\$ 20.00	\$ -		
February	2	Participated in Maryland Violence Prevention Coalition meeting with Shantay Jackson new Director of the Mayor's Office of Neighborhood Safety and Engagement sharing the goals of the new office.	1	\$ 20.00	\$ 20.00		
February	3			\$ 20.00	\$ -		
February	4	Collaborate meeting with Jews United for Justice about police reform work that is taking place in Montgomery County.	1	\$ 20.00	\$ 20.00		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7	Attended Police Free Schools Call hearing about meetings with delegates, planning for providing testimony to the School Board in Baltimore City and discussion on statewide coalition work on policing reform.	1	\$ 20.00	\$ 20.00		
February	8			\$ 20.00	\$ -		
February	9			\$ 20.00	\$ -		
February	10	Attended Covid-19 Justice Coalition meeting discussion updates on arrests, and conditions in jails and prisons.	1	\$ 20.00	\$ 20.00		
February	11	Prep Call with CDIU staff to overview notetaking tasks during the Community Policing Meeting. Also attended monthly Monitoring Team & CDIU Collaboration Meeting.	1	\$ 20.00	\$ 20.00		
February	12			\$ 20.00	\$ -		
February	13			\$ 20.00	\$ -		

Name:

Weekly Log

September 17th - 28th ' 18

February	14		\$	20.00	\$	-
February	15	Neighborhood Liasion Monthly Meeting with fellow NLS, sharing engagement work, prepping for Community Policing Module and hearing updates on payment etc.	1	\$ 20.00	\$	20.00
February	16	Participated in Maryland Violence Prevention Coalition meeting discussion the Mayor's Transition Report recommendations for Public Safety/Violence Prevention. Attended community discussion on Policing Neoliberal America: The Racial Economics of Mass Incarceration. Then, attended and served as note taker for the first seesion of the Community Policing Module, where community shared input on the training modules.	3.5	\$ 20.00	\$	70.00
February	17		\$	20.00	\$	-
February	18		\$	20.00	\$	-
February	19		\$	20.00	\$	-
February	20		\$	20.00	\$	-
February	21	Police Free Schools Call- discussion with fellow Baltimore educators, youth groups, and youth non-profits on a variety of policing bills in MD legislature currently.	1	\$ 20.00	\$	20.00
February	22		\$	20.00	\$	-
February	23	Attended Baltimore City School Board meeting which included testimony on Police Free Schools from a variety of youth led organizations in Baltimore City including Youth as Resources and Baltimore Algebra Project	1.5	\$ 20.00	\$	30.00
February	24	SE BPD Community Relations Council Meeting- hearing from BPD leadership in SE about statistics and Consent Decree Implementation updates	1	\$ 20.00	\$	20.00
February	25		\$	20.00	\$	-
February	26		\$	20.00	\$	-
February	27		\$	20.00	\$	-
February	28		\$	20.00	\$	-
February	29		\$	20.00	\$	-
February	30		\$	20.00	\$	-
February	31		\$	20.00	\$	-
			13	\$ 20.00	\$	260.00
						0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
	INVOICE FOR MONTH OF:	February	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Jackson	
	DATE SUBMITTED:	3/4/2021	
	YEAR:	2021	

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
February	1			\$ 20.00	\$ -		
February	2			\$ 20.00	\$ -		
February	3			\$ 20.00	\$ -		
February	4			\$ 20.00	\$ -		
February	5	Facilitated my weekly Virtual Community Engagement via the Zoom platform (No attendees)	1	\$ 20.00	\$ 20.00		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9			\$ 20.00	\$ -		
February	10			\$ 20.00	\$ -		
February	11			\$ 20.00	\$ -		
February	12	Facilitated my weekly Virtual Community Engagement via the Zoom platform (1 attendee)	1	\$ 20.00	\$ 20.00		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15	Attended the Monthly NL Staff Meeting via the Zoom platform, one hour meeting involving all NLS lead by Darnyle	1	\$ 20.00	\$ 20.00		
February	16			\$ 20.00	\$ -		
February	17			\$ 20.00	\$ -		
February	18			\$ 20.00	\$ -		
February	19	Facilitated my weekly Virtual Community Engagement via the Zoom platform (No attendees)	1	\$ 20.00	\$ 20.00		
February	20			\$ 20.00	\$ -		
February	21			\$ 20.00	\$ -		
February	22			\$ 20.00	\$ -		
February	23			\$ 20.00	\$ -		
February	24			\$ 20.00	\$ -		

