

**City of Syracuse**  
**Citizen Review Board**  
 Meeting Minutes

Thursday, November 3<sup>rd</sup>, 2016  
**Common Council Chambers**  
 5:30 PM to 7:30 PM  
 Public Comment - 20 minutes at 6:30 PM

**Board Members & Staff (Present / Absent):** See Chart Below

Name	P	A	Name	P	A	Name	P	A
Barrette, David	X		Livingston, Mallory	X		<b>Common Councilor</b>		
Christiana, Peter		X	Turner, V. Diane	X		Thompson, Steven	X	
Duncan, Caleb	X		Walker, Laura	X		<b>County Legislator</b>		
Holmes, Hatisha	X		Chaplin II, Esq., David L.	X		Peggy Chase	X	
Kutz, Ruth	X		Pearson, Betty L.	X				
Levine, Louis	X							

On Thursday, November 3, 2016, 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. On motion duly made by Mr. Barrette, seconded by Ms. Turner and adopted, the Board approved the Minutes of the September 1, 2016, Board meeting.
2. Board Action Items
  - a. Recognition of Mr. Christiana as outgoing Chair – Ms. Livingston explained some of the changes that have taken place within the Board this year, including the September 19, 2016 resignation of Mr. Christiana as Chair that led to her presiding over the meeting as Vice Chair.
  - b. Recognition of Mallory Livingston as Board Chair – On motion made by Ms. Turner, seconded by Ms. Kutz and adopted, the Board voted to have Ms. Livingston serve as Chair for the remainder of 2016 and 2017.
  - c. Election of new CRB Vice Chairperson – On motion made by Ms. Turner, seconded by Mr. Duncan and adopted, the Board voted to have Ms. Kutz serve as Vice Chair for the remainder of 2016 and 2017.
3. Chairman’s Items
  - a. Introduction of new CRB member Laura Walker – Ms. Livingston introduced and welcomed Laura Walker as the newest CRB member, replacing Joseph Masella as a Mayoral appointee. Ms. Walker shared a little about herself. City Clerk John Copanas swore Ms. Walker in before the meeting.

b. Recognition of outgoing Board member Carole Horan – Ms. Livingston announced that Ms. Horan tendered her resignations from the Board. Ms. Horan was one of the remaining original members of the reestablished CRB. At a future meeting, she will receive a certificate of appreciation and a resolution for her hard work and dedication to the Board and Syracuse community.

4. Administrator's Report

a. Board Vacancies – The appropriate Common Councilors have been notified of vacancies. The At-Large appointment is on the agenda for the November 7 Common Council meeting. Mr. Chaplin extended his appreciation for the hard work and dedication Ms. Horan showed during her term. Mr. Chaplin prepared a draft Resolution in recognition of Ms. Horan.

b. Outside Contracts Update – Mr. Chaplin reported that he is awaiting proposals from two more investigators and two medical consultants to submit to the Common Council.

- Ms. Livingston expressed concern regarding invoices from outside counsel. A committee consisting of Messrs. Duncan and Levine and Ms. Turner was formed to determine obligations regarding the outstanding fees. On motion made by Ms. Livingston, seconded by Mr. Duncan and adopted, the Board voted that no further payments would be made to outside counsel until the committee resolves the issues that also include funds allocated for certain expenses moved to another line in the budget after the budget was approved.

c. Draft Three-Quarters Report – Mr. Chaplin will share his draft with the Board via e-mail and expects the final completed for distribution before Thanksgiving. A new section has been added to include “Officer Highlights” and other information about the Syracuse Police Department.

d. NACOLE Conference Highlights –Mr. Chaplin instructed the Board to request a copy of the notes regarding sessions attended via email.

e. Monthly Financial Report – Mr. Chaplin shared the detailed breakdown of expenditures for the year to date.

f. September and October case statistics – Mr. Chaplin reported that eight new cases were received in September and four new cases were received in October. He stated the total received in 2016 is 84 and that 14 cases will be reviewed during Executive Session.

- g. September & October events attended – Ms. Livingston instructed Mr. Chaplin to share this information with the Board via e-mail.
- h. Newsletter Update – Mr. Chaplin shared that he received the account password and e-mail addresses of past recipients from former administrator Joseph Lipari, eliminating the need to start from scratch.
- i. Miscellaneous Updates – Ms. Livingston instructed Mr. Chaplin to share his updates by attachment to the meeting minutes and with the Board via e-mail.

