
Seth A. Rosenthal
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July 31, 2019

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

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

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

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

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

Narrative Summary

This invoice accounts for time worked from June 1 – June 30, 2019 by Team members Ken Thompson, Seth Rosenthal, Charles Ramsey, Theron Bowman, Randy Dupont, Steve Parker, Hassan Aden, Matthew Barge, Kevin Bethel, Jessica Drake (as both community engagement team member and executive assistant), Nola Joyce, Tracey Meares, Kathleen O’Toole, Sean Smoot, Roberto Villasenor, Ray Kelly, Darnyle Wharton and nine neighborhood liaisons with Community Mediation Program,

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Inc. (Baltimore Community Mediation Center (BCMC). It also includes services billed for community surveys and officer focus groups from Morgan State University's Institute for Urban Research, the University of Toronto, and the Community Resources for Justice's Crime and Justice Institute.

The sum of previously unbilled services and expenses reflected in this invoice is \$253,556.69. Of the time submitted in this invoice, 96.7 hours, or 13.5%, were *pro bono*, or unbilled and donated to the City of Baltimore. By recording 13.5% of its total time *pro bono*, and writing off certain expenses, the Team saved the City a total of \$33,371.50.

Work performed in June 2019 included:

- Community outreach and meetings between Monitoring Team members, including neighborhood liaisons, and community stakeholders, including community associations and advocacy organizations
- Engaging with rank and file BPD officers and union officials
- Addressing Consent Decree requirements for community and custodial arrestee surveys and officer focus groups, including working with Morgan State University's Institute for Urban Research on the community survey, the University of Toronto and Rose Street Community Center on the custodial arrestee survey, and the Crime and Justice Institute on the officer focus groups
- In-person and telephonic meetings, in-person site visits with BPD officials, City officials and Department of Justice personnel regarding use of force, stops/searches/arrests, interactions with individuals with behavioral health disabilities, technology and data collection and maintenance, interactions with youth, impartial policing, misconduct investigations and discipline, training, sexual assault investigations, staffing, recruitment, hiring, officer assistance and support, compliance reviews and outcome assessments
- Addressing and providing technical assistance regarding structural concerns regarding Professional Integrity Bureau ("PIB") operations, including case assignments, investigations, staffing, and PIB's sharing of information with the Civilian Review Board
- Reviewing and conferring with BPD on Training Academy needs and expectations, training plan for 2019, and training curricula on stops, searches and arrests, use of force, sexual assault investigations, and impartial policing
- Observing and providing feedback on new Academy training on use of force and fair and impartial policing
- Work on revisions to BPD policies in the area of misconduct investigations and discipline (including development of an investigations manual for the Public Integrity Bureau and a policy on negotiated resolution of minor misconduct cases), supervision, disclosure of

exculpatory evidence in criminal cases, interactions with individuals with behavioral health disabilities and in crisis, and interactions with youth

- Work with BPD to refine protocol for notifying monitoring team of critical incidents
- Reviewing and commenting on BPD reports on investigative stops and sexual assaults
- Providing input on methodology for assessing the efficacy of the memorandum of understanding between BPD and Baltimore School Police
- Commencing comprehensive review of PIB internal affairs investigations in 2018
- Reviewing, analyzing and obtaining updates from BPD about incidents that are under investigation by PIB or otherwise have drawn scrutiny
- Reviewing BPD transport logs and audits
- Addressing issues relating to interactions with individuals with behavioral health disabilities, including meeting with CPIC, revising crisis intervention policies, discussing analysis of needs of the City's behavioral health system, and reviewing crisis intervention training
- Consulting BPD on developing community policing and staffing plans
- Consulting BPD on developing and implementing recruitment, hiring and retention plans
- Drafting the Monitoring Team's third semiannual report
- Drafting and finalizing the Monitoring Team's budget for FY20
- Meetings and communications with Judge Bredar to inform him and receive his feedback about the progress of the project
- Preparing and updating content for the team's website, including Monthly Monitor newsletter
- Engaging with residents on social media

Invoice Summary

Invoice Totals

	Previously Billed (FY 2019)	June 2019 Billed	Fiscal YTD 2019 Billed
Services	\$1,394,188.00	\$248,603.25	\$1,642,791.25
Expenses	\$66,266.58	\$4,953.44	\$71,220.02
TOTAL Services and Expenses	\$1,460,454.58	\$253,556.69	\$1,714,011.27

FY2019 Budget¹	\$1,830,173.43
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¹The FY2019 Budget includes \$355,173.47 carried over from FY2018 Budget.

Funds Remaining in FY2019 Budget	\$116,162.20
Percentage of Funds Used in FY2019 Budget	93.65%
Fiscal 2019 YTD Value of pro bono Services	\$685,451.50

Breakdown of Billable Hours & Expenses

June	Total Hours	Billed Hours	Pro Bono Hours	Total Services Billed	Total Expenses Billed
Thompson	36	18	18	\$8,550.00	\$0.00
Rosenthal	99.6	73.6	26	\$34,960.00	\$0.00
Aden	56	53	3	\$12,455.00	\$0.00
Barge	24.1	24.1	0	\$5,663.50	\$288.93
Bethel	23	23	0	\$5,405.00	\$121.00
Drake	22.1	18.8	3.3	\$4,418.00	\$0.00
Drake (Exec. Ass't)	50	50	0	\$1,875.00	\$0.00
Joyce	14	14	0	\$3,290.00	\$0.00
Meares	3.6	3.6	0	\$846.00	\$0.00
O'Toole	9.9	9.9	0	\$2,326.50	\$0.00
Ramsey	30	30	0	\$7,050.00	\$0.00
Smoot	65.5	44	21.5	\$10,340.00	\$3,070.54
Villasenor	30.6	30.6	0	\$7,191.00	\$0.00
Ray Kelly	18.1	18.1	0	\$4,253.50	\$436.52
Darnyle Wharton	34.2	34.2	0	\$2,565.00	\$0.00
Neighborhood Liaisons	113.35	113.35	0	\$2,267.00	\$225.00
Dupont	39.7	20.6	19.1	\$4,841.00	\$811.45
Bowman	26.7	26.7	0	\$6,274.50	\$0.00
Parker	19	13.2	5.8	\$3,300.00	\$0.00
University of Toronto	0	0	0	\$21,587.25	\$0.00
Morgan State University	0	0	0	\$64,145.00	\$0.00
Community Resources for Justice	0	0	0	\$35,000.00	\$0.00
Total	715.45	618.75	96.7	\$248,603.25	\$4,953.44

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Individual Invoices and Supporting Documentation

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

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

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

INVOICE FOR MONTH OF:	June	INVOICE SUBMITTED BY:	Thompson	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
DATE SUBMITTED:		YEAR:	2019	

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.

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	
June	1		\$ 475.00	\$ -				
June	2		\$ 475.00	\$ -				
June	3	Review final draft of Annual Sex Assault Report; review OPD Comments to Draft Policies pertaining to Behavioral Health Crisis	0.9 \$	\$ 475.00	\$ 427.50	Review complaint from Citizen re: BPD Administrative Hearing Postings; review Monthly Monitor	0.8	
June	4		\$ 475.00	\$ -				
June	5		\$ 475.00	\$ -				
June	6		\$ 475.00	\$ -				
June	7	Telephone conference with Deputy Commissioner Murphy re: draft Engagement Protocol; review materials in connection with arrest of Sgt. Newcomb and follow up communication with Monitoring Team Leadership re: same; review memo to Public & Policy 1809 re: Exculpatory Evidence Disclosure; review PIB Spreadsheet	2.5 \$	\$ 475.00	\$ 1,187.50			
June	8		\$ 475.00	\$ -				
June	9		\$ 475.00	\$ -				
June	10	Review comments and G. Lippman and R. Dupont re: Crisis Response Policy; telephone conference with S. Sullivan re: draft Protocol for Monitoring Response to Significant Events; review R. Dupont's explanation for GAP Analysis extension	1.3 \$	\$ 475.00	\$ 617.50			
June	11	Participate in weekly community engagement meeting; review mission statement and proposed modifications re: same; review Disability of Rights MD -comments to Policies relative to crisis responses	1.7 \$	\$ 475.00	\$ 807.50			
June	12		\$ 475.00	\$ -				
June	13	Telephone conference with S. Sullivan re: draft Critical Incident Protocol	0.4 \$	\$ 475.00	\$ 190.00	Review administrative issues	0.8	
June	14		\$ 475.00	\$ -				
June	15		\$ 475.00	\$ -		Attend Mayor Civic Workshop meeting	0.5	
June	16		\$ 475.00	\$ -				
June	17		\$ 475.00	\$ -		Review recent Internal Affairs news stories and evaluate issues that need to be addressed; prepare response to resident; met at Mayor's Civic workshop	0.7	
June	18		\$ 475.00	\$ -				
June	19	Review initial draft of Negotiated Settlement Agreement and correspond with Ms. Sullivan re: same	0.5 \$	\$ 475.00	\$ 237.50	Begin working on logistics for next month's monthly and quarterly meeting	0.2	

June	20		\$	475.00	\$	-	Attend EPIC Conference	7.5
June	21		\$	475.00	\$	-	Attend EPIC Conference	6
June	22		\$	475.00	\$	-		
June	23		\$	475.00	\$	-		
June	24	Review correspondence re: Cherry Hill Police interaction; several communications with Ms. Sullivan re Academy Major Interview	0.7	\$	475.00	\$	332.50	
June	25	Review Critical Incident Notification Draft Protocol and distribute to M.T. Leadership for comments; review Negotiated Settlement Draft Policy 321 in preparation for meeting with Parties	1.5	\$	475.00	\$	712.50	
June	26	Review Cherry Hill Body worn camera footage; review another version of the Negotiated Settlement Agreement policy; Attend interview for Internal Affairs Major	5.2	\$	475.00	\$	2,470.00	
June	27	Review background material and attend SIRT Presentation re: Mondawmin Heights incident; attend CPC meeting; conference with R.Dupont re:same	3.3	\$	475.00	\$	1,567.50	
June	28		\$	475.00	\$	-	Work on logistical issues for monthly meeting; respond to DOJ requests re: Cherry Hill incident; handle administrative issues	1.5
June	29		\$	475.00	\$	-		
June	30		\$	475.00	\$	-		
June	31		\$	475.00	\$	-		

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

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INVOICE FOR MONTH OF:	June	Complete these four cells before starting spreadsheet.
INVOICE SUBMITTED BY:	Rosenthal	
DATE SUBMITTED:	7/30/2019	
YEAR:	2019	

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 475.00	\$ -		
June	2			\$ 475.00	\$ -		
June	3	Review and revise notice of approval of UOF/FIP I training curriculum and telephone conference with S. Sullivan re same; initial review of training curriculum on stops, searches and arrests/fair and impartial policing II and emails with team re same; review OPD comments on draft policies and interactions with individuals with behavioral health disabilities and in crisis and email Dupont re same; confer with Thompson re new procedure for notification by BPD of significant incidents	3.3	\$ 475.00	\$ 1,567.50 Emails with Kelly re Monthly Monitor and June events; emails with Smoot and Aden rebudget		
June	4	Telephone conference and emails with parties re refinements to definition of deadly/lethal force in UOF policies; prepare comments on revised draft of exculpatory evidence disclosure policy and email with DOJ re same	4.1	\$ 475.00	\$ 1,947.50 Review and revise community engagement FB post and confer with Wharton re same; weekly community engagement team meeting; emails with Barge and Venable IT re platform to review PIB investigative files; emails re next community forum; emails with MT members re drafting semiannual report; emails with CJI, Barge and Smoot re outcome assessments work; telephone conference with Barge and Venable IT re platform to review PIB investigative files; emails with IUR re community survey and University of Toronto re arrestee survey; emails with Aden re review of officer-involved sexual misconduct policy and brief review of same		1
June	5	Finalize notice of approval of UOF/FIP I training curriculum; prepare draft FY20 budget and emails with Aden, Drake and Smoot re same; finalize comments on latest draft of exculpatory evidence disclosure policy and emails with parties re same; emails with BPD re updates on various PIB investigations; review summary of officer focus group findings; emails with parties re refinements to definition of deadly/lethal force in UOF policies	3.4	\$ 475.00	\$ 1,615.00		2.7
June	6	MT leadership discussion re FY20 budget and revise draft budget; review and comment on latest draft of exculpatory evidence disclosure policy; follow up emails with parties re same and telephone conference with L. Fink (BPD) re same; attention to exhibits for notice of approval of UOF/FIP I training and emails with BPD re same; review recent PIB investigation materials and emails with parties re same	3.2	\$ 475.00	\$ 1,520.00 Confer with Thompson and Kelly re community engagement function		
June	7	Emails/telephone conferences with BPD re notice of approval of UOF/FIP I training; emails re BPD reporting on stops; emails with parties on draft exculpatory evidence disclosure policy; review and emails with parties re revised "deadly/lethal force" definition in UOF policies	1.1	\$ 475.00	\$ 522.50		1
June	8	Review BWC footage of Newberg incident and emails re same	0.3	\$ 475.00	\$ 142.50 Emails with Judge Bredar and Thompson re Newberg case		0.2

Baltimore Consent Decree Monitor
INVOICE

June	9		\$ 475.00	\$ -	
June	10	Telephone conference with Barge and CJI re potential CJI assistance with outcome assessments; draft notice of revisions to "deadly/lethal force" definition and emails with parties re same	1.7 \$	475.00 \$	807.50 Review new draft mission/core values statement and MT leadership comments on same; emails with IUR re community survey
June	11	Review and comment on SSA/FIP II training curriculum; finalize for filing notice of revisions to "deadly/lethal force" definition in BPD policies; emails with parties re materials related to Newberg prosecution	3.7 \$	475.00 \$	1,757.50 Emails re outcome assessments experts; community engagement team call and follow up emails; review press re crime reduction plan, staffing plan and community policing plan and emails with community engagement team re same; emails with leadership re A. Williams verdict and attention to press re same; emails with parties re arrest in sex assault case; review DRM comments on policies addressing interactions with individuals with behavioral health disabilities
June	12	Review and comment on SSA/FIP II training curriculum and emails/telephone conference with Barge re same; telephone conference with IUR and Barge re update on community survey; confer with Thompson and emails with 21CP re FY20 budget	5.7 \$	475.00 \$	2,707.50 Confer/emails with Venable practice management re invoicing and budget; emails re upcoming PIB update call; emails with community engagement team re upcoming events
June	13	Emails with MT members re semiannual report	0.4 \$	475.00 \$	190.00 Emails with Foglesong and Levi re arrestee survey; emails with community engagement team re upcoming events
June	14	Emails with MT members re semiannual report; telephone conference with MT members and DOJ re monitoring UOF/FIP I training	1.1 \$	475.00 \$	522.50 Telephone conference with DOJ re youth ambassadors proposal; telephone conference/emails with Smoot, Aden and Thompson re FY20 budget
June	15		\$	475.00 \$	- Attention to recent press and emails with court re same
June	16		\$	475.00 \$	-
June	17	Draft semiannual report and emails with MT members re same; emails with Drake re amended monitoring plan chronology; attention to circuit court dismissal of 12 disciplinary cases and emails with MT leadership and court re same	6.8 \$	475.00 \$	3,230.00
June	18	Draft semiannual report; training call with parties; review and emails with Barge and BPD re UOF/FIP I e-learning passagerates	3.9 \$	475.00 \$	1,852.50 Community engagement team call; emails with IUR re community survey update
June	19	Attend and observe UOF/FIP I training; draft semiannual report	8 \$	475.00 \$	3,800.00 Draft semiannual report; attend community BBQ with R. Kelly; review MT collective comments on SSA/FIP II training curriculum; emails with Barge and parties re UOF/FIP I e-learning passage rates
June	20	Attend and observe UOF/FIP I training and debrief with Academy supervisors afterward; review draft report on officer focus groups and email comments to CJI re same	8 \$	475.00 \$	3,800.00 Draft semiannual report; review draft report on officer focus groups and email comments to CJI re same; attend and observe UOF/FIP I training; emails with Thompson, Aden, Smoot re budget
June	21	Call and emails with DOJ and Barge re feedback on UOF/FIP I training; draft semiannual report; emails with parties re semiannual report, budget and community survey; emails with parties re stops reporting and review updated draft of BPD	3.5 \$	475.00 \$	1,662.50
June	22		\$	475.00 \$	-
June	23	Draft semiannual report and email to parties re same	8 \$	475.00 \$	3,800.00 Draft semiannual report
June	24	Review and email comments with DOJ re collective MT/DOJ comments on UOF/FIP I training observations for prior week	0.9 \$	475.00 \$	427.50 Emails with Foglesong and Levi re obtaining ethics board approval for custodial arrestee survey; review civilian video of Cherry Hill incident and email with MT leadership and community engagement team re same; emails with IUR re community survey update; emails with Barge re training observation schedule
June	25	Emails with DOJ re proposed budget; emails with Dupont re notice of approval of revised crisis intervention policies; emails with IUR re community survey and revise FY20 budget; review FY20 budget and emails with Aden and Smoot re same	1.5 \$	475.00 \$	712.50
June	26		\$	475.00 \$	- Emails with court re FY20 budget; emails with Thompson re review of Cherry Hill incident
June	27	Review BWC footage from incident in Cherry Hill, draft analysis, and emails with MT leadership re same; review critical incident reporting protocol and email comments to MT leadership re same; telephone conference with DOJ re proposed budget; emails with Foglesong and Levi re arrestee survey; review final version of MT/DOJ feedback on UOF/FIP I training sessions	3.2 \$	475.00 \$	1,520.00 Emails with Venable practice management re invoicing
June	28	Confer with Thompson re EPIC, Cherry Hill incident, neighborhood liaisons and upcoming meeting with Court; preliminary review of FOP comments on exculpatory evidence disclosure policy	0.6 \$	475.00 \$	285.00 Revise and email with parties re proposed FY20 budget; emails with Wharton and Kelly; review community feedback sent to email account
June	29		\$	475.00 \$	-