Name:

Weekly Log

September 17th - 28th '18

February	25			\$	20.00	\$	-	
February	26	Facilitated my weekly Virtual Community Engagement via the Zoom platform (No attendees)	1	\$	20.00	\$	20.00	
February	27			\$	20.00	\$	-	
February	28			\$	20.00	\$	-	
February	29			\$	20.00	\$	-	
February	30			\$	20.00	\$	-	
February	31			\$	20.00	\$	-	
			5	\$	20.00	\$	100.00	0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
	INVOICE FOR MONTH OF:	February	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Boykin	
	DATE SUBMITTED:	3/4/2021	
	YEAR:	2021	

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
February	1			\$ 20.00	\$ -		
February	2			\$ 20.00	\$ -		
February	3			\$ 20.00	\$ -		
February	4	St. Gregory the Great weekly engagement. Prepared and distributed 27 brochure information packets, complete with brochure, business card and treats.	2.5	\$ 20.00	\$ 50.00		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9	SGG Monthly Food Distribution. Prepared and distributed 47 brochure information packets. Actually had convo with clients while signing them up regarding the CD, impending training modules with opportunity to comment and where they see the neighborhood going forward.	4	\$ 20.00	\$ 80.00		
February	10	Prepared 25 brochure information packets to provide with grab and go lunches for weekly	1	\$ 20.00	\$ 20.00		
February	11	Attended meeting of CDIU Monthly Collaborative	1	\$ 20.00	\$ 20.00		
February	12			\$ 20.00	\$ -		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15	Attended the NL Monthly Zoom. Always informative and engaging. Prep for training workshop. Looking forward to the two page CD overview; ready to print and share with community.	1	\$ 20.00	\$ 20.00		
February	16	Attended the Community Policing Training Workshop	1	\$ 20.00	\$ 20.00		
February	17			\$ 20.00	\$ -		
February	18	SGG Weekly Engagement. Prepared and distributed 11 brochure information packets.	2	\$ 20.00	\$ 40.00		
February	19			\$ 20.00	\$ -		
February	20			\$ 20.00	\$ -		
February	21			\$ 20.00	\$ -		

Name:

Weekly Log

September 17th - 28th '18

February	22	SGG Food Pantry. Distributed 7 brochure information packets.	1	\$	20.00	\$	20.00
February	23			\$	20.00	\$	-
February	24			\$	20.00	\$	-
February	25	SGG Weekly Engagement. Prepared and distributed 25 brochure information packets.	2.5	\$	20.00	\$	50.00
February	26			\$	20.00	\$	-
February	27			\$	20.00	\$	-
February	28			\$	20.00	\$	-
February	29			\$	20.00	\$	-
February	30			\$	20.00	\$	-
February	31			\$	20.00	\$	-
			16	\$	20.00	\$	320.00
							0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
	INVOICE FOR MONTH OF:	<u>February</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY:	Roberts, H	
	DATE SUBMITTED:	3/5/2021	
	YEAR:	2021	

