

**MINUTES
POLICE CITIZEN REVIEW SUBCOMMITTEE**

**March 8, 2023
Meeting Held Remotely Via Zoom**

Members present: Emily West, Chair; Reggie Parson, Vice Chair; Rev. Lewis; Anne Hardcastle; Tim Smith; Jean-Raymond Desruisseaux (Gino)

Members absent: Kaylin Kerina

Staff present: Associate Corporation Counsel Rachel Millette; Major Robert Martin; Tracy Boyd

6:05 Call to order.

Chair West reviewed the agenda for the meeting

Motion was made by Gino and seconded by Reggie to adopt minutes of the February 8, 2023 meeting. Passage 5-0.

Reverend Lewis joined the meeting.

The subcommittee reviewed Attorney Millette's updated suggested guidelines for reviewing IA cases for timeliness, thoroughness, fairness, and objectiveness. This document will replace the two documents posted on the PCRS webpage. Anne suggested that the hyperlinks be checked quarterly to ensure that they are up-to-date and working on the webpage.

Motion to approve the updated suggested guidelines was made by Gino, seconded by Anne. Passage 6-0.

The checklist from the Police Department outlining what to expect in an IA folder in terms of documentation was reviewed.

Executive session pursuant to 1 M.R.S. Sec. 405(6)(F) to discuss IA2022-014 and IA2023-001.

Motion was made to enter into Executive Session by Gino and seconded by Anne. Passage 6-0.

Out of Executive Session.

Motion to find that IA2022-014 was thorough; second; roll call vote 6-0.

Motion to find that IA 2022-014 was fair; second; roll call vote 6-0.

Motion to find that IA 2022-014 was timely; second; roll call vote 6-0.

Motion to find that IA 2022-014 was objective; second; roll call vote 6-0.

Motion to find that IA2023-001 was thorough; second; roll call vote 6-0.

Motion to find that IA 2023-001 was fair; second; roll call vote 6-0.

Motion to find that IA 2023-001 was timely; second; roll call vote 6-0.

Motion to find that IA 2023-001 was objective; second; roll call vote 6-0.

The subcommittee discussed recommendations and goals for the 2022 Annual Report. A question arose of how to count multiple allegation from complainants against the same officer, the consensus was to count each allegation. In the future if there are multiple exact allegations from more complainants a footnote can be added as an explanation. There was consensus that the narrative should contain information as to how Category Us were reviewed differently during 2022. The members will wait until the new subcommittee is created before setting goals. Reverend Lewis initiated a discussion of the ability of the group to make changes to its rules for the City Council to approve. Attorney Millette clarified that the group can make changes to procedural rules but not substantive. Chair West asked Attorney Millette for clarification about the timeline of drafting the new ordinance. Attorney Millette believes that the drafting can begin sooner than July, however, the City Council cannot approve it until July. Attorney Millette will keep the group updated as to the progress of the drafting of the new ordinance. Gino volunteered to help Tim with review of the draft annual report. Chair West suggested that the group draft how-to guidelines to present a case to the subcommittee for new members.

No public comment was offered.

Discussion of electing a new chair. Chair West shared that Xavier Botana was approved by the City Council to serve on the subcommittee. Reverend Lewis inquired if that is allowed. Attorney Millette clarified that school department employees are not considered to be city employees. Gino suggested that in the future the group look at the rules that stipulate who can serve on the subcommittee. Conversation returned to election of the new chair.

Anne made a motion to nominate Reggie as the new chair, Gino seconded the motion. Passage 5-0, Reggie abstained.

The agenda for the next will include reviewing the annual report and election of a vice chair. Anne requested that the agenda and back-up documents be posted and sent 1 ½ to 2 weeks before the next meeting. The subcommittee members thanked Chair West for serving on the subcommittee. Major Martin confirmed that there are no IA cases pending review.

No public comment was offered.

Motion was made by Emily to adjourn and seconded by Tim. Passage 6-0.