June	30	Draft request for court approval of FY20 budget	1.2 \$ 475.00 \$ 570.00 Emails with Thompson re community engagement
June	31		\$ 475.00
			73.6 TOTAL: \$ 34,960.00

0.2

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EXPENSES

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

Subtotal Time:	\$ 34,960.00
Subtotal Expenses:	\$ -
TOTAL:	\$ 34,960.00

Unbilled Hours 26

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

INITIALS

sar

Baltimore Consent Decree Monitor
750 E Pratt, Ste 900
Baltimore, MD 21202

INVOICE FOR MONTH OF:		<u>June</u>			INSTRUCTIONS				
INVOICE SUBMITTED BY:		Aden			Complete these four cells before saving spreadsheet. Rates and other info will self-populate.				
DATE SUBMITTED:		7/5/2019							
YEAR:		2019							
<p>Sample Description: <i>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.</i> </p>									
TIME									
Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)		Unbilled Hours	
June	3	Email and correspondence re: MT Budget for July 2019 to June 2020 with MT workgroup. Logistics for meetings in Baltimore this week. Continued work on budget. Technical assistance on PIBOPR manual (distribution to BPD of a sample Investigative report structure).	2.5	\$ 235.00	\$ 587.50				
June	4	Call with S.Sullivan re: Supervision (logistics for upcoming MT/BPD meeting) and recent citizen contacts re: OPR matters and associated follow ups. Continued review and correspondence of budget for the MT (July 19/June 20). Call with the monitor re: several CDrelated matters.	2	\$ 235.00	\$ 470.00				
June	5	Call with N. Joyce re: Supervision and upcoming Court date (July 11). Call with S.Smoot re: meeting with BPD on Supervision matters on June 6 and progress in the area of Supervision to be captured for the MT submission to the Court for the hearing. Review of the Promotions and Promotion Committee policy.	3	\$ 235.00	\$ 705.00				
June	6	Meeting at BPDHQ with CDIU staff re: Supervision related areas of the CD. Meeting at Venable re: administrative MT matters, assignments, etc. Call with the monitor. Call with S.Rosenthal re: various CDrelated matters and subject areas. Email and correspondence related to ongoing reviews, timelines etc.. Continued work on budget and planning for period spanning July 2019/June 2020.	7	\$ 235.00	\$ 1,645.00	Travel Time		3	
June	7	Email and correspondence with parties re: controversial B/W/C footage, review of the footage and a follow up call with BPDrelated to the incident. Continued administrative work on the July 2019-June 2020 budget.	3	\$ 235.00	\$ 705.00				
June	9	Review of the newest draft of the PB/OPR manual submitted by the BPD. Email and correspondence re: CDrelated matters and projects.	2	\$ 235.00	\$ 470.00				
June	10	Edits and comments to the BPD Mission Statement and Values. Email and correspondence with MT members re: various ongoing projects and deliverables. Call with M. Barge re: Outcome assessments. Meeting with Sean Smoot re: Outcome Assessments and 2019-2010 MT budget.	2.5	\$ 235.00	\$ 587.50				
June	11	Email and correspondence re: Budget preparation. Meeting with S.Smoot and M. Barge re: approximate costs for outcome assessment function in budget year 2019/2020.	2	\$ 235.00	\$ 470.00				

June	12	PIB/OPR Manual review. Email and correspondence re: logistics and upcoming meetings.	2.5	\$ 235.00	\$ 587.50		
June	13	Call with the parties to receive updates on significant OPRcases. Email and correspondence with the MT budget workgroup and review of the latest draft in preparation for a Venable/21CP call on 6/14/19 to finalize the July 2019/June 2020 budget. Staffing call with the parties.	3	\$ 235.00	\$ 705.00		
June	14	Call with MT leadership regarding community engagement, budget and other CDrelated matters. Call with S.Smoot re: upcoming site visits, Supervision and Staffing and budget matters and assignments. Drafting the Misconduct Investigations and Discipline portion of the Third Semi-annual Report. Review of the PIB/OPR manual. Email and correspondence re: the upcoming comprehensive Investigations outcome assessment, including logistics around access to the data provided by the BPD.	5.5	\$ 235.00	\$ 1,292.50		
June	15	Continued review of the PIB/OPR Manual.	2.5	\$ 235.00	\$ 587.50		
June	17	Email and correspondence with the parties re: ongoing deliverables, pending outcome assessments and project management. PIB/OPR MT workgroup correspondence re: Interviews section of the PIB	2	\$ 235.00	\$ 470.00		
June	18	Email and correspondence re: 3rd Semi-annual Report, PIB Investigations Manual and other CD related matters. Review of PIB/OPR Investigative Manual as well as merging MT workgroup comments. Follow up on several matters reported by community members. Call with M. Barge re: training and associated topics related to the CD. Correspondence with MT leadership and the Court re: CDrelated matters.	3.5	\$ 235.00	\$ 822.50		
June	21	Email and correspondence with stakeholders on PIB/OPR Manual edits, merging of DOJcomments and MT and timeline for return to the City. Continued review of PIB/OPR Investigative manual. Correspondence with MT leadership on budget and timeline for sending the latest draft to the parties.	2.5	\$ 235.00	\$ 587.50		
June	24	Email and correspondence re: various CDrelated matters. Combined and distributed DOJ/MT comments on the PIB Investigations Manual.	2.5	\$ 235.00	\$ 587.50		
June	26	Email and correspondence re: various CDrelated projects and logistics.	1	\$ 235.00	\$ 235.00		
June	27	Email and correspondence re: various CDrelated projects and logistics.	1.5	\$ 235.00	\$ 352.50		
June	30	Review of NSA policy in preparation for call with parties to discuss the implementation process and the policy itself. Email and correspondence re: numerous CDrelated matters and project	2.5	\$ 235.00	\$ 587.50		
		TOTAL HOURS:	53	TOTAL:	\$ 12,455.00		3

EXPENSES

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

HMA

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

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1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet.
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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.

INVOICE FOR MONTH OF:	June	Complete these four cells before sharing spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Barge	
DATE SUBMITTED:	7/1/2019	
YEAR:	2019	

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	2	Email communications w/ MT re: SSAFIP II training.	0.2	\$ 235.00	\$ 47.00		
June	3	Draft notice re: UOF/FIP I training; communicate w/ S.Rosenthal re: same. Various email communications w/ BPD,MT.	0.9	\$ 235.00	\$ 211.50		
June	4	Various email communications w/ BPD,DOJ,MT.	0.1	\$ 235.00	\$ 23.50		
June	5	Various email communications w/ DOJ,BPD,MT re: assessments,training.	0.2	\$ 235.00	\$ 47.00		
June	6	Various email communications w/ MT re: outcome assessments. Conference call w/ S.Rosenthal,B. Drewett re: OPR outcome assessment file production. Draft semiannual report section re: training; communicate w/ S.Rosenthal, T. Meares, R.Villasenor re: same.	2.1	\$ 235.00	\$ 493.50		
June	7	Various email communications w/ MT re: stops, searches, and arrests training.	0.1	\$ 235.00	\$ 23.50		
June	10	Review and edit semiannual report chapter re: training; communicate w/ S.Rosenthal re: same. Various email communications w/ MT, BPD re: OPR assessment, UOF/FIP I training, SSAFIP II training, community survey. Conference call w/ S.Rosenthal, potential experts re: outcome assessments. Conference call w/ S.Sullivan re: training; email communications w/ MT, DOJ re: same.	1.8	\$ 235.00	\$ 423.00		

June	11	Meet w/ H. Aden, S.Smoot re: outcome assessments. Various email communications w/ DOJ, MT, BPDre: training, outcome assessments, additional monitoring issues.	1.2	\$ 235.00	\$ 282.00		
June	12	Various email communications w/ MT re: OPRoutcome assessment. Conference call w/ S.Rosenthal, N Pratt-Harris re: community survey. Conference call w/ S. Rosenthal re: outcome assessments, training, community survey. Conference call w/ S.Smoot re: outcome assessments.	1.4	\$ 235.00	\$ 329.00		
June	13	Various email communications w/ BPD,MT re: OPR search and seizure, outcome assessments. Coordinate OPRassessment file review; communicate w/ MT via email re: same; conference call w/ S. Smoot re: same. Conference call w/ BPD,MT re: supervision.	1.5	\$ 235.00	\$ 352.50		
June	14	Conference call w/ DOJ,MT re: training auditing. Various email communications w/ MT re: training auditing. Revise, coordinate, and distribute materials and assignments for OPRassessment; communicate w/ MT reviewers re: same.	1.9	\$ 235.00	\$ 446.50		
June	15	Various email communications w/ MT re: SSAFIP II training.	0.1	\$ 235.00	\$ 23.50		
June	17	Various email communications w/ MT re: OPR,OPR Manual, OPRassessment, UOF/FIP I training, search and seizure training. Review and comment on SSAFIP II eLearning training curriculum; synthesize MT feedback re: same; communicate w/ MT, DOJre: same. Draft sections for semiannual report re: OPRassessment, outcome measures; communicate w/ H. Aden, S.Rosenthal re: same.	2.7	\$ 235.00	\$ 634.50		
June	18	Various email communications w/ MT, BPDre: UOF/FIP I training, OPRassessment, community survey, SSAFIP II training. Conference call w/ BPD, DOJ, MT re: training. Review, revise, and edit OPR Manual re: interviews; communicate w/ H. Aden re: same. Review, revise, and edit SSAFIP II training. Conference call w/ H. Aden re: outcome assessments.	3.8	\$ 235.00	\$ 893.00		
June	19	Various email communications w/ MT, DOJre: training, outcome assessments, OPRassessment, UOF/FIP I eLearning. Review, revise, and edit SSAFIP II training; communicate w/ MT, DOJre: same. Communicate w/ N. Joyce re: sexual assault investigations.	1.7	\$ 235.00	\$ 399.50		
June	20	Various email communications w/ DOJ, MT re: OPRManual, OPRassessment, training, sexual assault investigations.	0.3	\$ 235.00	\$ 70.50		
June	21	Various email communications w/ BPD,DOJ,MT re: SSAFIP II training, UOF/FIP I training, stops reporting OPRmanual.	0.3	\$ 235.00	\$ 70.50		
June	24	Revise and edit memorandum re: use of force training feedback; communicate w/ DOJ, MT re: same. Draft UOF/FIP I audit schedule; communicate w/ S.Rosenthal, K.O'Toole, R.Villasenor re: same. Various email communications w/ MT, DOJre: use of force training memo.	1.3	\$ 235.00	\$ 305.50		
June	25	Various email communications w/ BPD,DOJ,MT re: training, SSAreport. Conference call w/ DOJ, MT re: SSAFIP II training. Conference call w/ S.Parker re: SSAtraining, OPR Manual. Conference call w/ S.Sullivan re: various training, OPRissues.	1.3	\$ 235.00	\$ 305.50		
June	26	Various email communications w/ BPD,MT re: training, SSAreporting, OPRmanual.	0.2	\$ 235.00	\$ 47.00		
June	27	Various email communications w/ MT re: assorted monitoring issues.	0.2	\$ 235.00	\$ 47.00		
June	28	Various email communications w/ MT.	0.8	\$ 235.00	\$ 188.00		
		TOTALHOURS:	24.1	TOTAL:	\$ 5,663.50		

EXPENSES													
Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		Total					
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non- Meal Expense						
6/9/2019	Office Services	Squarespace	Gmail BPDMonitor.com Email Monthly Fee			\$ 189.44		\$189.44					
6/11/2019	Office Services	Squarespace	Squarespace Monthly Website Maintenance Fee(BPDMonitor.com) (\$0.58/mile)			\$ 26.00		\$26.00					
6/17/2019	Office Services	Survey Gizmo	Electronic Assessment Platform Monthly Fee*			\$ 73.49		\$73.49					
						TOTAL:		\$288.93					
* Because Mr. Barge also uses this electronic service for another project, reimbursement is sought for one-half of the total monthly invoice for the service. <table border="1"> <tr><td>BILLED</td></tr> <tr><td>Subtotal Time: \$ 5,663.50</td></tr> <tr><td>Subtotal Expenses: \$ 288.93</td></tr> <tr><td>TOTAL: \$ 5,952.43</td></tr> <tr><td><i>Unbilled</i> \$ -</td></tr> </table>									BILLED	Subtotal Time: \$ 5,663.50	Subtotal Expenses: \$ 288.93	TOTAL: \$ 5,952.43	<i>Unbilled</i> \$ -
BILLED													
Subtotal Time: \$ 5,663.50													
Subtotal Expenses: \$ 288.93													
TOTAL: \$ 5,952.43													
<i>Unbilled</i> \$ -													
Your initials here signify that the charges on this invoice are accurate: <div style="text-align: center;">INITIALS MB</div>													



Invoice

Tuesday, June 11, 2019

ISSUED TO:
Matthew Barge

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

Charges

Subscription: Business (Monthly) - [REDACTED] \$26.00

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

All prices in US Dollar.



Invoice

Sunday, June 9, 2019

ISSUED TO:
Matthew Barge

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

Charges

Subscription: G Suite (Monthly) (bpmonitor.com) - [REDACTED] \$174.00

[REDACTED] All prices in US Dollar.
Subtotal: \$174.00
Discount --
Sales Tax \$15.44
Due: \$189.44
Paid: \$189.44

All prices in US Dollar.

surveygizmo

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

INVOICE

Invoice Number: INV00202756
Invoice Date: 06/17/2019
Due Date: 06/17/2019
Payment Terms: Due Upon Receipt
PO Number:
Currency: USD
Customer Tax ID:

Customer Billing Details:

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

Sold to Contact: Matthew Barge
Email: [REDACTED]

Items:

Description	Service Period	Qty	Rate	Amount
Consumer Edition (CE)- Monthly Adventurer License CE Adventurer License	06/18/2019- 07/17/2019	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

Baltimore Consent Decree Monitor
750 E Pratt, Ste 900
Baltimore, MD 21202

INVOICE FOR MONTH OF:	<u>May</u>	INSTRUCTIONS Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Bethel	
DATE SUBMITTED:	<u>7/8/2019</u>	
YEAR:	2019	

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	2	Preparation of Third Semiannual Report	1.5	\$ 235.00	\$ 352.50		
june	3	Review School Police Methodology	1	\$ 235.00	\$ 235.00		
june	4	Preparation and review of material for Conference Calls 6/5	1	\$ 235.00	\$ 235.00		
june	5	Conference Call for Community Engagement Conference Call with BPD to Discuss Squeegee Policy	2	\$ 235.00	\$ 470.00		
june	6	Conference Call with DOJ, BPD to discuss School Police and BPDMOU Methodology.	1.5	\$ 235.00	\$ 352.50		
june	7	Final Review of School Police Assessment Methodology	1	\$ 235.00	\$ 235.00		
June	9	Completion of Draft Third Semiannual Report	1.5	\$ 235.00	\$ 352.50		
June	10	In Person meeting with DOJ and Juvenile Defenders re: Discuss youth policies	6.5	\$ 235.00	\$ 1,527.50		
june	15	Review of Youth Policy re: Research language usage to include in youth policy	2	\$ 235.00	\$ 470.00		
June	17	Conference Call Re: Youth Policy Review with DOJ, BPD, City, Monitoring Team	1.5	\$ 235.00	\$ 352.50		
june	19	Review of Memorandum to the Community re: Changes to Use of Force Policies	0.5	\$ 235.00	\$ 117.50		
June	26	Review of Draft Youth Policy Timeline	1	\$ 235.00	\$ 235.00		
june	27	Review of Youth Policy Updates	1	\$ 235.00	\$ 235.00		

June	28	Conference Call re: Youth Policy Call	1	\$ 235.00	\$ 235.00			
			23	TOTAL:	\$ 5,405.00	TOTAL UNBILLED HOURS:	0	
TIME								
Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non- Meal Expense	
6/10/2019	Transportation	AMTRAK					\$ 121.00	
							\$ -	
							\$ -	
							TOTAL:	\$ 121.00
Subtotal Time: \$ 5,405.00 Subtotal Expenses: \$ 121.00 TOTAL: \$ 5,526.00 Unbilled Hours 0.00								
Your initials here signify that the charges on this invoice are accurate: INITIALS KB								

From: etickets@amtrak.com 
Subject: Amtrak: eTicket and Receipt for Your 06/10/2019 Trip - KEVIN BETHEL
Date: June 9, 2019 at 8:11 PM
To: [REDACTED]

E

SALES RECEIPT

Purchased: 06/09/2019 5:11 PM PT

Thank you for your purchase.

