



## **Citizen Review Board (CRB)**

City Services Center, Five Seasons Conference Room, 500 15<sup>th</sup> Ave SW

April 20, 2023 – 5:30 p.m.

### **MINUTES**

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**Committee Members Present:** India Snow-Watt, Aaron Eddy, Arthur Kim, Monica Vallejo, Edwin Montgomery, and Tim Countryman

**Committee Member Absent:** Allonda Pierce

**Staff Members Present:** Jennifer Pratt, Haley Sevening, Officer Carter, Sgt. Roberts, Lt. Doyle, Vanessa Chavez, Phillip Platz

#### **1) Call to order**

The meeting was called to order at 5:30p.m. by Chair India Snow-Watt.

#### **2) Approval of Minutes**

##### **a) March 16, 2023 – Meeting**

Aaron Eddy moved to approve the March 16, 2023, meeting minutes. Monica Vallejo seconded. There were no objections. Motion carries.

#### **3) Public Comment (max. 5 min. limit/person)**

None.

#### **4) Presentations**

##### **a) 1<sup>st</sup> Quarter Statistics**

Lt. Doyle explained the new visual presentation of the 1<sup>st</sup> Quarter Statistics, per suggestions at previous Citizen Review Board meetings. He reported back on the request to see an ethnicity breakdown of the data. This information is not collected by CRPD and is only required to be collected in two states. However, it is only the perception of the officer, as they cannot ask for a person's ethnicity. Monica Vallejo asked about the data for Latinos; Lt. Doyle indicated it is part of the ethnicity policy/data discussion. Chair India Snow-Watt asked are Hispanics are being counted as 'white'; Lt. Doyle stated yes. She expressed her concern about the disproportionate use of force data by race and sex. Lt. Doyle explained the review process for use of force. Chair India Snow-Watt stated that the Board should look at the Police Department's diversity training to see what officers are learning.

Lt. Doyle explained the tables on Agenda Packet 9 & 10. Aaron Eddy asked if there would be a year over year comparison (arrests, use of force, citation) by race for the past 5 years. Lt. Doyle will check with PD staff to see if they could compile that data.

##### **b) Ordinance Updates**

Vanessa Chavez reviewed the ordinance updates. She stated that they are working on updating the following items in the ordinance:

- 1) Clarifying the scope of the review for the chief's reports, such as sworn officers vs non-sworn officers and complaints filed within one year;
- 2) Clarifying the role of the police officer liaisons;
- 3) Alignment with state law (limitations of information to be presented);
- 4) Referrals to ombudsmen and role of referral;
- 5) Clarification on annual report and subcategories;
- 6) Clarification on data requirements to be completed;
- 7) General clean up (Chief or designee and policy references). She stated that they plan to start working

on this in the summer and will do a presentation to CRB in the fall.

Aaron Eddy asked who would be completing these changes; Vanessa Chavez stated that the City Attorney's Office will be completing this task. Aaron Eddy had questions regarding sworn officers and non-sworn officers; Sgt Roberts replied with the difference between sworn officers and non-sworn personnel. Aaron Eddy also had a question related to the time frame for filing complaints that the Board would review; Vanessa Chavez stated that currently the ordinance states that the Board will review reports that were filed in the past 90 days, they want to change it to the past year. She did mention that any reports that are over a year old still go through the standard review process, the Board would just not review them. Aaron Eddy had questions about reports that could have litigation; Vanessa Chavez replied stating that the City Attorney's Office makes the determination if a report would have a litigation potential.

#### **c) Media Requests**

Phillip Platz provided the City's media policy to the Board. Phillip Platz described the City's role with the media. He discussed the roles of the communication division and briefly discussed the types of media requests that the City receives. He shared the responsibilities of the Communications Division and shared the guidelines for the Media. Phillip Platz shared some expectations that the City has with the Media. He mentioned that if the City receives a request that a CRB representative should reply to, he will work with the CRB Staff liaison and the CRB representative. Furthermore, he stated that if the CRB receives a media request they can share that with the CRB Staff and the Communication Division and they will be happy to work with the Board.

Aaron Eddy asked if the Communications Division has reached out to the Media to see what type of story that they are interested in doing; Phillip Platz responded stating that the Media reaches out to the Communications Division with the information on the story that they are planning on doing and the team then decides on what departments could potentially answer the Medias request. Phillip Platz also mentioned that the City does Media Releases which then generate the Media to request additional information/interviews on those releases. There was discussion about some of the potential types of Media Releases that the CRB could put out for events or reports that the Board will do. Arthur Kim had a question about how other Boards and Commissions handle Media Requests; Phillip Platz and Staff stated that each Board and Commission have different ways of how they respond.

#### **5) Action Items**

None.

#### **6) Updates & Discussion Items**

##### **a) Member Commitment**

Chair India Snow-Watt briefly discussed that at the last meeting, Committee Member commitment was brought up. Staff confirmed that there are two vacant positions on the Board that the vacancies should be filled with the new appointments in June. Tim Countryman asked why this was item was added to the meeting agenda. Chair India Snow-Watt stated that due to attendance issues, turn-overs, and quorum issues the Board decided that this was a topic for the full Board to discuss.

##### **b) Subcommittee Meetings**

Chair India Snow-Watt stated that the Board should re-assess subcommittees when new members are appointed. Chair India Snow-Watt also asked if any Board member wanted to change their subcommittee; Aaron Eddy requested to switch from Operations to Policy. Some subcommittees decided to meet and will have reports outs for the next meeting. Chair India Snow-Watt mentioned that Camme McElhiney is a resource for the subcommittees to utilize.

##### **c) SRO Program Follow-up**

Chair India Snow-Watt briefly reviewed the SRO Follow-up. Sgt. Roberts stated that the SRO's feel that they have everything they need and if any Board member wanted to do their ride along with an SRO to please let Lt. McGarvey know. Sgt. Roberts provided a bit of information on how long and when an SRO ride along would be and mentioned that SRO's will be done in early June. Haley Sevensing stated that more information about ride alongs will be given after the date for the 2-hours rescheduled training is finalized. Sgt. Roberts announced that she will be taking over for Sgt. May once she retires in early May.

**d) Giveaway Items**

Haley Sevensing presented some potential community engagement items for the Board to review to see which the Board preferred. There was discussion about the type of items the Board wanted; it was decided that the Board would order the following: table throw, tote bags, pens, crayons, and stickers. Furthermore, it was decided that Staff would print out coloring sheets for events.

**e) 2022 Engagement Events**

Haley Sevensing stated that the Board had requested to see a list of their 2022 engagement events so a list of events was provided in the packet. Monica Vallejo shared 2023 dates for some of the events. Staff stated that they would update the dates and will work on getting a sign-up sheet for the events; Staff will also handle requesting booths for events that the Board is interested in attending.

**7) Future agenda items**

Chair India Snow-Watt asked if there were any other future agenda items that the Board wanted to add. The Board and Staff suggested the following topics for future agenda items:

- 2023 events
- Onboarding New Members
- Subcommittee Reports

**8) Adjournment**

Aaron Eddy moved to adjourn the meeting. Seconded by Edwin Montgomery. There were no objections. Motion carries. The meeting was adjourned at 6:40 p.m.

Respectfully submitted,  
Amy Cannon  
Community Development