

**APPROVED MINUTES**  
**POLICE CITIZEN REVIEW SUBCOMMITTEE**  
**July 9, 2025**  
**Meeting Held Remotely via Zoom**

Members present: Kaylin Kerina, Chair, Joey Brunelle, Vice-Chair; Rachel Schlein; Randall Kilty; Walter Bihumugani; and Keith Bidwell

Members absent: Xavier Botana

Staff present: Associate Corporation Counsel Rachel Millette, Chief Mark Dubois, Major Dan Hondo, and Tracy Boyd.

6:03 Call to order.

Motion was made by Randall and seconded by Rachel S. to approve June 11, 2025 meeting minutes. Passage 6-0.

Motion was made by Joey and seconded by Rachel S. to approve June 23, 2025 meeting minutes. Passage 5-0, Kaylin abstaining.

Update on the new Civilian Police Review Board ordinance:

Rachel M. informed the subcommittee that the next public City Council workshop regarding the Civilian Police Review Board Ordinance will be held on July 28, 2025, virtually, at 5:00 p.m.

Discussion of letter to City Council regarding the new CPRB ordinance:

Rachel S. & Joey drafted a letter for review by the subcommittee. The letter was edited and Joey made a motion to approve the letter to send to the City Council, seconded by Randall. Passage 6-0.

Training SOP:

Rachel S. drafted a PCRS training SOP, members provided feedback. After the discussion, Rachel S. suggested that she revise the draft for further discussion at the next meeting.

No public comment was offered.

6:57 Motion was made to enter into Executive Session pursuant to 1 M.R.S. Sec. 405(6)(F) to discuss IA2025-008, IA2025-009, IA2025-010 by Randall and seconded by Rachel S. Passage 6-0.

8:37 Out of Executive Session.

Motion was made by Joey to postpone voting on IA2025-008 until the August meeting; seconded by Rachel S. Passage: 6-0.

Motion was made by Keith to find that IA2025-009 was thorough; seconded by Randall. Passage: 5-1, Kaylin voting no, IA2025-009 was found to be thorough.

Motion was made by Randall to find that IA2025-009 was fair; seconded by Keith. Passage: 5-1, Kaylin voting no, IA2025-009 was found to be fair.

Motion was made by Keith to find that IA2025-009 was timely; seconded by Randall. Passage: 5-1, Kaylin voting no, IA2025-009 was found to be timely.

Motion was made by Randall to find that IA2025-009 was objective; seconded by Keith. Passage: 4-2, Kaylin and Keith voted no, IA2025-009 was found to be objective.

Motion was made by Randall to find that IA2025-010 was thorough; seconded by Keith. Failed: 2-4, Kaylin, Joey, Walter, and Keith voted no, IA2025-010 was not found to be thorough.

Motion was made by Randall to find that IA2025-010 was fair; seconded by Keith. Passage: 4-2, Kaylin and Joey voted no, IA2025-010 was found to be fair.

Motion was made by Joey to find that IA2025-010 was timely; seconded by Randall. Passage: 6-0, IA2025-010 was found to be timely.

Motion was made by Keith to find that IA2025-010 was objective; seconded by Rachel S. Failed: 2-4, Kaylin, Randall, Joey, and Walter voted no. IA2025-006 was not found to be objective.

Next meeting's date and agenda topics:

Randall & Keith will present on: policy recommendations based on the cases that were discussed at this meeting involving creation of a process for case presentation, the review process and subsequent follow-up with the Complainant and PD, meeting framework and how cases are categorized.

Rachel S. will present: available training, draft training SOP, in person meetings, and a possible new format for protected data.

Walter and Joey will work on an outline for improvement to the complaint process.

Rachel S. will re-present IA2025-008.

Joey and Keith volunteered to present a case if there are cases to be reviewed.

9:03 Motion was made by Joey and seconded by Randall to adjourn. Passage 6-0.