1. Retain this receipt for your records.
2. Print the attached eTicket and carry during your trip.

Merchant ID [REDACTED]
1 Massachusetts Ave NW
Washington, DC 20001
800-USA-RAIL
Amtrak.com

?

Reservation Number - AB8AA7**PHILADELPHIA 30TH ST, PA - BALTIMORE PENN, MD (Round-Trip)**

JUNE 9, 2019

Billing Information

KEVIN BETHEL		
[REDACTED]		
[REDACTED]		
[REDACTED] ending in [REDACTED] (Purchase) Total \$121.00		
Authorization Code [REDACTED]		

Purchase Summary - Ticket Number 1600694078698

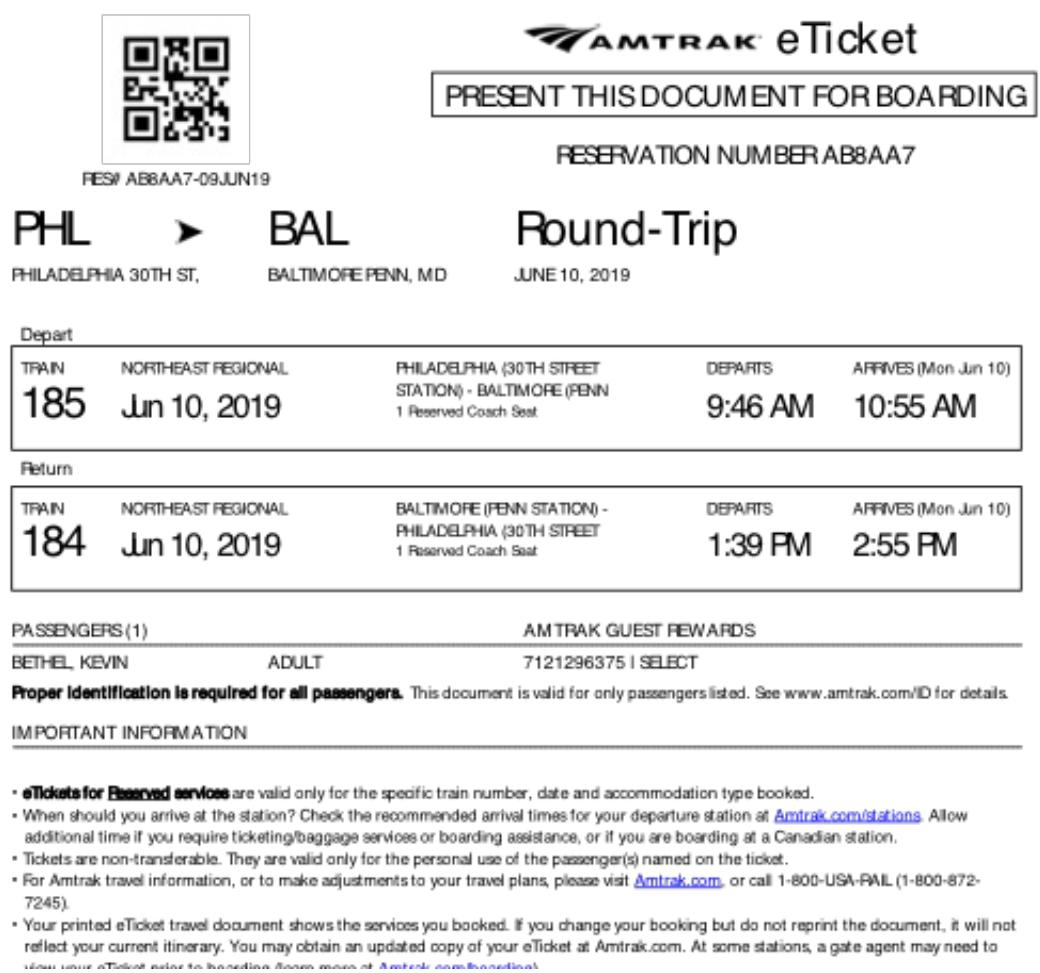
Train 185: PHILADELPHIA (30TH STREET STATION), PA - BALTIMORE (PENN STATION), MD
Depart 9:46 AM, Monday, June 10, 2019
1 RESERVED COACH SEAT \$68.00
Subtotal \$68.00
Train 184: BALTIMORE (PENN STATION), MD - PHILADELPHIA (30TH STREET STATION), PA
Depart 1:39 PM, Monday, June 10, 2019
1 RESERVED COACH SEAT \$53.00
Subtotal \$53.00
Total Charged by Amtrak \$121.00

Passengers

Kevin Bethel

Important Information

- Tickets are non-transferable.
- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. If your travel plans change, contact us before departure to change your reservation. If you do not board your train, your entire reservation from that point will be canceled. If you board a different train without notifying us, you will have to pay for it separately; the conductor cannot apply the money paid for your prior reservation. For more information please visit [Amtrak.com/changes](#).
- Summary of Terms and Conditions: Ticket valid for carriage or refund (subject to the refund rules of the fare purchased) for twelve months after day of issue unless otherwise specified. Amtrak tickets may only be sold or issued by Amtrak or an authorized travel agent/tour operator. Tickets sold or issued by an unauthorized third party will be voided by Amtrak. This ticket is a contract of carriage which includes specific terms and conditions and a binding arbitration agreement between Amtrak and the ticket holder. The terms and conditions and arbitration agreement are available at [Amtrak.com/terms-and-conditions.html](#). Tickets sold for non-Amtrak service are subject to the tariffs of the providing carrier.
- Questions? Contact us online at [Amtrak.com/contact](#) or call 1-800-USA-RAIL (1-800-872-7245) or for text telephone (TTY) 1-800-523-6590.



view your e-ticket prior to boarding (learn more at [Amtrak.com/ticketing](#)).

- Changes to your itinerary may affect your fare. Refund and exchange restrictions and penalties for failure to cancel unwanted travel may apply. For more information please visit [Amtrak.com/changes](#).
- Carry-on baggage is limited to 2 personal items, 14x11x7" / 25lbs per item, and 2 bags, 28x22x14" / 50lbs per bag, per passenger. **You may be charged a baggage fee or denied boarding if your items exceed these limitations.** See the baggage policy at [Amtrak.com/baggage](#).
- Check the departure board or ask a uniformed Amtrak employee to find out where to board your train.
- If You See Something Say Something! Contact Amtrak Police at 1-800-381-0008 or Text to AFD11 (27311).

RES# AB8AA7 PHL-BALI Round-Trip Travel Date: Jun 10, 2019 1-800-USA-RAIL (1-800-872-7245)

Baltimore Consent Decree Monitor
750 E Pratt, Ste900
Baltimore, MD 21202

INSTRUCTIONS

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2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
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7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Drake (Exec. Ass't)	
DATE SUBMITTED:	7/1/2019	
YEAR:	2019	

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	3	Conference Call: Recruitment Hiring and Retention Bi-Weekly Meeting. Notes, follow-up and communications with SMEs.	2.2	\$ 37.50	\$ 82.50		
June	4	Coordination of OEForum PSA Website update, calendar review, SME support and emails.	3	\$ 37.50	\$ 112.50		
June	5	Conference Call: Staffing Study Bi-Weekly Call. Notes, follow-up and communication with SME's	1.3	\$ 37.50	\$ 48.75		
June	6	Pre Meeting: 21 OPLeads Budget Planning. Meeting: MT Leads- Budget Planning for year two. Notes, analysis and follow-up	8	\$ 37.50	\$ 300.00		
June	7	Website update, calendar review, SME support and emails. Budget Review and analysis for year two.	2.1	\$ 37.50	\$ 78.75		
June	10	MT Timeline Update work. Website update, calendar review, SME support and emails.	2.8	\$ 37.50	\$ 105.00		
June	11	MT Timeline Update work. Website update, calendar review, SME support and emails.	2.7	\$ 37.50	\$ 101.25		
June	12	MT Timeline Update work, SME support and emails.	2.6	\$ 37.50	\$ 97.50		

June	13	Conference Call: Staffing and Supervision Bi-Weekly Call. Notes, follow-up and communication with SMEs	1.8	\$ 37.50	\$ 67.50		
June	14	Administrative tasks, budget analysis and MT Timeline Review. SME support and emails.	2	\$ 37.50	\$ 75.00		
June	17	Conference Call: Recruitment Hiring and Retention Bi-Weekly Meeting. Notes, follow-up and communications with SMEs.	2.3	\$ 37.50	\$ 86.25		
June	18	Conference Call: Training Plans Meeting. Notes, follow-up, and communication with SMEs. Document analysis for SME support	3.1	\$ 37.50	\$ 116.25		
June	19	Conference Call: Staffing and Supervision Bi-Weekly Call. Notes, follow-up and communication with SMEs	1.5	\$ 37.50	\$ 56.25		
June	20	Administrative Tasks, Website update, calendar review, SME support and emails.	3	\$ 37.50	\$ 112.50		
June	21	Conference Call: PIB Investigation. Notes, follow-up, and communication	1.2	\$ 37.50	\$ 45.00		
June	24	Website update, calendar review, SME support and emails.	2	\$ 37.50	\$ 75.00		
June	25	Conference Call: PIB Investigation Manual- Interviews. Notes, follow-up, and communication with SMEs	2.4	\$ 37.50	\$ 90.00		
June	26	Conference Call: Staffing and Supervision Bi-Weekly Call. Notes, follow-up and communication with SMEs	1.5	\$ 37.50	\$ 56.25		
June	27	Conference Call: 21CP Leads re: Budget for Year Two. Follow-up and analysis	2.1	\$ 37.50	\$ 78.75		
June	28	Budget analysis, administrative tasks, website update, calendar review, SME support and emails.	2.4	\$ 37.50	\$ 90.00		
		TOTAL HOURS:	50	TOTAL:	\$ 1,875.00	TOTAL UNBILLED HOURS:	0

EXPENSES							
Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS	
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non-Meal Expense
							\$ -
							\$ -
							\$ -
					TOTAL:		\$ -
Subtotal Time:	\$ 1,875.00						
Subtotal Expenses:	\$ -						
TOTAL:	\$ 1,875.00						
Unbilled Hours	0.00						
Your initials here signify that the charges on this invoice are accurate:				INITIALS JRD			

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

INSTRUCTIONS

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2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
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7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.

INVOICE FOR MONTH OF:	June	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Drake	
DATE SUBMITTED:	7/1/2019	
YEAR:	2019	

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	3			\$ 235.00	\$ -	Administrative Tasks: Team outreach, emails and phone calls	1
June	4	Conference Call: CEStanding Weekly Call. Follow-Ups, emails and outreach	1.3	\$ 235.00	\$ 305.50		
June	6			\$ 235.00	\$ -	Administrative Tasks: Team outreach, emails and phone calls	0.4
June	11	Conference Call: Standing Weekly Call. Follow-ups, emails and outreach	1.6	\$ 235.00	\$ 376.00		
June	12			\$ 235.00	\$ -	Administrative Tasks: Team outreach, emails and phone calls	0.6
June	18	Conference Call: Standing Weekly Call. Follow-Ups, emails and outreach	1.7	\$ 235.00	\$ 399.50		
June	19	Review of NL's quarterly hours and work on year-end analysis	2.2	\$ 235.00	\$ 517.00		
June	20	Coordinate order for CETeam T-Shirts, emails and outreach	2	\$ 235.00	\$ 470.00		
June	23			\$ 235.00	\$ -	Administrative Tasks: Team outreach, emails and phone calls	1.3
June	24	Analysis of NLyear-end hours and creation of summary document	2.3	\$ 235.00	\$ 540.50		
June	25	Conference Call: CEStanding Call. Follow-ups, emails and outreach	1.7	\$ 235.00	\$ 399.50		
June	26	Analysis of NLyear-end hours and final review of document	2	\$ 235.00	\$ 470.00		

June	29	Community Outreach: LGBTQ+ Listening Session with Pastor Daniels- St. Michael Church	4	\$ 235.00	\$ 940.00			
			TOTAL HOURS:	18.8	TOTAL:	\$ 4,418.00	TOTAL UNBILLED HOURS:	3.3
EXPENSES								
Date	Category	Vendor	Comments (if necessary)	Travel Day	MEALS + INCIDENTALS Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	NON MEALS Non-Meal Description	Non-Meal Expense	Total
								\$ -
								\$ -
								\$ -
								\$ -
								TOTAL: \$ -
Subtotal Time:	\$ 4,418.00							
Subtotal Expenses:	\$ -							
TOTAL:	\$ 4,418.00							
Unbilled Hours	3.30							

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.
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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>June</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	<u>Joyce</u>	
DATE SUBMITTED:	<u>7/5/2019</u>	
YEAR:	<u>2019</u>	

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
June	5	Prepared submission for the 3rd Annual Report for Staffing and Sexual Assault	3.5	\$ 235.00	\$ 822.50		
June	6	Conference call with BPD, DOJ, MT on Sexual Assault and second call on community policing	3.5	\$ 235.00	\$ 822.50		
June	14	Reviewed and researched information on community policing and staffing	2	\$ 235.00	\$ 470.00		
June	24	Reviewed and researched information on community policing and staffing	2.5	\$ 235.00	\$ 587.50		
June	26	Conference call with BPD, DOJ, MT on Staffing	2.5	\$ 235.00	\$ 587.50		
		TOTAL HOURS:	14	TOTAL:	\$ 3,290.00	TOTAL UNBILLED HOURS:	0

EXPENSES

Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		Total
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non-Meal Expense	
							\$ -	
							\$ -	
							TOTAL:	\$ -
Subtotal Time:	\$ 3,290.00							
Subtotal Expenses:	\$ -							
TOTAL:	\$ 3,290.00							
Unbilled Hours:	0.00							

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

INITIALS
NMJ

Baltimore Consent Decree Monitor
750 E Pratt, Ste900
Baltimore, MD 21202

INSTRUCTIONS

- Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet.

Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.

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 a day should be reflected as "unbilled."

You may NOT bill for time spent traveling to or from Baltimore or anywhere else. Travel time is non-reimbursable.

Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab.

Do not forget to initial the box attesting to the accuracy of this statement before you submit it.

Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.

INVOICE FOR MONTH OF:	<u>June</u>	
INVOICE SUBMITTED BY:	Mears	
DATE SUBMITTED:	7/3/2019	Complete these four calls before starting spreadsheet.
YEAR:	2019	Rates and other info will be populated in the spreadsheet.