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
February	1			\$ 20.00	\$ -		
February	2			\$ 20.00	\$ -		
February	3	Contact this week in the Eastern District was to follow up on community associations that i have not had consistent contact with for lack of updated leadership, meeting information. Did another city directory, councilmatic, internet search for the following groups: Eager Park, Boeck Madison East End and community ... and the New Broadway East Association. No calls returned as of the 3rd ... did email facebook page info and calender dates for this month.	3	\$ 20.00	\$ 60.00		
February	4			\$ 20.00	\$ -		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9			\$ 20.00	\$ -		
February	10	Contact this week in the Eastern District did include 2 conference calls with the Johnston Square and Stirling street groups ... again not an agenda item on either call but was able to re-introduce self during role call and mention facebook page, recent training and policy announcements listed in quareterly newsletter and my contact number.	3	\$ 20.00	\$ 60.00		
February	11			\$ 20.00	\$ -		
February	12			\$ 20.00	\$ -		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15	Attended the monthly NL Monitoring Team Zoom	1	\$ 20.00	\$ 20.00		
February	16	Attended the Community Policing Training workshop	1	\$ 20.00	\$ 20.00		

Name:

Weekly Log

September 17th - 28th ' 18

February	17		\$	20.00	\$	-
February	18		\$	20.00	\$	-
February	19		\$	20.00	\$	-
February	20	Contact this week in the Eastern District focused again on 3 smaller community associations identified last month that reside in and around the Oliver, Johnston Square neighborhoods that have elected to exist somewhat independent of the larger organize associations in the immediate area. Those groups targeted included ... Bethel Street, Latrobe Homes, and the Bond Street Neighbors. I reached out again to all 3 groups via contact numbers ... working still on email and and contact addresses ... no return calls as of the 20th ... will be following up to end of April.	3 \$	20.00	\$	60.00
February	21		\$	20.00	\$	-
February	22		\$	20.00	\$	-
February	23		\$	20.00	\$	-
February	24		\$	20.00	\$	-
February	25		\$	20.00	\$	-
February	26		\$	20.00	\$	-
February	27	Contact this week in the Eastern District included follow up on contacts made in January with 6 limited / inactive groups in the Eastern district and 2 conference calls with the Oldtown and Oliver associations. I was able to update callers on each call using the quarterly newsletter, did promote the Eastern facebook and main Consent Degree web page for updates.	4 \$	20.00	\$	80.00
February	28		\$	20.00	\$	-
February	29		\$	20.00	\$	-
February	30		\$	20.00	\$	-
			15 \$	20.00	\$	300.00
						0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
INVOICE FOR MONTH OF:	<u>February</u>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Allen		
DATE SUBMITTED:	1/30/2021		
YEAR:	2021		

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
February	1			\$ 20.00	\$ -		
February	2			\$ 20.00	\$ -		
February	3			\$ 20.00	\$ -		
February	4	Facilitated my weekly zoom meeting/ No attendees	1	\$ 20.00	\$ 20.00		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9			\$ 20.00	\$ -		
February	10			\$ 20.00	\$ -		
February	11	Facilitated my weekly zoom meeting/ No attendees. Attended meeting with CDIU	2	\$ 20.00	\$ 40.00		
February	12	Attended the Lyndhurst Comm/Assoc. meeting	1	\$ 20.00	\$ 20.00		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15	Attended the Monthly N/L Meeting	1	\$ 20.00	\$ 20.00		
February	16	Attended the neighborhood Liaison/CDIU Collaborative meeting	1.5	\$ 20.00	\$ 30.00		
February	17			\$ 20.00	\$ -		
February	18			\$ 20.00	\$ -		
February	19			\$ 20.00	\$ -		
February	20			\$ 20.00	\$ -		
February	21			\$ 20.00	\$ -		
February	22			\$ 20.00	\$ -		
February	23			\$ 20.00	\$ -		
February	24			\$ 20.00	\$ -		
February	25			\$ 20.00	\$ -		
February	26			\$ 20.00	\$ -		
February	27			\$ 20.00	\$ -		

Name:

Weekly Log

September 17th - 28th '18

February	28		\$	20.00	\$	-	
February	29		\$	20.00	\$	-	
February	30		\$	20.00	\$	-	
February	31		\$	20.00	\$	-	
			7.5	\$	20.00	\$	130.00
							0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
	INVOICE FOR MONTH OF: February		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
	INVOICE SUBMITTED BY: Watts		
	DATE SUBMITTED: 3/2/2021		
	YEAR: 2021		

