

**City of Syracuse
Citizen Review Board
Meeting Minutes
Date: Thursday, July 11, 2013
6:00 PM - 8:00 PM
Common Council Chambers
Public Comment - 20 minutes at 7:00 PM**

<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>
Gammage, Demetria		X		Masella, Joseph	X			Pearson, Betty L.	X		
Horan, Carole J.	X			Oppedisano, Donna	X						
Jennings-Bey, Timothy			X	Stuart-McIlvain, Sarah	X			Common Councilor			
Levine, Louis	X			Timmons, Tafara Blake		X		Barrett, Jake	X		
Livingston, Mallory	X			Turner, V. Diane	X						
Mack, Raheem	X			Lipari, Joseph L.	X						

On Thursday, July 11, 2013, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Mr. Masella, 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 Ms. Horan, seconded by Ms. McIlvain and adopted, the Board approved the Minutes of the June 6, 2013, Board meeting, following a discussion on the use of the term “recess for public comment.” Mr. Masella wondered if the correct terminology is being used. Is it really a recess? Should the comments be included in the minutes? What does the ordinance say? Speakers would have to state their names and addresses. Ms. McIlvain stated that it is a recess as no action is taken and people (Board members) can leave the room if they desire to do so. Mr. Lipari will check on the issue.
2. Chairman’s Items
 - a. OCC Training Concluded/New Approach to CRB Training – The training sessions at OCC for Board members have concluded. Mr. Lipari will attend a final session and compile information for the Board. A suggestion was made by Ms. McIlvain that an education component be added to the regular monthly meeting with topics and speakers chosen by the Training & Development Committee.
 - b. Creation of CRB Advisory Group – There is a need for a small group made up of Board members who can be available to offer assistance and/or advice to Mr. Lipari as issues arise. Ms. McIlvain suggested Mr. Lipari list six skill sets needed. Mr. Masella suggested that the Advisory Group consist of the chair, co-chair, at least one other Board member and the outside counsel. Mr. Mack suggested that the group consist only of the chair, co-chair and outside counsel.

3. Administrator's Report

- a. 2013 2nd Quarter Report – The report should be done by the end of July/early August and will include a public reporting of the several cases involving Improper Offer to Eliminate Charges and a Disciplinary Action Rate – the percentage of times Chief Fowler has followed the CRB's disciplinary recommendations.
- b. July 10 Council Hearing on Sexual Discrimination within SPD – The meeting was postponed.
- c. DOC Teleconferencing Set-up – The teleconferencing is in the process of being set up through the County's information technology department. This will allow the CRB to conduct hearings via teleconference for individuals incarcerated around the state.
- d. SharePoint Training & Set-up – The city's IT department is working to address a problem with gaining access to the CRB's SharePoint site.
- e. IA Pro Purchase – The software has been purchased and will be installed. Mr. Lipari and Ms. Pearson will be trained by the IA Pro company (CI Technologies) in August.
- f. Response from Sheriff's Office regarding Booking Tape Audio Problems – Mr. Lipari shared the response from the Sheriff's Department. Ms. Horan suggested asking that the CRB be given notice when they become aware of a problem in case a future complaint involves lost or missing audio and/or visual.
- g. June 2013 Case Statistics
Twelve new cases were received in June. The total received so far in 2013 is 68. Eleven cases will be reviewed during Executive Session.
- h. CRB's Juneteenth Event – Mr. Lipari and Ms. Timmons attended the Friday evening event, handing out the new brochure and business cards.
- i. Next Outreach: August 1st Near West Side Initiative Block Party at Skiddy Park (corner of Tioga & Tully), Noon – 5pm. Board members are encouraged to stop by.
- j. Due to the July meeting being held a week later because of the July 4 holiday, the next CRB Meeting is Thursday, August 8.

4. Committee Reports

- a. Outreach: Planning September Syracuse University Event – Mr. Lipari and Mr. Mack are working with the office of Advancement and External Affairs to set up a forum featuring the CRB that will include a mock hearing.

b. Board Training & Development (Mr. Levine, Ms. Horan and Ms. Oppedisano) will be meeting to set up a new agenda for training.

5. Meeting Recesses for Public Comment

6. Meeting Adjourned to 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