

**City of Syracuse
Citizen Review Board
Meeting Minutes
Thursday, July 6, 2017
5:30 PM to 7:30 PM
215 City Hall, SyraStat Room
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>
Carter, Mae	X		Meyer, John G.		X			
Duncan, Caleb	X		Ryans, Clifford	X				
Holmes, Hatisha	X		Turner, V. Diane	X				
Kutz, Ruth		X	Releford, Ranette	X				
Levine, Louis	X		Pearson, Betty L.	X				
McCarthy, Peter	X							

On Thursday, July 6, 2017, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 215 City Hall in the SyraStat Room.

Mr. Levine, Board Member, called the meeting to order and announced that the meeting was being held pursuant to notice and that a quorum was present. On motion made by Mr. McCarthy, seconded by Mr. Ryans and adopted, the Board approved Mr. Levine serving as Chair of the meeting.

1. On motion duly made by Mr. Ryans, seconded by Mr. McCarthy and adopted, the Board approved the Minutes of the June 1, 2017 meeting.
2. Board Action Items
 - a. Consideration of motion to retain Ranette Releford as Administrator retroactive to May 30, 2017 - On motion duly made by Mr. Duncan, seconded by Mr. Ryans and adopted, the Board approved the following resolution:

**RESOLUTIONS FOR THE APPOINTMENT OF THE NEW ADMINISTRATOR OF
THE SYRACUSE CITIZEN REVIEW BOARD AND AUTHORIZATION FOR
ABSENTEE VOTING THEREUPON**

WHEREAS, the office of Administrator of the Syracuse Citizen Review Board had been vacant since December 2016; and

WHEREAS, the sitting members of the Syracuse Citizen Review Board through its electronic advertisements did conduct a nation-wide search for a new Administrator; and

WHEREAS, the search conducted by the sitting members of the Syracuse Citizen Review Board resulted in the submission of well over one hundred resumes and applications; and

WHEREAS, from the resumes received thereby the sitting members of the Syracuse Citizen Review Board did conduct a first round interviews of 12 candidates for the position of Administrator; and

WHEREAS, from the 12 candidates who were interviewed in said first round of interviews the sitting members of the Syracuse Citizen Review Board did conduct a second round interviews of five candidates for the position of Administrator; and

WHEREAS, from the five candidates who were interviewed in said second round of interviews the sitting members of the Syracuse Citizen Review Board did select Ms. Ranette L. Releford as the new Administrator of the Syracuse Citizen Review Board and did notify her of such selection; and

WHEREAS, Ranette L. Releford did accept her appointment as the new Administrator of the Syracuse Citizen Review Board; and

WHEREAS, certain members of the Syracuse Citizen Review Board are unable to attend in person the meeting thereof scheduled for July 6, 2017; and

WHEREAS, the participation of all sitting members of the Syracuse Citizen Review Board concerning the appointment of the new Administrator is considered to be vital; and

WHEREAS, copies of the following proposed Resolutions were circulated to all sitting members of the Syracuse Citizen Review Board at least one week prior to the monthly meeting thereof scheduled for July 6, 2017; and

NOW THEREFORE, it shall be and hereby is

RESOLVED, that Ranette L. Releford shall be and hereby is appointed and retained as Administrator of the Syracuse Citizen Review Board pursuant to the terms and provisions of that certain retention letter dated May 31, 2017, a copy of which is attached hereto as Exhibit A and is incorporated herein for all purposes (“Retention Letter”) and it is furthermore

RESOLVED, that without limitation of the foregoing the aforesaid Retention Letter and all the terms and provisions thereof shall be and hereby are approved and ratified in all respects with the same force and effect as if set forth herein at length; and it is furthermore

RESOLVED, that the foregoing Resolutions shall be deemed to be effective retroactively to and as of May 30, 2017; and it is furthermore

RESOLVED, that the vote of any sitting member of the Syracuse Citizen Review Board concerning these Resolutions shall be counted and included in the tally of the votes thereupon even if that member is not personally in attendance at the monthly meeting of the Syracuse Citizen Review Board occurring on July 6, 2017, provided that on or before July 6, 2017 at 5:00 PM on that day such member has cast his or her vote concerning these Resolutions by expressing or transmitting same in a letter, or email, or telephonic or in-person communication to Ms. Betty Pearson the Typist II of the Syracuse Citizen Review Board.