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	
February	1			\$ 20.00	\$ -			
February	2	Facilitated Zoom with Seth Rosenthal and Bolton Hill (58 community members). Seth gave update as to where we are in the process (Leadership & Staffing, Technology, Training, Integrity - internal affairs	1	\$ 20.00	\$ 20.00			
February	3			\$ 20.00	\$ -			
February	4			\$ 20.00	\$ -			
February	5			\$ 20.00	\$ -			
February	6			\$ 20.00	\$ -			
February	7			\$ 20.00	\$ -			
February	8			\$ 20.00	\$ -			
February	9	Attended Central District Monthly Major Meeting with Major Gaines and 38 community members. I forwarded them Workshop info to distribute. Community of Druid Hgts complains there are no foot patrols and 24 hour drug activity at 1800 Druid Hill & Presstman St. which has gone on for years.	1	\$ 20.00	\$ 20.00			
February	10			\$ 20.00	\$ -			
February	11	Attended the CDIU Collaration Meeting	1	\$ 20.00	\$ 20.00			
February	12	Facilitated my Zoom weekly meeting - Comstat? Does it interface with the 4 news systems the BPD is implementing RMS/LMS/WHS/EIS or will they remain separate	1	\$ 20.00	\$ 20.00			
February	13			\$ 20.00	\$ -			
February	14			\$ 20.00	\$ -			
February	15	Attended the Neighborhood Liasion Meeting	1	\$ 20.00	\$ 20.00			
February	16	Co-Facilitated Community Policing Training Workshop Module 4 - co-facilitated and prepared notes following meeting . Time includes prep for meeting.	3	\$ 20.00	\$ 60.00			
February	17			\$ 20.00	\$ -			
February	18			\$ 20.00	\$ -			
February	19			\$ 20.00	\$ -			

Name:

Weekly Log

September 17th - 28th '18

February	20			\$	20.00	\$	-	
February	21			\$	20.00	\$	-	
February	22			\$	20.00	\$	-	
February	23			\$	20.00	\$	-	
February	24	Updated FB and Community Assoc email list.		1	\$	20.00	\$	20.00
February	25	Lunch with Donovan Hatcher in State's Attorney office. He covers Central District and we discussed ways to work with each other speifically sharing meeting notices and contact information		2	\$	20.00	\$	40.00
February	26	Faciliated my Zoom weekly meeting - We discussed Module 4 of Community Policing Training notes from Feb 16 workshop. Zoom participants input basically mirrored my notes from workshop		1	\$	20.00	\$	20.00
February	27	Attended meeting on Zoom with Druid Heights Community Association -42 participants - Meeting consisted of Black Businesses in the area highlighting their goods and services. Will endeavor to get on their agenda for next month. They also have food giveaway on Wed & Thur at 11am and I will try to attend		2	\$	20.00	\$	40.00
February	28			\$	20.00	\$	-	
February	29			\$	20.00	\$	-	
February	30			\$	20.00	\$	-	
February	31			\$	20.00	\$	-	
				14	\$	20.00	\$	280.00
								0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.
INVOICE FOR MONTH OF:	<u>February</u>		Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Curtis		
DATE SUBMITTED:	3/6/2021		
YEAR:	2021		

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
February	1			\$ 20.00	\$ -		
February	2	Attended food giveaway and passed out brochures	1	\$ 20.00	\$ 20.00		
February	3			\$ 20.00	\$ -		
February	4	Attended zoom meeting with MOED and Community Resource unit	1	\$ 20.00	\$ 20.00		
February	5			\$ 20.00	\$ -		
February	6			\$ 20.00	\$ -		
February	7			\$ 20.00	\$ -		
February	8			\$ 20.00	\$ -		
February	9	Attended food giveaway and passed out brochures	1	\$ 20.00	\$ 20.00		
February	10	Attended community virtual event where I discussed upcoming Consent Decree events.	1	\$ 20.00	\$ 20.00		
February	11			\$ 20.00	\$ -		
February	12			\$ 20.00	\$ -		
February	13			\$ 20.00	\$ -		
February	14			\$ 20.00	\$ -		
February	15			\$ 20.00	\$ -		
February	16	Attended food giveaway and passed out brochures. Also attended community training policing workshop.	2	\$ 20.00	\$ 40.00		
February	17			\$ 20.00	\$ -		
February	18			\$ 20.00	\$ -		
February	19			\$ 20.00	\$ -		
February	20			\$ 20.00	\$ -		
February	21			\$ 20.00	\$ -		
February	22			\$ 20.00	\$ -		
February	23			\$ 20.00	\$ -		
February	24			\$ 20.00	\$ -		

