

**City of Syracuse
Citizen Review Board
Meeting Minutes
March 1, 2012**

Board Members:

Jarrold Bentley
Crystal Collette, Chair
Demetria Gammage (absent)
Carole Horan
Timothy Jennings-Bey
Louis Levine

Sarah McIlvain
Donna Oppedisano
Rachel Smith
Tafara Timmons (absent)
Diane Turner

Quorum Present

Call to order: 6:07 p.m.

Donna will continue to serve as recording secretary in the absence of any other volunteers

Minutes: Motion to approve; Donna, second; Diane. **Approved** with 7 in favor, 1 abstain

General Business

- Meeting Time: By board agreement all future monthly CRB meetings will be held at 6:30. Donna will send out a new calendar
- Vice-Chair: A concern was raised that the role of chair, absent a CRB administrator is far bigger than had been anticipated; additionally there is a concern that if the chair is unable to attend to an item or a meeting there is no one appointed to take on that responsibility. After some discussion, it was decided that we should not act on that until an administrator has been hired
- Sarah e-mailed members a copy of the by-laws used by Albany's CRB and has e-mailed the Sec. of State asking for models under municipal law.
 - Sarah will continue collecting model in advance of the drafting of our own by-laws
 - Some discussion about whether or not to form a committee. It was decided that one of the first tasks our new administrator would oversee
- Communication occurring only over e-mail has been difficult because some members do not respond, plans changed over e-mail could be missed by members. We need to figure out how inter-board communications will happen going forward
- We need to set up a generic e-mail account

- Noble, Carole and Jarrod have accepted the responsibility of returning phone calls until an administrator has been hired
- Committee Membership: In addition to the committees that have already been established, Sarah suggested we may need additional committees to handle government and police interface.
 - Some discussion ensued over whether or not a budget committee would be needed to advocate for our budget with the City, create a working budget, and manage the books. It was decided that this would be the job of the administrator

Community and Youth Engagement:

Diane Turner	Jarrold Bentley
Noble Jennings-Bey	Crystal Collette
Tafara Timmons	Rachel Smith

Search Committee:

Donna Oppedisano	Rachel Smith
Crystal Collette	Lou Levine

Training Committee:

Donna Oppedisano	Lou Levine
Carole Horan	

Government and Police Interface:

Noble Jennings-Bey	Rachel Smith
Jarrold Bentley	

Executive Session

General Business cont'd

Rachel reviewed the report from the meeting she and Crystal had with Chief Fowler and Captain Galvin (attached). From the review, the following questions/concerns were raised:

- We may need clarification about what counts as a "complaint". We should *at least* be made aware of any complaints, whether formal or informal, given the assumption that OPS *must* keep a copy of all complaints
- Discussion of Sec. 50 of the Civil Rights law and how it pertains to disciplinary records in all cases (is there some lee-way?)
- The board members should brainstorm a few scenarios for use in our continuum of force training

Old Business

- Donna passed out a copy of a flier she created about the CRB for the community to post
- Mission statement discussion
 - In discussing the MS, Carole pointed out that the first paragraph of the legislation lays out pretty clearly to intent and it was the consensus of the board that writing a mission statement now would not be the best use of the time
- People should have e-mailed their bios to Crystal. Crystal will send them on to Donna who has offered to proof them for members. Any members who have not done so already should e-mail their Bios ASAP
- A final copy of the new complaint form is not yet ready, despite the work that has already been done on it. This a critical matter and needs to be done ASAP
 - The question was raised about what we would do if a witness to an action wanted to file a complaint. Our form needs to reflect that scenario as well.
- Lou addressed the timeline of the processing of complaints. *The SPD, despite also having to abide by the new law, has not given their files to the CRB* in a few cases and in one other provided one that was woefully inadequate. therefore

A Motion was made to extend the time-line on the complaints being investigated due to the absence of an administrator and the delay in obtaining the police files. The board will do its best to stick to the time-line from the receipt of the files on. The motion was seconded by Carole.

Passed unanimously

New Business

- The Valley Neighborhood Watch Committee has a board meeting on March 8th and they requested someone to come and speak. No board members are available and Crystal will try to reschedule
- The next complaints to come in will be investigated by: 1. Jarrod and Sarah 2. Donna and Carole

Motion to Adjourn: 8:22 All in favor

Public Comment Period:

The following concerns and questions were raised by members of the community:

- The public expects us to have name plates or some other identification at our public meetings

- Barrie Gewanter (NYCLU) spoke on the following:
 - The revised United As One Coalition flier with changes made to reflect the new CRB legislation and timelines is ready
 - endorsed the police training that she attended and has offered to help in the training as well
 - She said she can provide some typical scenarios for our group's police training
 - The United As One Coalition will be hosting its report to the community On March 28th, location TBD. Members of the CRB are encouraged to attend

- What will be done about the lack of SPD reporting on the complaints being investigated?
 - The Police and Government Liaison Committee will follow up on this
 - The mayor's office will be contacted (*by whom, though????*)

- The Public needs a copy of the agenda prior to the meetings and approved minutes from the previous meeting need to be avail at the following meeting and on the website – Crystal will be sure to do this

Respectfully Submitted
Donna M. Oppedisano,
Recording Secretary
3/12/2012