3. Chairman's Items

- a. Introduction of new Administrator – Mr. Levine introduced Ms. Releford who shared a little about herself.
- b. Recognition of resigned Board Member/Chair Mallory Livingston – Mr. Levine announced that Ms. Livingston has resigned from the Board. He spoke of her dedication to the Board. A resolution will be presented in the future.
- c. Board Vacancies – Ms. Dana Natale introduced herself as the First Council District appointee. At their Regular Meeting on June 19, 2017, the Common Council passed a Resolution by Councilor Joseph Carni to appoint Ms. Natale to the Citizen Review Board as the First Council District representative for the term ending December 31, 2017. Once the City Clerk swears her in, she can begin to serve. She is enthusiastic about being appointed and has purchased and read the two books currently in the CRB library. To have a full Board, the At-Large Councilors have to make one appointment.
- d. Update on Lawsuit – The City did not appeal the March 24 decision handed down by the Supreme Court of the State of New York Appellate Division, Fourth Judicial Department concluding that the CRB has both the capacity and standing to institute the proceeding/action seeking to compel the Chief of Police to comply with the legislative mandate. The CRB should expect to resume receiving letters from Chief Frank Fowler regarding discipline even in cases that take over 60 days to investigate and hear.

4. Administrator's Report

- a. Activity and Case Status Report – Ms. Releford reported that there are 23 open cases from 2016 and 56 from 2017, totaling 79 open cases.
- b. Meeting with Chief Fowler – Ms. Releford shared highlights of her July 6 meeting with Chief Fowler including a discussion on why the CRB does not receive reports

from the Office of Professional Standards (OPS) when a complainant files a Notice of Claim. She will seek clarity from Corporation Counsel. Due to the 18-month time limitation on when officers can receive discipline unless there may have been criminal activity involved, there are some complaints that OPS will not investigate if not received within 18 months of the incident. Chief Fowler suggested Board members and the Common Council attend the Citizen Police Academy together. Regarding conciliation, they will seek a mutually agreeable agency to provide the service.

- c. NACOLE Membership – The CRB now has an Organizational Membership that is \$400 a year and is current through June 30, 2018. Organizational Members are agencies or Boards who provide civilian oversight of law enforcement by legislative or executive mandate. They receive one transferable regular (voting) membership. All agency or Board affiliate members are eligible to serve on committees, however election or appointment to the Board of Directors is limited to the designated voting member of the agency or Board.
 - d. NACOLE Conference, September 10 to 14, 2017, Spokane, WA – Ms. Releford will attend to learn and bring back the best practices in civilian oversight of law enforcement.
 - e. Monthly Financial Report – Ms. Releford shared the detailed breakdown of expenditures for the year to date.
 - f. June case statistics – Ms. Releford reported that seven new cases were received in June. She stated the total received in 2017 is 66 and that no cases will be reviewed during Executive Session.
5. Committees
- a. Community Outreach and Public Education – Ms. Holmes reported that the CRB participated in:
 - Unity Day Community Engagement, Friday, June 9, Jubilee Park
 - 3rd District Outreach Meeting, Wednesday, June 14, Betts Branch Library
 - Juneteenth, Saturday, June 17, Clinton Square
 - CNY Pride Parade, Saturday, June 17, Inner HarborOther events the CRB will participate in are:
 - 4th District Outreach Meeting, Tuesday, July 11, Beauchamp Branch Library
 - Unity Day Community Engagement, Friday, July 14, 3:00 PM to 7:00 PM, Kirk Park
 - Unity Day Community Engagement, Friday, August 4, 3:00 PM to 7:00 PM, Wilson Park
 - Near Westside Initiative Multicultural Block Party, Thursday, August 17, 12:00 PM to 5:00 PM, Skiddy Park

- Westcott Street Cultural Fair, Sunday, September 17, 12:00 PM to 6:30 PM, Westcott Street (and side streets) between Concord and Dell Streets
 - Southside TNT's Soul of Syracuse, Taste of the Southside Cultural & Arts Festival, date TBD, 12:00 PM to 7:00 PM, 1600 block of South Salina Street
- b. Board Developments and Training – No report
- c. Government Relations – Board members reported that they have attended candidate forums for those seeking election to the open seats.
- d. Police Relations – No report
6. New Business – None
7. Public Comment (6:30 pm)
Mr. Mikiel Anderson made statements or asked questions regarding contact with elected officials; contact with the Human Rights Commission and Justice Center Oversight Committee; CRB Committees; the investigator, medical consultant and interpreter; the annual and quarterly reports; the administrator's evaluation; the annual training day; corroboration with community groups/agencies; the body camera policy and if they are being used; Board vacancy; and outside counsel.
Ms. Natale shared that the police need to know of the advantage of the CRB to them.
8. 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