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
June	6	Conference call / review and comment on semi-annual report	1.3	\$ 235.00	\$ 305.50		
June	15	SSATraining Review	1.8	\$ 235.00	\$ 423.00		
June	30	SSAemails	0.5	\$ 235.00	\$ 117.50		
		TOTALHOURS:	3.6	TOTAL:	\$ 846.00		0

EXPENSES

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

INITIALS
TLM

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

Baltimore Consent Decree Monitor
 750 E Pratt, Ste900
 Baltimore, MD 21202

INSTRUCTIONS

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INVOICE FOR MONTH OF:	June	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	O'Toole	
DATE SUBMITTED:	7/2/2019	
YEAR:	2019	

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	14	Internal Call re Monitoring of Training	1.5	\$ 235.00	\$ 352.50		
June	18	Review updated training matrix and training call	2	\$ 235.00	\$ 470.00		
June	19	Assess tool and prep IT for case reviews	1.2	\$ 235.00	\$ 282.00		
June	20	Final IT prep and case review	1.8	\$ 235.00	\$ 423.00		
June	27	Case review	3.4	\$ 235.00	\$ 799.00		
		TOTAL HOURS:	9.9	TOTAL:	\$ 2,326.50	TOTAL UNBILLED HOURS:	0

EXPENSES

Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		TOTAL:
				Travel Day	Total Meal + Incidentials (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non-Meal Expense	
								\$ -
								\$ -
								TOTAL: \$ -
Subtotal Time:	\$ 2,326.50							
Subtotal Expenses:	\$ -							
TOTAL:	\$ 2,326.50							
Unbilled Hours	0.00							

INITIALS

KMO

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

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

INVOICE FOR MONTH OF:	June
INVOICE SUBMITTED BY:	Ramsey
DATE SUBMITTED:	7/1/19
YEAR:	2019

INSTRUCTIONS

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

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	3	Conference Call: Recruitment. Email and correspondence- MT related topics. Document review and feedback.	2.3	\$ 235.00	\$ 540.50		
June	4	Conference Call: CE Standing Call Conference Call: MT Leadership. Email and correspondence- MT related topics. Document review and feedback.	3.4	\$ 235.00	\$ 799.00		
June	5	Conference Call: Staffing. Email and correspondence- MT related topics. Document review and feedback.	1.7	\$ 235.00	\$ 399.50		
June	6	Email and correspondence- MT related topics. Document review and feedback.	2.7	\$ 235.00	\$ 634.50		
June	7	Call: Leadership update. Email and correspondence- MT related topics. Document review and feedback.	1.8	\$ 235.00	\$ 423.00		
June	10	Conference Call: Bi-Weekly Call with parties. Email and correspondence- MT related topics. Document review and feedback.	1.6	\$ 235.00	\$ 376.00		
June	11	Conference Call: CE Standing Call. Email and correspondence- MT related topics. Document review and feedback.	2.2	\$ 235.00	\$ 517.00		
June	12	Call: Leadership Update and support. Email and correspondence- MT related topics. Document review and feedback.	3	\$ 235.00	\$ 705.00		
June	13	Conference Call: Staffing and supervision	1	\$ 235.00	\$ 235.00		
June	14	Conference Call: MT Leadership. Email and correspondence- MT related topics. Document review and feedback.	2.1	\$ 235.00	\$ 493.50		

June	17	Conference Call: Recruitment. Email and correspondence- MT related topics. Document review and feedback.	1.7	\$ 235.00	\$ 399.50
June	18	Conference Call: CE Standing Call.: Leadership support and update. Email and correspondence- MT related topics. Document review and feedback.	2.4	\$ 235.00	\$ 564.00
June	19	Conference Call: Staffing	1	\$ 235.00	\$ 235.00
June	21	Call: Leadership Update and support. Email and correspondence- MT related topics. Document review and feedback.	1.3	\$ 235.00	\$ 305.50
June	24	Email and correspondence- MT related topics. Document review and feedback.	0.5	\$ 235.00	\$ 117.50
June	25	Conference Call: CE Standing Call. Email and correspondence- MT related topics. Document review and feedback.	1.3	\$ 235.00	\$ 305.50
30 TOTAL:				\$ 7,050.00	0

EXPENSES

Date	Category	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		Total
			Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Descrip- tion	Non-Meal Expense	
Transportation						\$ -	
						\$ -	
						\$ -	
			TOTAL:			\$ -	

Subtotal Time: \$ 7,050.00

Subtotal Expenses: \$ -

TOTAL: \$ 7,050.00

Unbilled Hours 0.00

INITIALS
CHR

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

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

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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
June	3	Recruiting, Retention, OSWprep and mtg	3	\$ 235.00	\$ 705.00		
June	4	Review CJU Preliminary Focus Group Highlights and Take Away Report	1.5	\$ 235.00	\$ 352.50		
June	5	Prep for meetings regarding hiring, retention, FY20 Budget, OPR, and Supervision	2.5	\$ 235.00	\$ 587.50	Travel Time	4.5
June	6	Meetings regarding hiring, retention, FY20 Budget, OPR, Supervision, and Outcome Measurements	8	\$ 235.00	\$ 1,880.00	Extended Hours for Site Visits	1.5
June	7			\$ 235.00	\$ -	Travel Time	4.5
June	10	FY20 MT Budget development and CJU Outcome Measures conf call	2	\$ 235.00	\$ 470.00		
June	13	Prep Conf Call & F/U Supervision and Staffing	3.5	\$ 235.00	\$ 822.50		
June	14	MT Budget Review and Conf Call re Aggregation - SME re-alignment etx	2	\$ 235.00	\$ 470.00		
June	17	Prep and doc review for Recruiting Retention & Conf Call	2	\$ 235.00	\$ 470.00		
June	19	Email Communication & Document Review	2	\$ 235.00	\$ 470.00		
June	24	Prep for and attend meetings R&F Engagement and review OJ requirements ahead of UoF Trng Observation	4.5	\$ 235.00	\$ 1,057.50	Travel Time	4.5
June	25	Academy Traing observation & TA of UoF and Fair/Impartial Policing Trng	8	\$ 235.00	\$ 1,880.00	Extended Hours for Site Visits	1
June	26	Work on 2nd year budget	2.5	\$ 235.00	\$ 587.50	Travel Time & Budget Prep	5.5
June	27	Focus Group Report 2nd Draft review for edits	2.5	\$ 235.00	\$ 587.50		
			44	TOTAL:	\$ 10,340.00		21.5

EXPENSES

Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		Total
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non-Meal Expense	
6/5-7/19	Air		R/T SWA STL-BWI			\$ 747.96	\$ 747.96	
6/5-7/19	Lodging		Marriott Hotel			\$ 362.20	\$ 362.20	
6/5-7/19	Parking		STL			\$ 60.00	\$ 60.00	
6/5-7/19	Mileage		R/T SPI to STL to SPI (106 miles x .58 x2)			\$ 122.96	\$ 122.96	
6/5/2019	Food			Yes	\$ 53.25			\$ 53.25
6/6/2019	Food			No	\$ 71.00			\$ 71.00
6/7/2019	Food			Yes	\$ 53.25			\$ 53.25
6/5/2019	Transportation		Uber BWI - Hotel			\$ 25.23	\$ 25.23	
6/5/2019	Transportation		Uber to Meeting			\$ 7.55	\$ 7.55	
6/5/2019	Transportation		Uber from Meeting			\$ 8.98	\$ 8.98	
6/7/2019	Transportation		Uber to BWI			\$ 25.78	\$ 25.78	
6/24-26/19	Air		R/T SWA STL-BWI			\$ 747.96	\$ 747.96	
6/24-26/19	Lodging		Sheraton Hotel			\$ 344.20	\$ 344.20	
6/24-26/19	Parking		STL			\$ 60.00	\$ 60.00	
6/24-26/19	mileage		R/T SPI to STL to SPI (106 miles x .58 x2)			\$ 122.96	\$ 122.96	
6/24/2019	Food			Yes	\$ 53.25			\$ 53.25
6/25/2019	Food			No	\$ 71.00			\$ 71.00
6/27/2019	Food			Yes	\$ 53.25			\$ 53.25
6/24/2019	Transportation		Uber fr BWI to hotel			\$ 23.25	\$ 23.25	
6/25/2019	Transportation		Uber to Academy			\$ 17.75	\$ 17.75	
6/25/2019	Transportation		Uber to Hotel			\$ 17.06	\$ 17.06	
6/27/2019	Transportation		Uber to BWI			\$ 21.70	\$ 21.70	
					TOTAL:		\$ 3,070.54	

Subtotal Time:	\$							
	10,340.0	0						
Subtotal Expenses:	\$							
	3,070.5	4						
TOTAL:	\$							
	13,410.5	4						
Unbilled Hours	21.50							
Your initials here signify that the charges on this invoice are accurate:				INITIALS				
				SMS				

Receipt

L/R #03 A Payment No.00005662
T/D #01 Ticket No.024830
Entry Time 06/05/2019 (Wed) 7:17
Exit Time 06/07/2019 (Fri) 14:24
Parking Time 2Days 7:07
Parking Fee Rate A \$60.00



Credit Card Amount \$60.00

Total \$60.00

Thank You for Your Visit
Please Come Again !

Receipt

LR#02
T/O #01
Entry Time
Exit Time
Parking Time
Parking Fee

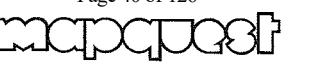
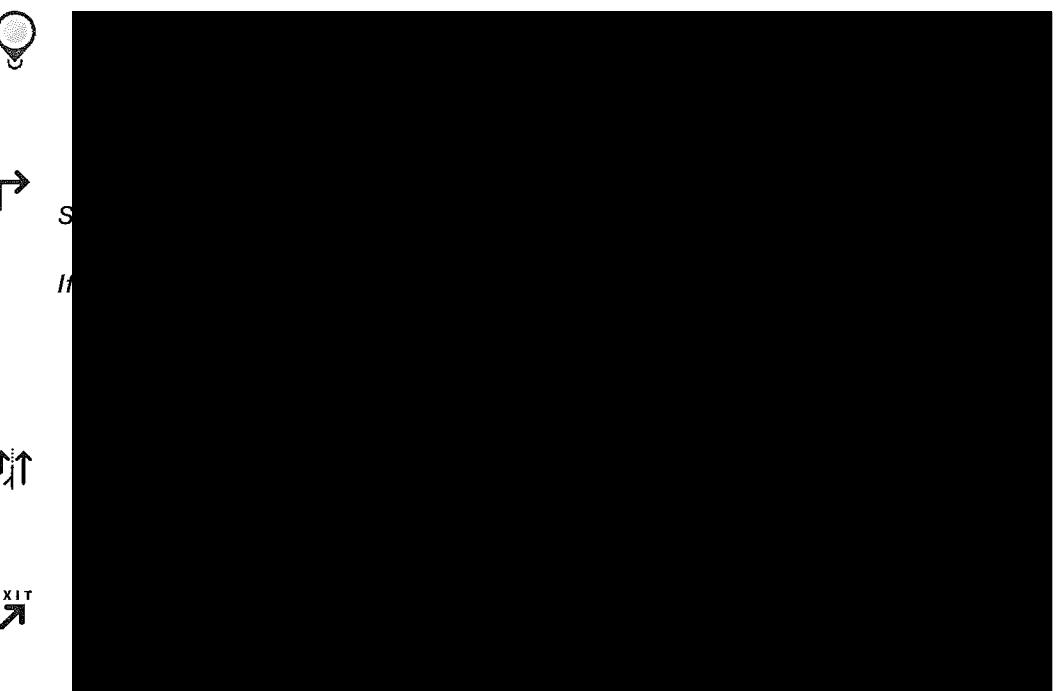
A Payment Nb 00005316
Ticket Nb 026284
06/24/2019 (Mon) 5:14
06/28/2019 (Fri) 5:18
4 Days \$ 7:4
Rate A \$ 6.00

credit card Amnt \$60.00
Total \$60.00

Thank You for Your Visit
Please Come Again!

YOUR TRIP TO:

STL - Lambert-Saint Louis International Airport

**1 HR 43 MIN | 106.1 MI** 

0.82 total miles

3.32 total miles

4.53 total miles

5.08 total miles

5. Merge onto I-55 Bus S.

Then 0.11 miles

5.19 total miles

6. I-55 Bus S becomes I-55 S.

Then 72.04 miles

77.23 total miles

7. Merge onto I-270 W via EXIT 20B toward Kansas City (Crossing into Missouri).

Then 23.60 miles

100.83 total miles

8. Merge onto I-170 S via EXIT 26A toward I-170 S/Clayton.

Then 3.08 miles

103.92 total miles

9. Merge onto I-70 W via EXIT 7B toward Kansas City.

Then 0.75 miles

104.67 total miles

10. Take EXIT 238A toward Lambert-St Louis Airport.

Then 0.65 miles

105.32 total miles

11. Merge onto Lambert International Blvd.

07/31/19

Then 0.51 miles

Page 41 of 126

105.83 total miles

12. Stay straight to go onto Terminal Access Rd.

Then 0.07 miles

105.89 total miles

13. Stay straight to go onto Main Terminal Departure Dr.

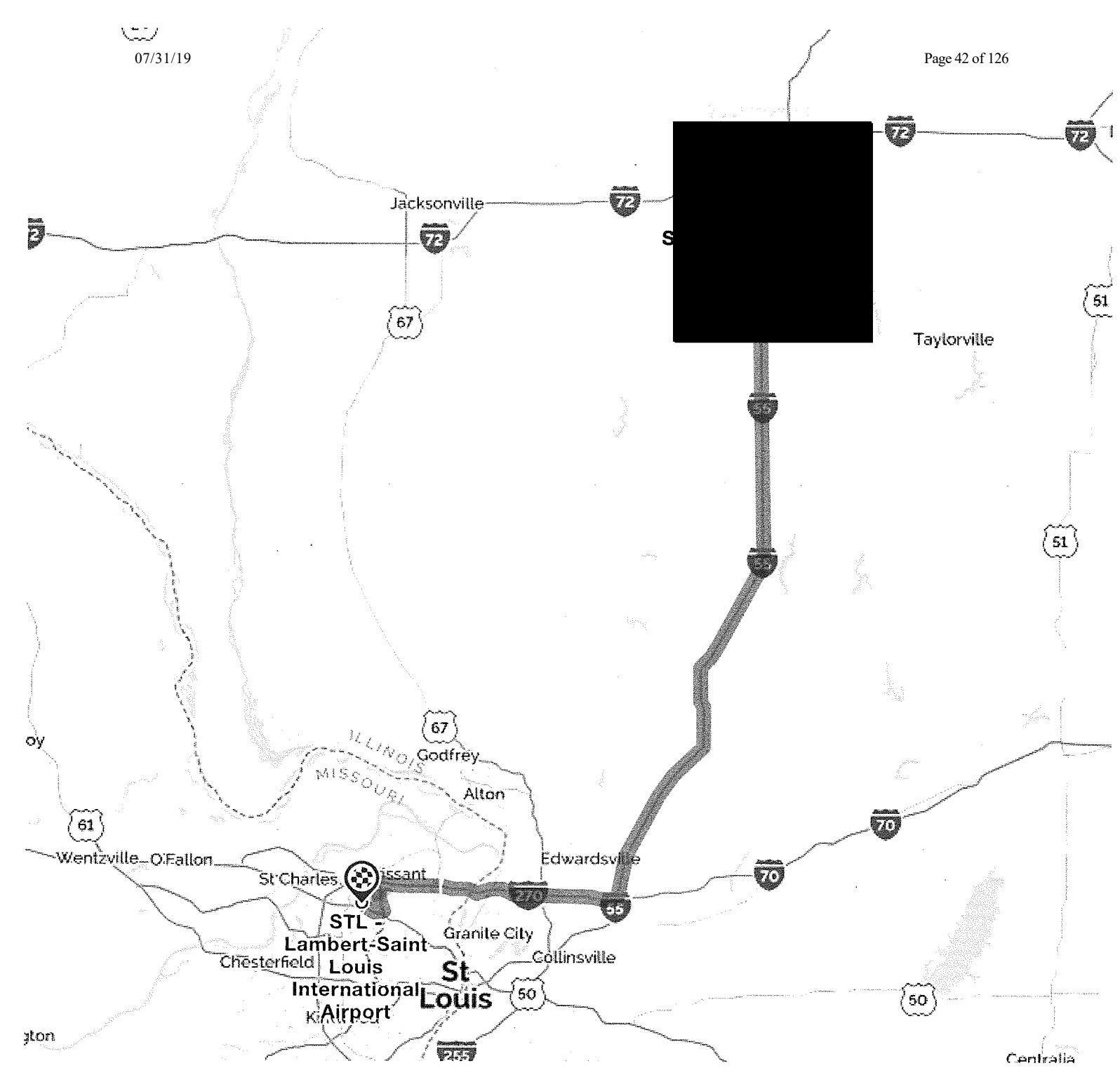
Then 0.17 miles

106.06 total miles

14. 10701 LAMBERT INTERNATIONAL BL.

If you reach Lambert International Blvd you've gone about 0.2 miles too far.

Use of directions and maps is subject to our [Terms of Use](#). We don't guarantee accuracy, route conditions or usability. You assume all risk of use.