Name:

Weekly Log

September 17th - 28th '18

February	25		\$	20.00	\$	-	
February	26		\$	20.00	\$	-	
February	27		\$	20.00	\$	-	
February	28		\$	20.00	\$	-	
February	29		\$	20.00	\$	-	
February	30		\$	20.00	\$	-	
February	31		\$	20.00	\$	-	
			6	\$	20.00	\$	120.00
							0

Baltimore Consent Decree Monitor 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 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 NOT 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 Community Engagement Coordinator Darnyle Wharton or Community Liaison Ray Kelly with any questions.		
	INVOICE FOR MONTH OF:	<i>February</i>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.		
	INVOICE SUBMITTED BY:	Roberts, M			
	DATE SUBMITTED:	3/6/2021			
	YEAR:	2021			

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	
February	1	Outreach: Harwood Community Association Meeting, announcement made about upcoming Gertrude Williams speakers series where I will be speaking.	1	\$ 20.00	\$ 20.00			
February	2			\$ 20.00	\$ -			
February	3		0	\$ 20.00	\$ -			
February	4	Outreach: Consent Decree office hours. Gina Clay from Maryland State Attorney's Office attended my online office hours and asked a lot of questions.	1	\$ 20.00	\$ 20.00			
February	5	Outreach: Attended an event at Corner Team Boxing, 1101 E. 25th Street and was available for people to ask questions.	1	\$ 20.00	\$ 20.00			
February	6			\$ 20.00	\$ -			
February	7		0	\$ 20.00	\$ -			
February	8			\$ 20.00	\$ -			
February	9		0	\$ 20.00	\$ -			
February	10		0	\$ 20.00	\$ -			
February	11	Outreach: Weekly office hours on WebEx. No attendees this week.	1	\$ 20.00	\$ 20.00			
February	12		0	\$ 20.00	\$ -			
February	13		0	\$ 20.00	\$ -			
February	14		0	\$ 20.00	\$ -			
February	15	Administrative: Monthly liaison meeting.	1	\$ 20.00	\$ 20.00			
February	16	Outreach: Community policing workshop #1	1.5	\$ 20.00	\$ 30.00			
February	17	Outreach: Call with resident Matt McQuillan about how to provide feedback through the CDIU site and how to file official commendation and problem reports.	0.5	\$ 20.00	\$ 10.00			
February	18	Outreach: Weekly office hours on WebEx. No attendees this week.	1	\$ 20.00	\$ 20.00			
February	19		0	\$ 20.00	\$ -			

Name:

Weekly Log

September 17th - 28th ' 18

February	20	Outreach: Attended another community session at Corner Team boxing and make pamphlets available and was available for questions.	4	\$	20.00	\$	80.00	
February	21		0	\$	20.00	\$	-	
February	22			\$	20.00	\$	-	
February	23			\$	20.00	\$	-	
February	24		0	\$	20.00	\$	-	
February	25		0	\$	20.00	\$	-	
February	26		0	\$	20.00	\$	-	
February	27		0	\$	20.00	\$	-	
February	28		0	\$	20.00	\$	-	
February	29		0	\$	20.00	\$	-	
February	30		0	\$	20.00	\$	-	
February	31			\$	20.00	\$	-	
			12	\$	20.00	\$	240.00	0

