

**City of Syracuse  
Citizen Review Board  
Meeting Minutes  
Thursday, July 2, 2015  
5:30 PM to 7:30 PM  
Common Council Chambers  
Public Comment - 20 minutes at 6:30 PM**

<u>Name</u>	<u>P</u>	<u>A</u>	<u>Name</u>	<u>P</u>	<u>A</u>	<u>Name</u>	<u>P</u>	<u>A</u>
Barber, William	X		Masella, Joseph	X				
Bullock, Douglas	X		Timmons, Tafara Blake	X				
Christiana, Peter	X		Turner, V. Diane		X			
Horan, Carole J.	X		Lipari, Joseph L.	X				
Levine, Louis	X		Pearson, Betty L.	X				
Livingston, Mallory	X							

On Thursday, July 2, 2015, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Mr. Barber, Board Chair, called the meeting to order and announced that the meeting was being held pursuant to notice and that a quorum was present.

1. On motion duly made by Mr. Masella, seconded by Mr. Christiana and adopted, the Board approved the Minutes of the June 4, 2015, Board meeting.
2. Chairman's Items
  - a. Tour of 911 Call Center – Mr. Barber reported that on Thursday, July 23 at 6:00 PM, the Board will tour the Onondaga County Department of Emergency Communications 911 Center. Among other things, the tour will allow the board to examine the intake and dispatch process to better understand how information is received and transmitted to officers.
3. Administrator's Report
  - a. Discussion on next steps in acquiring information from County 911 Center – Mr. Lipari reported that despite having outside counsel contact the County Attorney's office which is now under new leadership, the CRB has still not received access to 911 audio recordings and radio transmissions. Mr. Lipari reported that outside counsel is confident that the relevant laws require the 911 Center to provide these items to the CRB. On motion made by Mr. Masella, seconded by Ms. Horan and adopted, the Board approved issuing subpoenas to the county attorney and 911 Center for radio communications for two open CRB cases (14-058 and 15-026) which require these recordings for the investigations to be completed.
  - b. Discussion on information to be included in finding letters and CRB response to public release of panel's findings – Mr. Lipari reported that upon consulting with

- outside counsel, the CRB should begin providing the CRB panel's disciplinary recommendations to complainants in the finding letters. Mr. Lipari reported that he also discussed with outside counsel whether the CRB should include the subject officer's name in the finding letters to the complainants. Mr. Lipari reported that outside counsel indicated that the CRB ordinance does not direct the board to either include or exclude the subject officer's name in the complainant's finding letter, so the board can choose either option. The Board voted unanimously to continue to exclude the names of officers from the complainant's finding letter. Also, Mr. Lipari reported that on the advice of outside counsel, only the Administrator should respond to questions from the media regarding complaints and hearing outcomes.
- c. NACOLE's grant application for national training modules on civilian oversight – Mr. Lipari reported that as a member of NACOLE's Strategic Planning committee he has been working on a grant from the Department of Justice's Community Oriented Policing Services (COPS) office which would fund NACOLE to produce six training modules on civilian oversight which would be made available to jurisdictions throughout the nation.
  - d. First and second Quarterly Reports for 2015 – Mr. Lipari indicated that both quarterly reports should be released in July.
  - e. CRB outside contracts for 2015–2016 – Mr. Lipari reported that the medical consultant and investigator contracts were submitted to the city for approval. Mr. Lipari also indicated that the Lamar advertising contract for the Centro bus ads is now being prepared. The total cost will be \$3,825 to run the interior bus cards in 55 busses over three months. The board voted unanimously to proceed with the contracting process for the bus cards.
  - f. Upcoming Mayoral & At large CRB appointments – Mr. Lipari reported that an individual is currently under consideration by the At-Large Councilors for appointment to the open At-Large seat. Mr. Lipari also stated that the Mayor's office has also been informed of a mayoral vacancy. Mr. Lipari stated that he expects both seats to be filled by the August meeting.
  - g. Monthly Financial Report – Mr. Lipari shared the detailed breakdown of expenditures for the year to date.
  - h. June case statistics – Mr. Lipari reported that five new cases were received in June. He stated the total received in 2015 is 35 and that four cases will be reviewed during Executive Session. Mr. Lipari indicated that at this time last year the CRB had received 56 complaints and that other oversight agencies around the country have experienced similar declines in complaints in recent months.

4. Committees
  - a. Outreach – Mr. Lipari indicated that he is developing a 2015 Outreach effort that would include CRB presentations in the Council Districts that do not currently have outreach events scheduled for 2015.
5. New Business
  - a. Ms. Horan complimented Mr. Lipari for the informational video he participated in which was produced by The Stand newspaper and students at the Institute of Technology on how to interact with police. Mr. Lipari indicated that he would like to share the link to the video on the CRB website and to place it in the next e-newsletter.
  - b. Ms. Livingston advocated using the CRB’s subpoena power to direct officers to appear at the CRB hearings. The board agreed to make this an agenda item for next month’s meeting at to discuss the legal strategy further.
6. Public Comment (6:30 pm)

Mr. Mikiel Anderson asked questions pertaining to: the appointing of new Board members, Governor Cuomo’s decision to have State Attorney General investigate deaths from police encounters, the Justice Center oversight committee, outreach events/presentations, the CRB website, the City’s Computer Use Policy, the Police Liaison Committee, body cameras, committee assignments for new Board members, police training for the Board, officers attending hearings and quarterly reports.
7. Meeting continued in Executive Session.

During the Executive Session, after discussion and on motion made by Mr. Masella, seconded by Mr. Christiana, the Board adopted the following resolution concerning the City’s Computer Use Policy:

**Whereas**, the Citizen Review Board recognizes its strict confidentiality obligations under the agency’s enabling ordinance; and

**Whereas**, the Board believes that the agency cannot adequately fulfill its responsibilities without access to email as its primary means of communication; and

**Whereas**, the Board is aware that were the Administrator to adopt the “Electeds” Computer Use Policy, the agency’s access to its present email system would be terminated without an immediately available replacement, resulting in the agency being unable to satisfactorily fulfill its mission; and

**Whereas**, the Board believes that the current Computer Use Policy applicable to the agency does not provide the level of confidentiality mandated by the agency’s enabling ordinance;

**Therefore, Be It Resolved**, that the Board directs the Administrator not to adopt the Electeds’ Computer Use Policy at this time; and,

**Be It Further Resolved**, that the Board hereby expresses its serious concern about the confidentiality shortcomings of the current Computer Use Policy and urges the Common Council and the Administration to work promptly towards addressing the significant confidentiality concerns inherent in the current Computer Use Policy.

During the Executive Session, the Board voted on the following cases to determine whether to forward the case to a CRB hearing:

15-028 **No Hearing**  
15-029 **No Hearing**  
15-032 **No Hearing**

In addition, the Board voted to issue a subpoena for records from the Onondaga County 911 Center for case 15-026.

On motion duly made, seconded and unanimously adopted, the Board adjourned its meeting.

Respectfully submitted,

Betty L. Pearson  
Typist II, Citizen Review Board