Sean Smoot

- My trips

26 June 2019, 10:31am

\$21.70



Your UberX trip with Gary
300 S Charles St, Baltimore, MD21201, US

10:31 AM

7050 Elm Rd, Baltimore, MD21240, US

10:51 AM

25 June 2019, 1:42pm

\$17.06



Your UberX trip with Temitope
5509 Park Hts, Avenue, 21215, US

1:42 PM

300 S Charles St, Baltimore, MD21201, US

2:08 PM

25 June 2019, 5:38am

\$17.75



Your UberX trip with Tara
300 S Charles St, Baltimore, MD21201, US

5:38 AM

3500 W Northern Pkwy, Baltimore, MD21215, USA

5:59 AM

Uber Ride Drive More

Help

24 June 2019, 2:33pm

\$23.25



Your UberX trip with Stella
Baltimore-Washington International Airport

2:33 PM

300 S Charles St, Baltimore, MD21201, US

2:57 PM

07 June 2019, 9:52am

\$25.78



Your UberX trip with Eric
700 Aliceanna St, Baltimore, MD21202, USA

9:52 AM

7050 Elm Rd, Baltimore, MD21240, US

10:17 AM

05 June 2019, 8:47pm

\$7.55



Your UberX trip with Adil
2 NCharles St, Baltimore, MD21201, US

8:47 PM

700 Aliceanna St, Baltimore, MD21202, US

9:00 PM

05 June 2019, 4:36pm

\$8.98



Your UberX trip with Michael
700 Aliceanna St, Baltimore, MD21202, USA

4:36PM
2 NCharles St, Baltimore, MD21201, US
4:50 PM

05 June 2019, 12:12pm
\$25.23



Your UberX trip with Ashraf
Baltimore-Washington International Airport
12:12 PM
700 Aliceanna St, Baltimore, MD21202, US
12:39 PM

Baltimore Marriott Waterfront
 700 Aliceanna Street
 Baltimore, MD 21202 US
 +1 410-385-3000

Summary of Charges

Guest Information	SEAN SMOOT	Dates of Stay	06/05/2019 - 06/07/2019
	[REDACTED]	Room number	1134
	[REDACTED]	Guest number	[REDACTED]
	[REDACTED]	Member Number	[REDACTED]
	[REDACTED]	Number	

Date	Description	Reference	Charges	Credits
06/05/2019	TELECOMM	FREEHSIA	0.00	
06/05/2019	ROOM	1134, 1	149.00	
06/05/2019	STATE TX	1134, 1	8.94	
06/05/2019	CITY TAX	1134, 1	14.16	
06/06/2019	HONORBAR	HONORBAR	18.00	
06/06/2019	ROOM	1134, 1	149.00	
06/06/2019	STATE TX	1134, 1	8.94	
06/06/2019	CITY TAX	1134, 1	14.16	
06/06/2019	TELECOMM	FREEHSIA	0.00	
	[REDACTED]		362.20	
Total balance			0.00 USD	

Important information

Authenticity of Hotel Bills

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

Privacy

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

Credit of Marriott Bonvoy Points

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

Questions about your bill? Please contact your hotel directly at +1 410-385-3000

Sheraton Inner Harbor
300 South Charles Street
Baltimore, MD 21201
United States
Tel: 410-962-8300 Fax: 410-962-8211



SEAN SMOOT

Page Number : 1 Invoice Nbr : 3477881
Guest Number : [REDACTED]
Folio ID : A
Arrive Date : 24-JUN-19 14:08
Depart Date : 26-JUN-19 12:00
No. Of Guest : 1
Room Number : 1421
Marriott Bonvoy Number: [REDACTED]

Information Invoice

Inner Harbor BWIIS JUN-26-2019 06:10 9999

Date	Reference	Description	Charges (USD)	Credits (USD)
24-JUN-19	RT1421	Room Chrg - Govt./Military	149.00	
24-JUN-19	RT1421	State Tax	8.94	
24-JUN-19	RT1421	Occupancy/Tourism	14.16	
25-JUN-19	RT1421	Room Chrg - Govt./Military	149.00	
25-JUN-19	RT1421	State Tax	8.94	
25-JUN-19	RT1421	Occupancy/Tourism	14.16	
				-344.20

Continued on the next page

Sheraton Inner Harbor
300 South Charles Street
Baltimore, MD 21201
United States
Tel: 410-962-8300 Fax: 410-962-8211



SEAN SMOOT

Page Number	:	2	Invoice Nbr	:	3477881
Guest Number	:	[REDACTED]			
Folio ID	:	A			
Arrive Date	:	24-JUN-19	14:08		
Depart Date	:	26-JUN-19	12:00		
No. Of Guest	:	1			
Room Number	:	1421			
Marriott Bonvoy Number:	:	[REDACTED]			

** Total	344.20	-344.20
*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

When you stay with us, we Go Beyond so you can too with thoughtful service, exceptional experiences and everything you seek when traveling.
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Tell us about your stay. www.sheraton.com/reviews

Continued on the next page

Sheraton Inner Harbor
300 South Charles Street
Baltimore, MD 21201
United States
Tel: 410-962-8300 Fax: 410-962-8211



SEAN SMOOT

Page Number	:	3	Invoice Nbr	:	3477881
Guest Number	:	[REDACTED]			
Folio ID	:	A			
Arrive Date	:	24-JUN-19	14:08		
Depart Date	:	26-JUN-19	12:00		
No. Of Guest	:	1			
Room Number	:	1421			
Marriott Bonvoy Number:	:	[REDACTED]			

Signature _____

Bring the Sheraton sleep experience home with you. Visit SheratonStore.com.

From: Southwest Airlines southwestairlines@ifly.southwest.com
Subject: Sean Smoot's 06/05 Baltimore trip (JFC3T9): Your reservation is confirmed.
Date: June 1, 2019 at 3:56 P [REDACTED]
[REDACTED] pbpalaw@aol.com

Here's your itinerary and other important travel information.
[View our mobile site](#) | [View in browser](#)



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



Hi Sean,

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

JUNE 5 - JUNE 7

STL ✈ BWI

St. Louis to Baltimore

Confirmation # [REDACTED]

Confirmation date: 06/01/2019

PASSENGER **Sean Smoot**

RAPID REWARDS # [REDACTED]

TICKET # [REDACTED]

EXPIRATION¹ May 31, 2020

EST. POINTS EARNED [REDACTED]

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Wednesday, 06/05/2019 Est. Travel Time: 2h Anytime

FLIGHT # 2233	DEPARTS STL 08:25AM	ARRIVES BWI 11:25AM
	St. Louis	Baltimore

Flight 2: Friday, 06/07/2019 Est. Travel Time: 2h 10m Anytime

DEPARTS	ARRIVES
---------	---------

SA

FLIGHT
#2189

BWI 12:45PM

Baltimore



STL 01:55PM

St. Louis

Payment information

Total cost

Air - [REDACTED]	
Base Fare	\$ 669.18
U.S. Transportation Tax	\$ 50.18
U.S. 9/11 Security Fee	\$ 11.20
U.S. Flight Segment Tax	\$ 8.40
U.S. Passenger Facility Chg	\$ 9.00
Total	\$ 747.96

Payment

[REDACTED]
Date: June 1, 2019

Payment Amount: \$747.96

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

Your ticket number: 5262482045010

Prepare for takeoff



24 hours before your departure:

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



30 minutes before your departure:

Arrive at the gate prepared to board.



10 minutes before your departure:

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

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

[See more travel tips](#)

Don't miss out on automatic check-in



EarlyBird Check-In® reserves your boarding position at 36 hours before your flight, earlier than regular check-in.

From: Southwest Airlines southwestairlines@ifly.southwest.com
Subject: Sean Smoot's 06/24 Baltimore trip (OHOPVQ): Your reservation is confirmed.
Date: June 7, 2019 at 10:44 PM
To: [REDACTED]

Here's your itinerary and other important travel information.
[View our mobile site](#) | [View in browser](#)



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



Hi Sean,

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

JUNE 24 - JUNE 26

STL ✈ BWI

St. Louis to Baltimore

Confirmation # [REDACTED]

Confirmation date: 06/07/2019

PASSENGER **Sean Smoot**

RAPID REWARDS # [REDACTED]

TICKET # [REDACTED]

EXPIRATION¹ June 7, 2020

EST. POINTS EARNED [REDACTED]

Rapid Rewards® points are only estimations.

Your itinerary

Flight 1: Monday, 06/24/2019 Est. Travel Time: 2h 5m Anytime

FLIGHT #	DEPARTS	ARRIVES
# 2291	STL 11:05AM St. Louis	BWI 02:10PM Baltimore

Flight 2: Wednesday, 06/26/2019 Est. Travel Time: 2h 10m Anytime

DEPARTS	ARRIVES
---------	---------

FLIGHT
5888

BWI 05:00PM

Baltimore

 STL 06:10PM

St. Louis

Payment information

Total cost

Air - [REDACTED]	
Base Fare	\$ 669.18
U.S. Transportation Tax	\$ 50.18
U.S. 9/11 Security Fee	\$ 11.20
U.S. Flight Segment Tax	\$ 8.40
U.S. Passenger Facility Chg	\$ 9.00
Total	\$ 747.96

Payment

[REDACTED]
Date: June 7, 2019

Payment Amount: \$747.96

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

Your ticket number: 5262485276584

Prepare for takeoff



24 hours before your departure:

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



30 minutes before your departure:

Arrive at the gate prepared to board.



10 minutes before your departure:

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

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[See more travel tips](#)

Don't miss out on automatic check-in



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Baltimore Consent Decree Monitor
750 E Pratt, Ste 900
Baltimore, MD 21202

INVOICE FOR MONTH OF:	<i>June</i>	INVOICE SUBMITTED BY:	Villasenor
DATE SUBMITTED:	7/1/2019	YEAR:	2019
		Comments: Complete these four cells before starting spreadsheet. Rates and other info will self-populate.	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and rate information to populate the spreadsheet.
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5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab.
6. Do not forget to initial the box attesting to the accuracy of this statement before you submit it.
7. Do not hesitate to call Deputy Monitors Hassan Aden or Seth Rosenthal with any questions.

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	2	Emails concerning future Training work and initial review of respective policies.	1	\$ 235.00	\$ 235.00		
June	3	Prep and participate in OSW/Recruitment, Hiring and Retention Conference call. In preparation of assisting in training curriculum review for SSAFIP; read the following SSAFIP policies - 906 Traffic Citations, 1104 Arrest Warrants, 1505 Foot Pursuits, and 317 Fair and Impartial Policing.	3	\$ 235.00	\$ 705.00		
June	4	Call on Definition of Lethal Force. Read the following policies to prepare for training curriculum review for upcoming SSAFIP training. 1105 Warrantless Arrest Procedures and Probable Cause Standards, 1108 DUI and DWI Arrest Procedures. Review and Comment on eLearning Module 1 - 906, 1104, 1106, 1108	3.3	\$ 235.00	\$ 775.50		
June	5	Work on SemiAnnual Report for Transport and Use of Force. Provide feedback for Training module of report. Continue review of SSAFIP policies - 1013 Strip Searches and Body Cavity Searches, 1114 Persons in Police Custody, 1002 Securing and Interviewing Witnesses, 1105 Custodial Interrogations. Review Transport logs.	3	\$ 235.00	\$ 705.00		
June	10	Policy Call, work on SSAFIP Training curriculum and review policies 1007 Search and Seizure Warrants, 1109 Warrantless Searches, 1112 Field Interviews, Investigative Stops, Weapons Pat-Downs, and Searches, 720 Interactions with LGBTQ Individuals. Continued review and remarks on Day 1 Lesson plan and Power Point presentations for SSAFIP. Review and respond to emails concerning Mission and Values.	4	\$ 235.00	\$ 940.00		
June	11	Continued work on review of SSAFIP policies and Day 1 classroom training modules. Completed review and comments on eLearning modules 2-6 for SSAFIP. Read and respond to email.	5	\$ 235.00	\$ 1,175.00		
June	12	Continued work on review of SSAFIP policies and Day 1 and 2 of classroom training modules. Completed review and comments and forwarded on to Matthew with comments.	5	\$ 235.00	\$ 1,175.00		
June	14	Conference call on auditing plan for UOF/FIP training	0.8	\$ 235.00	\$ 188.00		
June	17	Prepare and participate in OSW/Recruitment, Hiring and Retention conference call.	0.5	\$ 235.00	\$ 117.50		
June	18	Prepare and participate in Training Call. Review of completed first drafts of SSAFIP training to review comments from other members of DOJ and the MT.	3	\$ 235.00	\$ 705.00		
June	25	Prep and participate in a DOJ/MT call to discuss SSAFIP II training curriculum that was submitted by BPD.	1	\$ 235.00	\$ 235.00		
June	29	Miscellaneous emails and review of information being sent back to BPD concerning feedback on SSAFIP II curiculum.	1	\$ 235.00	\$ 235.00		
		TOTAL HOURS:	30.6	TOTAL:	\$ 7,191.00	TOTAL UNBILLED HOURS:	0

EXPENSES								
Date	Category	Vendor	Comments (if necessary)	MEALS + INCIDENTALS		NON MEALS		Total
				Travel Day	Total Meal + Incidentals (per daily Guidelines cap of \$69 per day)	Non-Meal Description	Non-Meal Expense	
								\$ -
								\$ -
								TOTAL: \$ -
Subtotal Time	\$ 7,191.00							
Subtotal Expenses	\$ -							
TOTAL:	\$ 7,191.00							
Unbilled Hours	0.00							

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

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

INVOICE FOR MONTH OF:	<u>June</u>	
INVOICE SUBMITTED BY:	CMPI (BCMC – Kelly)	
DATE SUBMITTED:	7/1/2019	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
YEAR:	2019	

INSTRUCTIONS

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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
June	1	Tabled at The Boundary Block Party in West Baltimore where I engaged over 100 residents about police reform, the consent decree and the role the monitoring team in the process. Passed out just as many Omonitor brochures and business cards, also signing up 14 residents for the listserve to receive the Monthly Monitor	2.9	\$ 235.00	\$ 681.50		
June	2	Met with the Anti-Racism Project at Emmanuel Episcopal Church in Downtown Baltimore where I presented to a group of about 15 members to discuss how residents of communities not impacted by police misconduct can effectively and responsibly engage in the reform process. Three new sign ups for the Monthly Monitor	1.3	\$ 235.00	\$ 305.50		
June	3			\$ 235.00	\$ -		
Jun	4			\$ 235.00	\$ -		
e	5			\$ 235.00	\$ -		
Jun	6			\$ 235.00	\$ -		

June	7	Met with Ms. Denise Williams and the videography team at UMBC to give an overview of the Consent Decree and the role of the neighborhood Liaison's in the process in preparation for the NL meeting	1.3 \$	235.00 \$	305.50
June	8	Tabled at the Historic Pennsylvania Avenue Parade on Pennsylvania and Pressman Streets in C.W. Baltimore. I engaged and gave flyer's to about 25 residents and signed up three more to receive the Monthly Monitor	2.4 \$	235.00 \$	564.00
June	9		\$	235.00 \$	-
June	10		\$	235.00 \$	-
June	11		\$	235.00 \$	-
June	12		\$	235.00 \$	-
June	13		\$	235.00 \$	-
June	14		\$	235.00 \$	-
June	15	Attended Mayor Jack Young's "Civic Saturday" facilitated by Baltimore's State Central Committee. Had the opportunity to present the Consent Decree process as another form of Civic Engagement. Also connected Committee members and residents about the public comment periods associated with all new BPD policies	2.5 \$	235.00 \$	587.50
June	16		\$	235.00 \$	-
June	17	Neighborhood Liaison Meeting which was recorded by the historical team at Arch Social Club and UMBC	1.2 \$	235.00 \$	282.00
June	18		\$	235.00 \$	-
June	19	Attended the Juneteenth Celebration in Southwest Baltimore on invitation from Towanda Jones and the 300 Gangsta Movement. Ultimately over 50 residents were in attendance at the time of the presentation. Seth Rosenthal and SW Neighborhood Liaison Alvernia Aleen were also in attendance	1.8 \$	235.00 \$	423.00
June	20		\$	235.00 \$	-
June	21		\$	235.00 \$	-
June	22		\$	235.00 \$	-
June	23		\$	235.00 \$	-
June	24		\$	235.00 \$	-

June	25	Monitor Team Check-in call/ Met with the Campaign for Justice, Safety and Jobs (CJSJ)to discuss what they percieved as a break down in dissemination of information on policy changes since the beginning of 2019. Discussed current open comment period for eleamning policy 708 and created a direct policy email group for their individual members./Attended and passed out literature and contact information at the African American Male Engagement Speakers Bureau meeting at Cornerstone Baptist Church in Northwest Baltimore. I directly engaged 15-20 community leaders in a crowd of 70	2.7	\$ 235.00	\$ 634.50	
June	26			\$ 235.00	\$ -	
June	27			\$ 235.00	\$ -	
June	28	Drafted Article for July's Monthly Monitor and drafted the Youth Engagement Questionaire for the upcoming summer endeavor with YO! Baltimore	2	\$ 235.00	\$ 470.00	
June	29			\$ 235.00	\$ -	
June	30			\$ 235.00	\$ -	
June	31			\$ 235.00	\$ -	
18.1		TOTAL:		\$ 4,253.50		0

EXPENSES

				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
			TOTAL:	\$ 436.52

Subtotal Time:	\$ 4,253.50
Subtotal Expenses:	\$ 436.52
TOTAL:	\$ 4,690.02
Unbilled Hours	0.00

INITIALS
RK

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

P.O. Box 101 Mt Airy, MD 21771

SIGHTS

Productions

410-795-4582 Fax: 410-795-5054
eric@sights-productions.com

Bill To
Baltimore Community Mediation Center Brianna Munoz 3333 Greenmount Ave Baltimore, Md 21218