- For the first time in 23 years the CRB received a commitment from SPD to adopt six recommended policies following several meetings and negotiations. There will be a story about this landmark achievement in Syracuse.com.
- The Administrator negotiated with Dave Barrette a soft understanding from PBA President Jeff Piedmonte that he is willing to allow access to individual officers for interview regarding complaints. This understanding is not firm but represents a step in the ultimate goal of improved trust and officer appearance at hearings.
- The Administrator coordinated with Jamesville Correctional to allow inmates to be able to call the CRB for free. The Administrator is planning a similar pitch to the County Justice Center.
- The Administrator coordinate an agreement with the Director of Juvenile Justice & Detention Services (blessed by the Commissioner and Judge Cecile [Family Court]) to have CRB informational materials available, such as:
  - Posters in the Social Work Hallway at Hillbrook
  - Educating all senior counselors on what the CRB is in order to inform both the youth and guardians of where to go after a potentially negative encounter with SPD.
  - All Juvenile Justice probation officers will have CRB brochures and complaint forms as well as encouraged to share about the CRB with youth and families.
  - The Administrator will be providing Monthly educational talks for Hillbrook staff and residents on how to properly interact with police.

## 5. Committees

- a. Community Outreach & Public Education – Mses. Holmes and Turner informed that:

- The 3<sup>rd</sup> District Outreach Committee Meeting was Tuesday, September 13 at Brighton Towers Apartments with 3<sup>rd</sup> District Common Councilor Susan Boyle and 16<sup>th</sup> District County Legislator Monica Williams attending
  - The 4<sup>th</sup> District Outreach Committee Meeting was Tuesday, October 11 at Beauchamp Branch Library with 10 people from the public present
  - The 1<sup>st</sup> District Outreach Committee Meeting will be Wednesday, November 9 at White Branch Library
  - Several Board members participated in staffing the CRB's booth at the Westcott Street Cultural Fair, Sunday, September 18 and that the reception by the public was good
  - On Tuesday, October 18, Ms. Holmes attended a panel discussion forum on improving the public's perceptions of police sponsored by the Southside TNT Crime & Safety Task Force and On Point for College at the Prince Hall Masons' Lodge. Chief Frank Fowler addressed the community based on questions they wrote at the meeting
  - Ms. Holmes attended the Onondaga County Justice Center Oversight Committee meeting on Wednesday, November 2
- b. Board Development & Training – Ms. Turner and Mr. Levine have been meeting and discussing the focus of training and are willing to come back to work with the Board as the training will take place in the new year with a full Board.
  - c. Government Relations – Ms. Turner suggested that the Outreach and Government Relations Committees work together to get the latter up and running. Some of their activities overlap and have camaraderie.
  - d. Police Relations – Ms. Kutz shared what she experienced during her ride-along with SPD.
  - e. Committee of Five to assess CRB Administrator – By appointment made by Ms. Livingston and vote by the Board, Ms. Kutz was added to the Committee of Five as the District member.
6. New Business
    - a. Due to prior obligations on the first Thursday of the month, Ms. Walker may have to miss some part of Board meetings. Ms. Livingston proposed moving the meetings to the second Thursday or another day of the week, pending availability of other Board members and Common Council Chambers.
  7. Public Comment (6:30 pm)
    - a. Mr. Mustafa Robinson questioned moving funds in the budget.
    - b. Mr. Clifford Ryan introduced himself and informed the Board that he has been active in the community promoting Non-violence for over a decade. Mr. Ryan

also shared that he is under consideration for the open At-Large position on the Board and is looking forward his appointment.

- c. Mr. William “Bill” Barber made a statement regarding the budget.
- d. Mr. Mikiel Anderson asked questions or made statements about the contract approval process; the budget; meetings in Council Districts; an interpreter; Mr. Christiana’s membership; vacancies and the timeline for filling them, suggesting that there should be people in line in case of a vacancy; and notification of the change in the day of Board meetings should it occur.

8. Meeting continued in Executive Session.

During the Executive Session, the Board voted on the following cases to determine whether to forward the case to a CRB hearing:

16-046	<b>Hearing</b>	16-061	<b>Hearing</b>
16-048	<b>Conciliation</b>	16-059	<b>Hearing</b>
16-052	<b>No Hearing</b>	16-063	<b>Hearing</b>
16-054	<b>Hearing</b>	16-064	<b>No Hearing</b>
16-055	<b>No Hearing</b>	16-067	<b>Hearing</b>
16-056	<b>No Hearing</b>	16-068	<b>No Hearing</b>
16-058	<b>No Hearing</b>	16-081	<b>No Hearing</b>

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

Respectfully submitted,

Betty L. Pearson  
Typist II, Citizen Review Board