

**City of Syracuse
Citizen Review Board
Meeting Minutes
Thursday, December 6, 2012
6:30PM- 8:30PM
Common Council Chambers
Public Comment - 20 minutes at the close of the business meeting**

<u>Name</u>	<u>P</u>	<u>A</u>	<u>E</u>	<u>Name</u>	<u>P</u>	<u>A</u>	<u>E</u>	<u>Name</u>	<u>P</u>	<u>A</u>	<u>E</u>
Collette, Crystal D.	X			Masella, Joseph	X			Pearson, Betty L.	X		
Gammage, Demetria	X			Oppedisano, Donna	X						
Horan, Carole J.	X			Stuart-McIlvain, Sarah	X						
Jennings-Bey, Timothy	X			Timmons, Tafara Blake			X				
Levine, Louis	X			Turner, Virginia Diane	X						
Mack, Raheem	X			Lipari, Joseph L.	X						

On Thursday, December 6, 2012, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at City Hall in the Common Council Chambers.

Ms. Collette 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 Ms. McIlvain, seconded by Ms. Horan and adopted, the Board approved the Minutes of the November 1, 2012 Board meeting with Ms. Collette abstaining from the vote because she was absent from the meeting.
2. Mr. Lipari shared that the first quarterly report is ready to be published and will be posted on the CRB website within the next week with printed copies to be made for key officials.
3. Mr. Lipari shared that Ms. Collette has asked to not be reappointed to the Board when her term expires at the end of December. He presented her with a certificate of appreciation. She shared the responsibilities of the chair for those who may be interested in the position. The responsibilities include, but are not limited to: the review of the Administrator, oversight of the committees, assisting with creating the meeting agenda and outreach, management and representing the Board to the community. Ms. McIlvain nominated Mr. Masella for chair and Mr. Mack for vice chair. Mr. Jennings-Bey seconded the nominations. Beginning in January 2013, Mr. Masella will be the Board chair and Mr. Mack the vice chair.
4. Mr. Lipari explained Microsoft SharePoint, the web-based file sharing system used by the City of Syracuse. This system will be used for future CRB case file distribution for hearings. This will save on having to make paper copies and the risk of them falling into the wrong hands. Board members will receive training, probably at the January 26 training seminar.

5. CRB members are not eligible for city emails accounts. They are only for paid employees.
6. While many of the Board members feel commending police officers when they do something good above the call of duty is a good idea and should be encouraged; however, they did not feel it is the CRB's place to make the means for doing so available through our office or website.
7. Mr. Lipari shared recent difficulties experienced in trying to get on Chief Frank Fowler's schedule. The opportunity to introduce the new chair and vice chair may provide a means for a meeting. The establishment of a liaison to the SPD is also a matter that needs to be discussed as well as getting responses after hearing findings.
8. Mr. Lipari reported that he has made contact with Dave Wall for CRB members to receive training at the Onondaga Community College Police Academy. The initial training session will probably be included in the January 26 training seminar.
9. The Training Committee will need to firm up what other training will take place during the January 26 CRB training seminar. Time for the different committees to meet will be needed.
10. Mr. Jennings-Bey expressed that engaging the community should be one of the priorities for strategic planning for 2013.
11. Mr. Lipari shared the November case statistics. Ms. Horan asked if cases are being completed in 60 days. The majority of the cases are being completed in 60 days. The number of complaints received has decreased since the end of summer and with the addition of clerical help in the CRB office, the process is improving.
12. New Business - Ms. Oppedisano expressed concern about the CRB conducting outreach meetings in all five Common Council Districts. Ms. McIlvain shared that she has spoken to groups and facilities on the North side that do not have a problem letting the CRB use their facilities, but do not see the relevance of the CRB to their mission. Mr. Lipari has been invited to attend various TNT meetings beginning in January. Board members are encouraged to attend. Mr. Mack feels the CRB should also make plans to attend meetings held by Common Councilors in their Districts to connect with constituents.
13. On motion made by Ms. Oppedisano, seconded by Mr. Masella, the meeting recessed for public comment. Among those commenting, 1st District Common Councilor Jake Barrett shared that he will become the Chairperson of the Public Safety Committee.
14. Meeting adjourned to Executive Session to vote on cases to go to Panel Hearings. At 8:45, Mr. Levine was excused.

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

Respectfully submitted,

Betty L. Pearson, Administrative Assistant
Citizen Review Board