Invoice

Date	Invoice #
6/17/2019	1452

Clients Job No.	P.O. No.	Terms	Due Date
			7/5/2019

Item	Quantity	Description	Rate	Amount
printing	3,000	New BCMC Brochure Spanish version Equipo de Monitoreo (CD Monitoring Team) 14 x 8.5 doublegate fold to 3.56 x 8.5, print 4/4 on 100# text	0.29667	890.00
SHIPPING			17.12	17.12

Other Grantor:
\$ 470.60

Consent Decree:
\$ 436.52

Total	\$907.12
Payments/Credits	\$0.00
Balance Due	\$907.12

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

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INVOICE FOR MONTH OF:	June
INVOICE SUBMITTED BY:	CMPI(BCMC)-Darnyle Wharton
DATE SUBMITTED:	7/1/2019
YEAR:	2019

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

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 75.00	\$ -		
June	2			\$ 75.00	\$ -		
June	3	Collected NL invoices. Checked and answered email. Made social media posts	2.1	\$ 75.00	\$ 157.50		
June	4	Attended CETeam Conference call. Made checks on NL weekly logs.	2	\$ 75.00	\$ 150.00		
June	5	Made NL visit to Eastern district.	1.5	\$ 75.00	\$ 112.50		
June	6	Made NL visit to NE and Northern District. Posted to social media	3	\$ 75.00	\$ 225.00		
June	7	Made NL visit to SEdistrict	1.2	\$ 75.00	\$ 90.00		
June	8			\$ 75.00	\$ -		
June	9			\$ 75.00	\$ -		
June	10	Did spot check on weekly logs in SEdistrict.	2	\$ 75.00	\$ 150.00		
June	11	Attended CETeam conference call. Attended resident meeting in western district and passed out flyers for upcoming quarterly forum.	3.1	\$ 75.00	\$ 232.50		
June	12	Made NL visit to Eastern district.	1.4	\$ 75.00	\$ 105.00		
June	13	Made NL visit to NE and Northern District. Posted to social media	3.6	\$ 75.00	\$ 270.00		
June	14	Made NL visit to SEdistrict	1	\$ 75.00	\$ 75.00		
June	15			\$ 75.00	\$ -		

Name:

Weekly Log

September 17th - 28th ' 18

June	16		\$ 75.00	\$ -	
June	17	Prepared for and Facilitated monthly NL meeting.	4 \$ 75.00	\$ 300.00	
June	18	Posted to social media. Checked and answered emails.	1.3 \$ 75.00	\$ 97.50	
June	19	Made NL visit to Eastern district.	1 \$ 75.00	\$ 75.00	
June	20	Made NL visit to NE and Northern District	2 \$ 75.00	\$ 150.00	
June	21	Did spot checks of weekly logs in NE and Eastern districts.	3 \$ 75.00	\$ 225.00	
June	22		\$ 75.00	\$ -	
June	23		\$ 75.00	\$ -	
June	24	Checked and answered emails.	1 \$ 75.00	\$ 75.00	
June	25	Attended CETeam Conference call.	1 \$ 75.00	\$ 75.00	
June	26		\$ 75.00	\$ -	
June	27		\$ 75.00	\$ -	
June	28		\$ 75.00	\$ -	
June	29		\$ 75.00	\$ -	
June	30		\$ 75.00	\$ -	
June	31		\$ 75.00	\$ -	
34.2		TOTAL:	\$ 2,565.00		0

Name:

Weekly Log

September 17th - 28th ' 18

Name:

Weekly Log

September 17th - 28th ' 18

Subtotal Time:	\$	2,565.00
Subtotal Expenses:	\$	-
TOTAL:	\$	2,565.00

Unbilled Hours 0.00

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

INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Boykins	
DATE SUBMITTED:	7/3/2019	
YEAR:	2019	

INSTRUCTIONS

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6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3			\$ 20.00	\$ -		
June	4			\$ 20.00	\$ -		
June	5			\$ 20.00	\$ -		
June	6	SGGSoup Kitchen-CDMNL's were provided, & CDOFinformation. Most were pleased to hear that their input was welcomed & commented that "at least it's a start."	2.5	\$ 20.00	\$ 50.00		
June	7			\$ 20.00	\$ -		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10			\$ 20.00	\$ -		
June	11			\$ 20.00	\$ -		
June	12			\$ 20.00	\$ -		
June	13			\$ 20.00	\$ -		
June	14			\$ 20.00	\$ -		
June	15			\$ 20.00	\$ -		
June	16			\$ 20.00	\$ -		

June	17	CDNL Monthly Meeting-we were observed via video by Arch Social Club's Historian (Denise) for a digital collection to memorialize events from the 2015 Uprising & CD in real time for posterity. Mr. Wynn, Exec. Dir. Introduced himself; group agenda continued.	1	\$ 20.00	\$ 20.00	
June	18			\$ 20.00	\$ -	
June	19			\$ 20.00	\$ -	
June	20	SGGSoup Kitchen-for this week guest interest was to hear what the CDNL's role is in the community and if we worked for the BPD. Most read the MNLtr on the spot.	2.5	\$ 20.00	\$ 50.00	
June	21			\$ 20.00	\$ -	
June	22			\$ 20.00	\$ -	
June	23			\$ 20.00	\$ -	
June	24			\$ 20.00	\$ -	
June	25			\$ 20.00	\$ -	
June	26			\$ 20.00	\$ -	
June	27	SGGSoup Kitchen; this week contact was limited b/c of plumbing issue; handed out brochures. Sandtown Sr. Ctr mtg w/Exec. Dir.-discussed outdoor event for Oct.	5.15	\$ 20.00	\$ 103.00	
June	28			\$ 20.00	\$ -	
June	29	Street canvassed-1500-1700 N. Fulton; 1500-1700 W. North Ave.; 1500 N. Mount St. Introduced myself to several business and left brochures; convo with residents.	3.5	\$ 20.00	\$ 70.00	
June	30			\$ 20.00	\$ -	
June	31			\$ 20.00	\$ -	
14.65 TOTAL:			\$ 293.00		0	

EXPENSES

Subtotal Time:	\$	293.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	318.00
Unbilled Hours		0.00

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

INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Alvonia Allen	
DATE SUBMITTED:		

YEAR: 2019

INSTRUCTIONS

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Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3			\$ 20.00	\$ -		
June	4	Went to a meeting that featured a Consent Decree Update/Monique Washington	2	\$ 20.00	\$ 40.00		
June	5	Attended Comm/Assoc meet and greet with politicians from 8th and 41st district	2	\$ 20.00	\$ 40.00		
June	6	Attende my Pratt Library Weekly Site	2	\$ 20.00	\$ 40.00		
June	7			\$ 20.00	\$ -		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10			\$ 20.00	\$ -		
June	11			\$ 20.00	\$ -		
June	12			\$ 20.00	\$ -		
June	13	Weekly Site Visit. Handed out pamphlets.. Answered questions re: Consent Decree	2	\$ 20.00	\$ 40.00		
June	14	Comm/Assoc meeting /updated on consent decree/gave out monthly newsletter. Updated on weekly availability at the Pratt for all nine districts	2	\$ 20.00	\$ 40.00		
June	15			\$ -	\$ -		
June	16			\$ -	\$ -		

June	17	Attended NL Monthly Meeting/Team updates, etc	1.5	\$ 20.00	\$ 30.00
June	18			\$ 20.00	\$ -
June	19	Attended a Community Gathering/gave out pamphlets/encourage young folks to come see me at the Pratt.	1	\$ 20.00	\$ 20.00
June	20	Tabled at my Weekly Site Visit. Handed out pamphlets.. Answered questions re: Consent Decree		\$ 20.00	\$ -
June	21			\$ 20.00	\$ -
June	22			\$ 20.00	\$ -
June	23			\$ 20.00	\$ -
June	24			\$ 20.00	\$ -
June	25			\$ 20.00	\$ -
June	26			\$ 20.00	\$ -
June	27	Tabled at my Weekly Site Visit. Handed out pamphlets.. Answered questions re: Consent Decree	2	\$ 20.00	\$ 40.00
June	28			\$ 20.00	\$ -
June	29			\$ 20.00	\$ -
June	30			\$ 20.00	\$ -
June	31			\$ 20.00	\$ -
14.5 TOTAL:			\$ 290.00		0

EXPENSES

Subtotal Time:	\$	290.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	315.00
Unbilled Hours		0.00

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INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Howard Roberts	
DATE SUBMITTED:	7/3/2019	
YEA R:	2019	

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6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June		Focus this month was on scattered sites throughout eastern district... checking on public access to brochures, restocking when necessary... attending large functions in community ...		\$ 20.00	\$ -		
				\$ 20.00	\$ -		
				\$ 20.00	\$ -		
				\$ 20.00	\$ -		
				\$ 20.00	\$ -		
June	3	Visited / dropped brochures at the Enoch Pratt on Orleans ...a few of the brochures were missing from a prior visit ... left 10 additional	1	\$ 20.00	\$ 20.00		
June	4	Attended TURNAROUND Tuesday at Zion Baptist - distributed brochures after session ... 7 to 10 in attendance ... did circulate after session with parishioners of Zion.	1	\$ 20.00	\$ 20.00		
June	5	Eastside Community Action Center office day ...numbers low again today... restocked display areaa ...spoke to a few (8) sitting in waiting area after 1:30pm.	1	\$ 20.00	\$ 20.00		
June				\$ 20.00	\$ -		
June				\$ 20.00	\$ -		

June		\$	20.00	\$	-
June	11	Did Greenmount Rec...NA/AA meeting on break ..spoke to 3 to 5-left 20 brochures in center	1	\$	20.00
June	12	Eastside Community Action Center office day ...worked site as usual... sparse crowd today	1	\$	20.00
June	13	Visited / dropped brochures at the Enoch Pratt on Cathedral ..the homeless were the principal occupants ...a few of the brochures were missing from a prior visit ... Added 10 to stack	1	\$	20.00
June	14	Dropped brochures off at the Chic Webb Reccenter on Eden..left 10 brochures in lobby area ...1 staff person	1	\$	20.00
June	15			\$	20.00
June	16	Its Oliver's Community Association meeting night ..about8 attending ... circulated brochures to all ...did do 30 second talk after meeting to 2 ... quick meeting	2	\$	20.00
June	17	Visited/ dropped brochures at Cecil - Kirk and Greenmount recs ... left 10 at each site.	1	\$	20.00
June	18	Monthly Food Pantry @Oliver Community Center ..90 plus attending ... distributed 30-40 brochures ..many familiar faces	2	\$	20.00
June	19	Eastside Community Action Center office day ...worked site after 12pm, restocked display areaa ...spoke twice at 12:40 and 1: 1:15 ...mostly energy	1	\$	20.00
June	20	Attended PACEvent at ARKChurch - 15 brochures / fliersdistributed	2	\$	20.00
June	22			\$	20.00
June	23			\$	20.00
June	24			\$	20.00
June	25			\$	20.00
		15 TOTAL:	\$	300.00	0

EXPENSES

Subtotal Time:	\$	300.00
Subtotal Expenses:	\$	25.00

TOTAL:	\$ 325.00
Unbilled Hours	0.00

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

INITIALS
HR

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Jackson	
DATE SUBMITTED:	7/1/2019	
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3			\$ 20.00	\$ -		
June	4	Distribution of pamphlets door to door in the residential area of Bucknell Rd. Spoke to several tenants.	3	\$ 20.00	\$ 60.00		
June	5			\$ 20.00	\$ -		
June	6	Distribution of pamphlets door to door in the residential area of Franconia Apts. Spoke to several tenants	2	\$ 20.00	\$ 40.00		
June	7	Tabled at my Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community member about consent decree and distributed CDBrochure	1.5	\$ 20.00	\$ 30.00		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10			\$ 20.00	\$ -		
June	11	Attended Community Association Mtg / Hamilton Ave.	1	\$ 20.00	\$ 20.00		
June	12			\$ 20.00	\$ -		
June	13			\$ 20.00	\$ -		
June	14	Tabled at my Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community member about consent decree and distributed CDBrochure	1	\$ 20.00	\$ 20.00		
June	15			\$ 20.00	\$ -		

June	16		\$ 20.00	\$ -	
June	17	Attended Monthly NL CDMonitoring TeamMeeting	1 \$ 20.00	\$ 20.00	
June	18		\$ 20.00	\$ -	
June	19		\$ 20.00	\$ -	
June	20		\$ 20.00	\$ -	
June	21		\$ 20.00	\$ -	
June	22		\$ 20.00	\$ -	
June	23		\$ 20.00	\$ -	
June	24		\$ 20.00	\$ -	
June	25	Attended Community Association Mtg / Hazelwood Ave.	2 \$ 20.00	\$ 40.00	
June	26		\$ 20.00	\$ -	
June	27		\$ 20.00	\$ -	
June	28	Weekly Community Engagement at Herring Run Library- Erdman Ave. - set up table, spoke to Community member about consent decree and distributed CDBrochure	1.5 \$ 20.00	\$ 30.00	
June	29		\$ 20.00	\$ -	
June	30		\$ 20.00	\$ -	
June	31		\$ 20.00	\$ -	
13 TOTAL:			\$ 260.00	0	

EXPENSES

Subtotal Time:	\$	260.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	285.00
Unbilled Hours		0.00

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

INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Tsiongas	
DATE SUBMITTED:	6/1/2019	
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3	Attended Monthly SEDistrict BPDCommunity Relations Meeting	1	\$ 20.00	\$ 20.00		
June	4			\$ 20.00	\$ -		
June	5			\$ 20.00	\$ -		
June	6			\$ 20.00	\$ -		
June	7			\$ 20.00	\$ -		
June	8	Tabled at Weekly Community Outreach in SEBranchLibrary	1	\$ 20.00	\$ 20.00		
June	9			\$ 20.00	\$ -		
June	10	Attended monthly Patterson Park Neighborhood Association meeting with District 46 representation presenting	1.5	\$ 20.00	\$ 30.00		
June	11			\$ 20.00	\$ -		
June	12			\$ 20.00	\$ -		
June	13	Presented at CASAof Maryland monthly membership meeting	2	\$ 20.00	\$ 40.00		
June	14			\$ 20.00	\$ -		
June	15	Tabled at Weekly Community Outreach in SEBranchLibrary	1	\$ 20.00	\$ 20.00		
June	16			\$ 20.00	\$ -		

June	17	Attended monthly CDMTNeigborhood Liasian Meeting	1	\$ 20.00	\$ 20.00
June	18			\$ 20.00	\$ -
June	19	Presented at monthly McElderry Park Community Association Meeting	1.5	\$ 20.00	\$ 30.00
June	20			\$ 20.00	\$ -
June	21			\$ 20.00	\$ -
June	22			\$ 20.00	\$ -
June	23			\$ 20.00	\$ -
June	24			\$ 20.00	\$ -
June	25	Attended Mayor's Block Party at Perkins Homes	0.5	\$ 20.00	\$ 10.00
June	26			\$ 20.00	\$ -
June	27	Tabled at Weekly Community Outreach in SEBranch Library/Attended District 1 Community Health Roundtable meeting	2	\$ 20.00	\$ 40.00
June	28	Attended Adolescent Resource Fair at Juvenile Justice Center	2	\$ 20.00	\$ 40.00
June	29			\$ 20.00	\$ -
June	30			\$ 20.00	\$ -
June	31			\$ 20.00	\$ -
13.5 TOTAL:			\$ 270.00		0

EXPENSES

Subtotal Time:	\$	270.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	295.00
Unbilled Hours		0.00

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

INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	June	
INVOICE SUBMITTED BY:	Dunaway	
DATE SUBMITTED:	7/3/2019	Complete the four cells before starting spreadsheet. Roles and other info will self-populate.
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3			\$ 20.00	\$ -		
June	4			\$ 20.00	\$ -		
June	5	Attended the Community engagement Southern District Public Safety Meeting	1	\$ 20.00	\$ 20.00		
June	6	Attended the Community Coalition Meeting and did my Weekly outreach Tabling	2.5	\$ 20.00	\$ 50.00		
June	7			\$ 20.00	\$ -		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10			\$ 20.00	\$ -		
June	11			\$ 20.00	\$ -		
June	12			\$ 20.00	\$ -		
June	13	Did my Weekly outreach Tabling	1	\$ 20.00	\$ 20.00		
June	14			\$ 20.00	\$ -		
June	15			\$ 20.00	\$ -		
June	16			\$ 20.00	\$ -		

June	17		\$	20.00	\$	-
June	18		\$	20.00	\$	-
June	19		\$	20.00	\$	-
June	20		\$	20.00	\$	-
June	21		\$	20.00	\$	-
June	22		\$	20.00	\$	-
June	23		\$	20.00	\$	-
June	24		\$	20.00	\$	-
June	25		\$	20.00	\$	-
June	26		\$	20.00	\$	-
June	27		\$	20.00	\$	-
June	28		\$	20.00	\$	-
June	29	Did my Weekly Outreach Tabling	1 \$	20.00	\$	20.00
June	30		\$	20.00	\$	-
June	31		\$	20.00	\$	-

