

**City of Syracuse  
Citizen Review Board  
Meeting Minutes  
Thursday, January 5, 2017  
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>
Duncan, Caleb	X		Turner, V. Diane	X				
Holmes, Hatisha	X		Pearson, Betty L.	X				
Kutz, Ruth	X		<b>Common Councilor</b>					
Levine, Louis	X		Kessner, Jean	X				
Livingston, Mallory	X							
Ryans, Clifford	X							

On Thursday, January 5, 2017, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Ms. Livingston, 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. Chairman's Items

- a. Resignation, recognition of David Chaplin as Administrator – Ms. Livingston announced that Mr. Chaplin resigned as CRB Administrator December 21, 2016. She acknowledged his hard work and accomplishments.
- b. Formation of Search Committee – A committee consisting of Mr. Duncan, Ms. Holmes, Ms. Kutz, Mr. Levine, Mr. Ryans and Ms. Turner formed to search for an administrator.
- c. Recognition of resigned Board Members David Barrette and Peter Christiana – Ms. Livingston announced that Messrs. Barrette and Christiana tendered their resignations from the Board.
- d. Report on New York State Public Officers Law Article 2, §5 regarding Holding over after expiration of term – “Every officer except a judicial officer, a notary public, a commissioner of deeds and an officer whose term is fixed by the constitution, having duly entered on the duties of his office, shall, unless the office shall terminate or be abolished, hold over and continue to discharge the duties of his office, after the expiration of the term for which he shall have been chosen, until his successor shall be chosen and qualified; but after the expiration of such term, the office shall be deemed vacant for the purpose of choosing his successor. An officer so holding over for one or more entire terms, shall, for the purpose of choosing his successor, be regarded as having been newly chosen for such terms.

An appointment for a term shortened by reason of a predecessor holding over, shall be for the residue of the term only.” Mr. Levine and Ms. Turner completed their terms and were to leave the CRB at the end of December. However, no one has been appointed to replace them. They will continue to serve on the Board until their replacements are appointed.

- e. Board vacancies – As of the date of this meeting, one appointment has been made by Mayor Stephanie Miner. Councilor Jean Kessner stated that she will contact Councilors Joseph Carni (1<sup>st</sup> District) and Chad Ryan (2<sup>nd</sup> District) to remind them of the vacancies they need to fill.
- f. Report on status of pending cases and transition plan – Ms. Livingston reported that there are 35 open cases, that she is awaiting reports from the Office of Professional Standards and access to electronic files and that there were two hearings in December.
- g. Status of litigation – Ms. Livingston stated that oral arguments would take place Wednesday, January 11, 2017 in the Appellate Court in Rochester.
- h. Monthly Financial Report – Ms. Livingston shared the detailed breakdown of expenditures for the year to date.
- i. Preparation of 2017-18 Budget – Ms. Livingston handed out paperwork to formulate the 2017-18 budget that is due in the Budget office January 30.

Ms. Turner made a motion that Mr. Duncan seconded directing that the money moved for the administrator’s salary is returned to the appropriate lines in the 2016-17 budget. The motion carried unanimously.

- j. December case statistics – Ms. Livingston reported that 14 new cases were received in December. She stated the total received in 2016 is 109.
- k. Annual Report – The annual report is due March 31. Ms. Livingston apologized that there were no quarterly reports done in 2016.

## 2. Committees

- a. Ad-hoc Outside Counsel Committee – Ms. Livingston shared that a settlement was reached with our outside counsel and made a motion that dissolving the committee. Mr. Duncan seconded the motion and it was carried unanimously.
- b. Community Outreach & Public Education Committee – Mr. Duncan shared the 2017 schedule of meetings. Each Council District will have two meetings. The first one is Wednesday, January 25 at Betts library for the 3<sup>rd</sup> District. Elected officials and members of the Syracuse Police Department will attend the meetings.

- c. Board Developments and Training – There has not been a meeting. They plan to have a report next month.
  - d. Government Relations – Councilor Kessner suggested speaking to Councilor Steven Thompson to reach out to Ms. Livingston.
  - e. Police Liaison – There has not been a meeting recently. SPD contacted Mr. Ryans regarding participation in the Citizen Police Academy, January 10 to 12. Ms. Kutz suggested having a conversation with SPD regarding changes within the CRB.
3. New Business  
Ms. Mae Carter, newly appointed by Mayor Stephanie Miner, was present and introduced to the Board and public.
  4. Public Comment (6:30 pm)  
Mr. Mikiel Anderson asked questions or made statements about the budget; access to electronic files; the 60-day timeframe; Board vacancies; contracts; website updates; the Citizen Police Academy and Board training.  
Mr. Tom Law inquired about the oath/vow the police take and the training they receive for different scenarios as he was detained during an investigation at a store because of something he said to a clerk.
  5. Meeting continued in Executive Session.

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

Respectfully submitted,

Betty L. Pearson  
Typist II, Citizen Review Board