EXPENSES

Subtotal Time:	\$	110.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	135.00
Unbilled Hours		0.00

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

INITIA
MBD

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Roberts, M.	
DATE SUBMITTED:	7/3/2019	
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1		0	\$ 20.00	\$ -		
June	2		0	\$ 20.00	\$ -		
June	3		0	\$ 20.00	\$ -		
June	4		0	\$ 20.00	\$ -		
June	5	Emails and sending out quarterly forum information	0.5	\$ 20.00	\$ 10.00		
June	6	Weekly outreach at Govans Library. It was a slow night. I stayed until closing with the hopes that someone might come	2	\$ 20.00	\$ 40.00		
June	7		0	\$ 20.00	\$ -		
June	8		0	\$ 20.00	\$ -		
June	9		0	\$ 20.00	\$ -		
June	10		0	\$ 20.00	\$ -		
June	11		0	\$ 20.00	\$ -		
June	12		0	\$ 20.00	\$ -		
June	13	Weekly outreach at Govans Library. Much better week because the library had an event taking place. I talked to a woman who had just moved to Baltimore from Colorado. She did not know about the consent decree. 15 people came through the library. I was able to talk to 6 people.	1.5	\$ 20.00	\$ 30.00		
June	14		0	\$ 20.00	\$ -		
June	15		0	\$ 20.00	\$ -		

June	16		0	\$	20.00	\$	-
June	17	Monthly Liaison Meeting	1	\$	20.00	\$	20.00
June	18		0	\$	20.00	\$	-
June	19		0	\$	20.00	\$	-
June	20	CHM Neighborhood meeting with the seniorcitizens.	0.2	\$	20.00	\$	4.00
June	21		0	\$	20.00	\$	-
June	22		0	\$	20.00	\$	-
June	23		0	\$	20.00	\$	-
June	24		0	\$	20.00	\$	-
June	25		0	\$	20.00	\$	-
June	26		0	\$	20.00	\$	-
June	27	Weekly outreach at library position. It was another slow night. I was able to talk to younger (teen age) girls.	1.5	\$	20.00	\$	30.00
June	28		0	\$	20.00	\$	-
June	29	Neighborhood event. I got time to talk to several people who came to the event while they were working. It was great to conduct outreach while people were busy doing something else. Very informal.	0.5	\$	20.00	\$	10.00
June	30		0	\$	20.00	\$	-
June	31		0	\$	20.00	\$	-
7.2 TOTAL:				\$	144.00		0

EXPENSES

Subtotal Time:	\$	144.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	169.00
Unbilled Hours		0.00

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

INITIALS
MJR III

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Curtis	
DATE SUBMITTED:	7/3/2019	
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3			\$ 20.00	\$ -		
June	4			\$ 20.00	\$ -		
June	5			\$ 20.00	\$ -		
June	6	Passed out brochures at Gaudenzia Recovery		1 \$ 20.00	\$ 20.00		
June	7			\$ 20.00	\$ -		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10	Attended meeting with Northwest Police and discussed Consent Decree		1 \$ 20.00	\$ 20.00		
June	11	Spoke to a class at ACCE Academy about the consent decree		1 \$ 20.00	\$ 20.00		
June	12			\$ 20.00	\$ -		
June	13			\$ 20.00	\$ -		
June	14	Passed out literature at Uppercut Boxing Gym and talked to residents		1 \$ 20.00	\$ 20.00		
June	15	Attended meeting at Pushing the vision Outreach Inc		1 \$ 20.00	\$ 20.00		
June	16			\$ 20.00	\$ -		

June	17	Talked to residents and passed out brochures at Monte Verdi Apts	1	\$	20.00	\$	20.00
June	18	Attended Park Community Action Meeting	1	\$	20.00	\$	20.00
June	19		\$	20.00	\$	-	
June	20		\$	20.00	\$	-	
June	21	Passed out brochures at Langston Hughes Center & Sinai Hospital	2	\$	20.00	\$	40.00
June	22		\$	20.00	\$	-	
June	23		\$	20.00	\$	-	
June	24	Attended neighborhood meeting at Grove Park Community Association	1	\$	20.00	\$	20.00
June	25		\$	20.00	\$	-	
June	26	Attended HIPPY Ceremony & States Attorney POPforwitness	3	\$	20.00	\$	60.00
June	27		\$	20.00	\$	-	
June	28		\$	20.00	\$	-	
June	29	Passed out brochures at West Arlington Community Association meeting	2	\$	20.00	\$	40.00
June	30		\$	20.00	\$	-	
June	31		\$	20.00	\$	-	
15		TOTAL:	\$	300.00			0

EXPENSES

Subtotal Time:	\$	300.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	325.00
Unbilled Hours		0.00

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

INITIALS

Baltimore Community Mediation Center
3333 Greenmount Avenue
Baltimore, MD 21218

INVOICE FOR MONTH OF:	<u>June</u>	Complete these four cells before starting spreadsheet. Roles and other info will self-populate.
INVOICE SUBMITTED BY:	Watts	
DATE SUBMITTED:	7/3/2019	
YEAR:	2019	

INSTRUCTIONS

1. Complete the blue box to the left first. This will cause month and name information to populate the spreadsheet.
2. Enter descriptions and hours in the "Time" portion of the matrix consistent with the "Sample Description" below.
3. You may not bill more than eight (8) hours in a day or more than fifteen (15) hours in a month. All time above 8 hours in a day travel stipend will be paid.
5. Please make sure all expenses meet the Guidelines listed in the Billing Guidelines tab. Do not forget to initial the box attesting
6. Do not hesitate to call Shantay Guy at 410-900-9867 or Damyle Wharton at 410-746-0167 with any questions.

Sample Description:
Attend Howard Park Civic Association meeting

TIME

Month of	Day	Description	Hours	Rate	Total	Comments (Unbilled Time)	Unbilled Hours
June	1			\$ 20.00	\$ -		
June	2			\$ 20.00	\$ -		
June	3	Visited Open Works at the recommendation of Councilman Stokes as engagement location	1	\$ 20.00	\$ 20.00		
June	4	Radio One visit to discuss future interviews and inclusion in any of their activities	1	\$ 20.00	\$ 20.00		
June	5			\$ 20.00	\$ -		
June	6	Engagement at Nancy by SNAC with Michael Johnson, Senator Cory McCray, and Rev Lance Franklin	1	\$ 20.00	\$ 20.00		
June	7			\$ 20.00	\$ -		
June	8			\$ 20.00	\$ -		
June	9			\$ 20.00	\$ -		
June	10	Met with Ed Braddy, owner of Burger King at North & McCulloch. We discussed the drug activity in the 1200 Blk of North Avenue and how it is affecting his business. Also met with Rev Hathaway to solidify space for engagements	1	\$ 20.00	\$ 20.00		
June	11	Seton Hill Comm Assoc and Friends of Reservoir Hill Association	1	\$ 20.00	\$ 20.00		
June	12	Pedestal Gardens with Ray and meeting with Sisters Together and Reaching at their office. Also met with Rev Hathaway again to adjust time of engagements and had engagement at Open Works	1	\$ 20.00	\$ 20.00		
June	13	AIDS Healthcare Foundation Grand Opening on Lexington St, and attempted to find Upton Comm Assoc meeting	1	\$ 20.00	\$ 20.00		
June	14	Engagement at Nancy by SNAC with Ray Kelly	1	\$ 20.00	\$ 20.00		

June	15		\$	20.00	\$	-
June	16		\$	20.00	\$	-
June	17	Consent Decree Meeting	1	\$	20.00	\$ 20.00
June	18	Attended PACEsession at Koininia Church with Rev Miles and about 30 community members	1	\$	20.00	\$ 20.00
June	19	Engagement at Open Works	1	\$	20.00	\$ 20.00
June	20	Met with representative from Catholic Campaign for Human Development to discuss how we fit in with their mission	1	\$	20.00	\$ 20.00
June	21	Nancy by SNACengagement		\$	20.00	\$ -
June	22	Shake and Bake engagement center - think Wednesday would be better than Saturday	1	\$	20.00	\$ 20.00
June	23	Union Baptist Church with Rev Hathaway and Commissioner Harrison. Quite a long conversation with the Commissioner and I will be sharing space their with Police on their breaks	1	\$	20.00	\$ 20.00
June	24			\$	20.00	\$ -
June	25			\$	20.00	\$ -
June	26			\$	20.00	\$ -
June	27			\$	20.00	\$ -
June	28	Nancy by SNACengagement	1	\$	20.00	\$ 20.00
June	29			\$	20.00	\$ -
June	30			\$	20.00	\$ -
June	31			\$	20.00	\$ -
		15 TOTAL:	\$	300.00		0

EXPENSES

Subtotal Time:	\$	300.00
Subtotal Expenses:	\$	25.00
TOTAL:	\$	325.00
Unbilled Hours		0.00

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

INITIALS

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

INVOICE FOR MONTH OF:	<u>June</u>	
INVOICE SUBMITTED BY:	Bowman	
DATE SUBMITTED:	7/3/2019	Complete these four cells before starting spreadsheet. Rates and other info will self-populate.
YEAR:	2019	

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"
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.

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
June	1			\$ 235.00	\$ -		
June	2			\$ 235.00	\$ -		
June	3			\$ 235.00	\$ -		
June	4	Reviewed/responded to 10 messages ref UoF/SSA/MVV/Sex Assault Report, June's Monthly Monitor, Inner Harbor Memorial Day, Policy 1738, Promotions and Promotion Committee, and POLICY SUBMISSION-Officer-Involved Sexual Misconduct.	1.1	\$ 235.00	\$ 258.50		
June	5			\$ 235.00	\$ -		
June	6	Prepared for and participate in call with MT and DOJ re youth issues and the Harbor	0.8	\$ 235.00	\$ 188.00		

June	7	Reviewed/responded to 17 messages ref Supervision, UoF/SSA/MV/Sex Assault Report, Bi-Weekly Staffing and Supervision Call - BPD/DOJ/MT, custodial interrogation at BPD, BWC Footage of Sgt. Newberg, Stops Reporting, SSAtraining, POSTEDFORCOMMENT: 1809, Exculpatory Evidence Disclosure Requirements, and Finalized School Police Methodology.	1.6 \$	235.00	\$ 376.00	
June	8		\$	235.00	\$ -	
June	9		\$	235.00	\$ -	
June	10	Reviewed/responded to 17 messages ref staffing and Supervision Bi-Weekly Call, PIB Weekly Reports, Updates to Telephone Reporting Unit (TRU) Policy, UoF/SSA/MV/Sex Assault Report, DOJ Comments on BPD Mission Statement.	0.9 \$	235.00	\$ 211.50	
June	11	Reviewed/responded to 14 messages ref DOJ Comments on BPDMission Statement, SexAssault Investigation Update, Updated Training Matrix & ELearning Info, and PIB Updates with DOJ& MT.	1.1 \$	235.00	\$ 258.50	
June	12		\$	235.00	\$ -	
June	13	Reviewed/responded to 26 messages ref Arrest in SexAssault Investigation, BPDInner Harbor After-Action Report, June 2019 Newsletter, PIB Updates with DOJ& MT, Confirming SexAssault Briefing, and DOJ/MT Discussion re: Search & Seizure Curriculum.	1.8 \$	235.00	\$ 423.00	
June	14	Reviewed SSA/FIPlesson plans and curricula and provided comments to Matthew for compilation and distribution. Phone call with Steve Parker ref SSAmaterials. Reviewed/responded to 3 messages ref Initial Submission: BPD Retention Plan, and Baltimore police video.	3.2 \$	235.00	\$ 752.00	
June	15		\$	235.00	\$ -	
June	16		\$	235.00	\$ -	
June	17	Reviewed/responded to 18 messages including MT UoF/SSA/MV/Sex Assault Report comments, Updates to Telephone Reporting Unit (TRU) Policy, MT comments on SSA/FIP II E-Learning, and Third semiannual report.	2.6 \$	235.00	\$ 611.00	
June	18	Reviewed messages and documents from 2019 to compile SSAsegment of 3rd semi-annual report . Reviewed/responded to 8 messages ref Updated Training Matrix & Elearning Info, Comments on SSA/FIP II E-Learning, and Squegee Kids Protocol	7.6 \$	235.00	\$ 1,786.00	

June	19		\$ 235.00	\$ -		
June	20		\$ 235.00	\$ -		
June	21	Reviewed/responded to 11 messages ref Comments on SSA/FIP II E-Learning, Notification Procedure, PIB Weekly Reports, and stops reporting.	1.5 \$	235.00 \$	352.50	
June	22		\$ 235.00	\$ -		
June	23		\$ 235.00	\$ -		
June	24	Reviewed/responded to 11 messages ref DOJ/MT/BPD Bi-Weekly Policy Discussion Conference Call, Academy Major Interviews, and Stops Reporting.	0.6 \$	235.00 \$	141.00	
June	25	Prepared for and participated in phone call with MT and DOJ to discuss SSA training materials submission. Reviewed/responded to 11 messages ref SSAFeedback to BPD, Notification Procedure, Academy Major Interviews, and Stops Reporting.	1.8 \$	235.00 \$	423.00	
June	26		\$ 235.00	\$ -		
June	27		\$ 235.00	\$ -		
June	28	Reviewed/responded to 26 messages ref SSAFeedback to BPD, Notification Procedure, video of Police Interaction, Cherry Hill Incident/BWC, Updated Newberg & Dotson Materials, SIRT Presentation 19J-0007, Plnd BWeekly Report, and Draft email for SSA/FIP II.	1.5 \$	235.00 \$	352.50	
June	29		\$ 235.00	\$ -		
June	30	Reviewed/responded to 4 messages ref Draft email for SSA/FIP II.	0.6 \$	235.00 \$	141.00	
June	31		\$ 235.00	\$ -		
		26.7 TOTAL:	\$ 6,274.50		0	

EXPENSES

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

Subtotal Time:	\$ 6,274.50
Subtotal Expenses:	\$ -
TOTAL:	\$ 6,274.50
Unbilled Hours	0.00

INITIALS
TLB

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

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

INVOICE FOR MONTH OF:	<u>June</u>
INVOICE SUBMITTED BY:	Parker
DATE SUBMITTED:	7/2/2019
YEAR:	2019

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

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.

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
June	1			\$ 250.00	\$ -		
June	2			\$ 250.00	\$ -		
June	3			\$ 250.00	\$ -		
June	4			\$ 250.00	\$ -		
June	5			\$ 250.00	\$ -		
June	6	Reviewing SSAtaining materials, outline and PPT presentations.	4.50	\$ 250.00	\$ 1,125.00	[PRO BONO] Reviewing SSAtaining materials, outline and PPT presentations.	2.20
June	7	Review SSAtaining materials.	0.60	\$ 250.00	\$ 150.00	[PRO BONO] Review of online SSAtaining.	0.50
June	8			\$ 250.00	\$ -		
June	9			\$ 250.00	\$ -		
June	10			\$ 250.00	\$ -		
June	11			\$ 250.00	\$ -		
June	12			\$ 250.00	\$ -		
June	13			\$ 250.00	\$ -	[PRO BONO] Multiple e-mails setting up telephone conferences for SSA training and OFFinvestigation review; [PRO BONO] Setting up computer to	0.60
June	14			\$ 250.00	\$ -		

June	15		\$ 250.00	\$ -		
June	16		\$ 250.00	\$ -		
June	17	Reviewing OPRInvestigative Manual.	2.90	\$ 250.00	\$ 725.00 [PRO BONO] Reviewing OPRInvestigative Manual.	1.10
June	18		\$ 250.00	\$ -		
June	19	Reviewing OPRaudit form and also making a training run through on the online auditform; Reviewing complaint on Officer Supreme Jones.	3.60	\$ 250.00	\$ 900.00	
June	20		\$ 250.00	\$ -		
June	21		\$ 250.00	\$ -		
June	22		\$ 250.00	\$ -		
June	23		\$ 250.00	\$ -		
June	24		\$ 250.00	\$ -		
June	25	SSAtraining curriculum call and prep.	0.90	\$ 250.00	\$ 225.00 [PRO BONO] Review of OPRsample investigative files. Also problems connecting to venconnect and on the phone with the helpdesk. Unresolved.	1.00
June	26		\$ 250.00	\$ -		
June	27		\$ 250.00	\$ -		
June	28	Conference call with BPDand DOJregarding the OPRinvestigative manual.	0.70	\$ 250.00	\$ 175.00 [PRO BONO] Reviewing latest BPDcomments and edits to the OPR Investigative Manual.	0.40
June	29		\$ 250.00	\$ -		
May	30		\$ 250.00	\$ -		
June	31		\$ 250.00	\$ -		
13.20		TOTAL:	\$ 3,300.00		5.80	

EXPENSES

Subtotal Time:	\$	3,300.00
Subtotal Expenses:	\$	-
TOTAL:	\$	3,300.00
Unbilled Hours		5.80

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

SOP

Baltimore Consent Decree Monitor
750 E Pratt, Ste 900
Baltimore, MD 21202

INVOICE FOR MONTH OF:	June	Complete these four columns before starting spreadsheet. Rates and other info will self-populate.
INVOICE SUBMITTED BY:	Dupont	
DATE SUBMITTED:	7/3/2019	
YEAR:	2019	

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.
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.

Sample Description:

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

TIME

Month of	Day	Description	Hours	Rate	Total	Unbilled Hours
June	1			\$ 235.00	\$ -	
June	2			\$ 235.00	\$ -	
June	3	Review of City Agency proposed BPD Crisis Policy, Monitoring Team Public Communications	0.9	\$ 235.00	\$ 211.50	
June	4	Review of CPICBPD Training Committee Minutes and proposed training curriculum	0.2	\$ 235.00	\$ 47.00	
June	5	Review of CPIC Gap Analysis Report and Progress	0.5	\$ 235.00	\$ 117.50 Discussion of feedback on BPD Crisis Policy with BPD Compliance Division	0.4
June	6	Writing for Monitoring Team Semi-annual report	1.5	\$ 235.00	\$ 352.50	
June	7	Writing for Monitoring Team Semi-annual report, meeting to incorporate responses to BPD Crisis Policy into policy with BPD Compliance and Patrol Divisions, DOJ, CPIC	1.8	\$ 235.00	\$ 423.00 Discussion of feedback on BPD Crisis Policy with local advocate	0.2
June	8	Writing for Monitoring Team Semi-annual report	1	\$ 235.00	\$ 235.00 Discussion of Gap Analysis deadlines with Monitor (K Thompson)	0.1
June	9	Discussion of BPD Crisis Policy community feedback with local advocate, Editing for Monitoring Team Semi-annual report	1.7	\$ 235.00	\$ 399.50	
June	10	Discussion of BPD Crisis Policy community feedback with BPD Compliance Division and local advocacy agency.	1.7	\$ 235.00	\$ 399.50	
June	11	Discussion of community feedback from city agency and local advocacy group with BPD Compliance Division and DOJ	0.6	\$ 235.00	\$ 141.00	
June	12	Review of BPD Compliance Division Consent Decree Newsletter	0.2	\$ 235.00	\$ 47.00	
June	13	CPIC Policy Committee Meeting, Discussion with BPD Compliance Division	1.6	\$ 235.00	\$ 376.00	

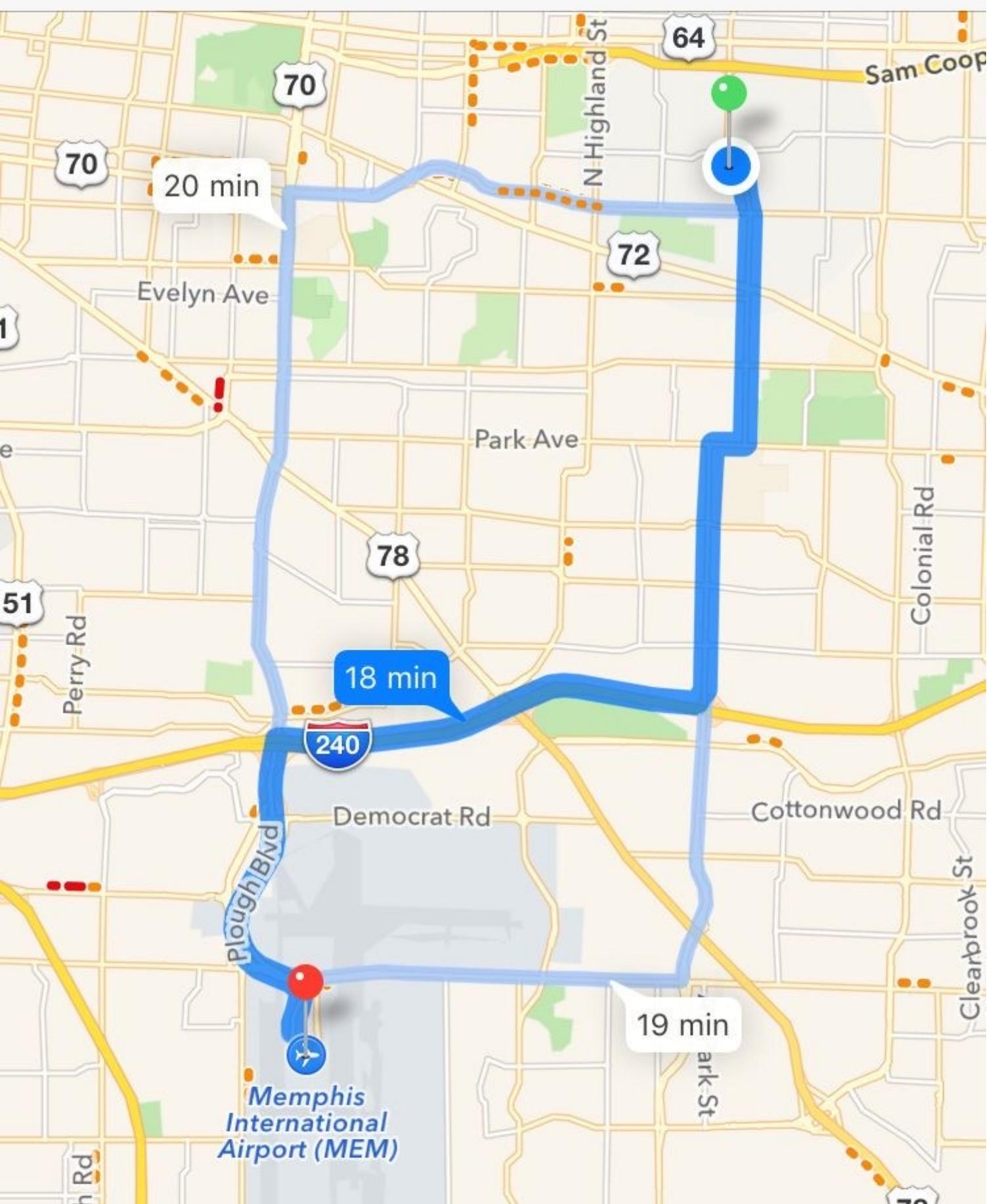
June	14	Discussion of Reponse to local advocacy agency feedback on BPDCrisis Policy wi h BPDCompliance Division. Review of CPICGap Analysis progress	0.4	\$ 235.00	\$ 94.00			
June	15			\$ 235.00	\$ -			
June	16			\$ 235.00	\$ -			
June	17	Review of local university presentation to CPICBPD Training Committee	0.3	\$ 235.00	\$ 70.50	Review of progress on BPDYouth Issues from Monitoring Team member (K. Bethel)	0.1	
June	18			\$ 235.00	\$ -			
June	19			\$ 235.00	\$ -			
June	20	Review of CPICBPD Training Committee revised coursework, review of revisions to BPDProposed Crisis Policy	1.2	\$ 235.00	\$ 282.00	Correspondence regarding BPDDispatch Training and Curriculum mapping with BPDT raining Division and CPICTraining Committee	0.2	
June	21			\$ 235.00	\$ -			
June	22			\$ 235.00	\$ -			
June	23			\$ 235.00	\$ -			
June	24			\$ 235.00	\$ -			
June	25	CPICPolicy Committee Meeting, Discussion of Training Issues with BPDT rainingDivision	2.5	\$ 235.00	\$ 587.50	Correspondence with local advocacy foundation regarding role of individuals with lived experience and with Monitoring Team member (S. Rosenthal)	0.7	
June	26			\$ 235.00	\$ -	Travel to Baltimore	8	
June	27	CPICMonthly Community Meeting (on-site), CPICTraining Committee meeting, discusion with local advocate regarding CPICmeeting	4	\$ 235.00	\$ 940.00	Travel from Baltimore	9	
June	28	Discussion of local treatment resources with local advocate, discussion of diversion information bulletin with CPICTraining Committee	0.5	\$ 235.00	\$ 117.50	Discussion with Monitor (K. Thompson) regarding impact of local treatment resources on BPDCrisis Responsestrategies	0.4	
June	29			\$ 235.00	\$ -			
June	30			\$ 235.00	\$ -			
June	31			\$ 235.00	\$ -			
20.6		TOTAL:		\$ 4,841.00			19.1	

EXPENSES

Subtotal Time:	\$ 4,841.00
Subtotal Expenses:	\$ 811.45
TOTAL:	\$ 5,652.45
Unbilled	\$ 19.10 hours

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

INITIALS
RTD

[Clear](#)[To Memphis International Airport](#)[Drive](#)[Walk](#)[Transit](#)**18 minutes**

10 mi · I-240 W

[Details](#)[Start](#)

New Search Express Checkout

Trip Summary Book Better. Fly Better.

Flights

WED 26 JUN	GPT ➔ BWI 10:00 AM 4:07 PM	DL 5029 ¹ , DL 1271 5h 7m 1 Stop	Main Cabin (U) Main Cabin (U) Changeable / Nonrefundable View Upgrade Eligibility Delta Air Lines Baggage Information	CHANGE	Price per Passenger \$389.77
			Taxes, Fees and Charges \$75.23		

DETAILS ▾ SELECT SEATS

THU 27 JUN	BWI ➔ GPT 6:28 PM 10:05 PM	DL 2613, DL 3367 ¹ 4h 37m 1 Stop	Main Cabin (K) Main Cabin (K) Changeable / Nonrefundable View Upgrade Eligibility Delta Air Lines Baggage Information	CHANGE	

DETAILS ▾ SELECT SEATS

Medallion® Qualification Miles (MQMs) earned [REDACTED] Medallion Qualification Dollars (MQDs) earned [REDACTED]

MILEAGE CALCULATOR

 EXCLUSIVE CARD MEMBER BENEFIT
Randolph, Use Pay with Miles

Select [REDACTED]

UP TO \$50 OFF FOR EACH 5,000 MILES | YOUR CURRENT MILES: 101,004

Reduce the cost of your trip with Pay With Miles, an exclusive feature for Delta SkyMiles Credit Card Members. Use the menu to select miles to apply. [Terms and conditions apply.](#)Total Price
(USD) **\$465.00**

Passengers

Are You Traveling?

Yes No

1 Passenger Information Please make sure your full name is entered exactly as it appears on your government-issued identification. This [Secure Flight Passenger Data](#) is for use by the [Transportation Security Administration Only](#).

Prefix	First Name	Middle Name	Last Name	Suffix
--	RANDOLPH	THOMAS	DUPONT	--

Frequent Flyer Program	Frequent Flyer Number	SkyBonus/BlueBiz Number
Delta Air Lines / SkyMiles	[REDACTED]	--

Gender	Date Of Birth	Known Traveler Number	Redress Number
Male	[REDACTED]	[REDACTED]	--

Contact Information	Device Type	Country/Region	Phone Number
	Cell	United States (1)	[REDACTED] *

Email Address	[REDACTED]
---------------	------------

2A
BWI TAXI MANAGEMENT, INC.
BALTIMORE/WASHINGTON
INTERNATIONAL AIRPORT
MARYLAND...21240

26882-051
410-859-1100
410-859-1102
Operator of



RECEIVED FROM R Dupont
NAME RDUPONT
TRANSPORTATION TO DELTA HOTEL
DATE 06.26.19
CAB NO. 80 SYED

METER FARE	
BAGGAGE	
TOLLS	
OTHER	
TIP	
TOTAL	<u>36.00</u>

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

2B
MOGES TRANSPORTATION
443-334-7600
Date: 06/27/19

From: DELTA HOTEL To: AIRPORT
Fare: 35⁰⁰ Tip: 5⁰⁰ Total: 40⁰⁰
afinchet@yahoo.com

D
DELTA
HOTELS
MARRIOTT

Mr Randolph Dupont
175 N Rose Rd
Memphis TN 38117
United States

Room Number: [REDACTED]
Arrival Date: 06-26-19
Departure Date: 06-27-19
CRS Number: [REDACTED]
Rewards No: XXXXX [REDACTED]
Page No: 1 of 1

INVOICE

Folio No: [REDACTED]

06-27-19

Date	Description	Charges	Credits
06-26-19	Room Charge	149.00	
06-26-19	Rooms - State Tax	8.94	
06-26-19	Rooms - City/Occupancy Tax	14.16	
06-27-19	[REDACTED] XXXXXXXXXXXXXXXXX [REDACTED] XX/XX	172.10	
	Total	172.10	172.10
	Balance	0.00	



Changed → 152.35

Verable lowest rate —

July 17,
2019

Invoice No. 1 Venable LLP BPD Monitoring Team Community Survey

To
Venable LLP
Consent Decree
Monitoring Team

Ship To
Monitors: Seth
Rosenthal and Matthew
Barge

Instructions
Electronic Delivery

Description	Total
Cash Incentives for Participants	5650
Supplies	4000
Mileage Reimbursement	1100
Administrative Indirect Costs	20950
Stay Up News Polling	5000
Translation of Survey (English to Spanish)	2500
Community Interviewer Stipends	9945
Project Coordinator 1	2000
Project Coordinator 2	2000
Principal Investigator	11000
Total	64145
Total Due	64145

Morgan State Univ Institute for Urban Research

Tel 443-885-3004

1700 East Cold Spring
Lane
Baltimore, MD 21251

<https://www.morgan.edu/iur>
Natasha.PrattHarris@morgan.edu





UNIVERSITY OF TORONTO
INVOICE
GST Registration # R108162330

Invoice Number
G21-0891

Invoice Date
D / M / Y
10-Jul-19

Please quote this invoice number
when referring to the invoice

Please make cheques payable to the
University of Toronto.
Remit payment and invoice copy to:
University of Toronto
Research Oversight and Compliance Office
2nd floor, McMurrich Bldg.
12 Queen's Park Crescent West
Toronto, Ontario, M5S 1S8
Attn: Soory Pashmeneh

TO: Baltimore Police Monitoring Team
Venable LLP
600 Massachusetts Ave, NW
Washington DC
20001 USQ

ATTN: Seth Rosenthal

Revised

For Services Rendered by the University of Toronto	Phone No.	Client's Purchase Order Number
Prepared by: Soory Pashmeneh, Research Accountant	(416) 978-7028	

Account No.:	Fund Centre	Fund	Customer No.
702000	208799	507269	313407

RE: Prof. Todd Foglesong

PROJECT TITLE: "Baltimore Police Monitor"

Amount Due - 2nd invoice 75% of the contract:

USD \$21,587.25

Instructions for Wire Transfers to CIBC
Beneficiary name: The Governing Council of the University of Toronto
Beneficiary's address: 215 Huron Street, Toronto, ON
Beneficiary's Bank Account: 41-00115
Institution Number: 010
Branch Number: 00002

Bank: Canadian Imperial Bank of Commerce
Bank address: 199 Bay Street, Toronto, ON
SWIFT: CIBCCATT
ABA/Routing number: CC001000002

Zero Rated Exempt Taxable

HST STATUS >

H.S.T. Amount

Payment is due in : CANADIAN AMERICAN _X_FUNDS upon receipt of this invoice USD 21,587.25



INVOICE

INVOICE # 1
DATE: JUNE 20, 2019

TO:
Seth Rosenthal, Deputy Monitor
Baltimore Police Department
Monitoring Team
600 Massachusetts Avenue, NW
Washington, D.C. 20001

FOR:
BALTIMORE POLICE DEPARTMENT
MONITORING TEAM
CJI INVOICE

Contract # 12 - 3477

Seth.Rosenthal@bpmonitor.org

DESCRIPTION	AMOUNT
Statement of Work: Assist the Monitoring Team and will organize, craft questions for, conduct, analyze the results of, and produce a publicly available report with the results of eight (8) focus groups of no more than twelve (12) Baltimore Police Department officers each (Focus Groups).	\$35,000
\$35,000.00	

Make all checks payable to **Community Resources for Justice, and remit to 500 Harrison Ave, STE 1F, Boston, MA 02118: ATTN: Cindy Kassanos.**

Total due 30 days from date of invoice.

I HEREBY CERTIFY THAT ALL PAYMENTS REQUESTED ARE FOR APPROPRIATE PURPOSES AND IN ACCORDANCE WITH THE TERMS AND CONDITIONS SET FORTH IN THE AGREEMENT BETWEEN THE PARTIES

Authorized by:

Cindy A. Kassanos

**Cindy A. Kassanos, Director of Fiscal Operations
Community Resources for Justice**

If you have any questions concerning this invoice:

Please contact Martha Gilford, 617.482.2520, mgilford@cri.org

CJI/ 355 Boylston Street • Boston, MA 02116 • Phone 617.482.2520 • Fax 617.262.8054 • www.cri.org/cji