

## **POLICE CITIZEN REVIEW SUBCOMMITTEE**

Meeting Minutes  
July 10, 2019, 6:00 PM  
Room 24, City Hall

**Members Present:** Michael Harris, Chair; Luke Beland; Maria Testa; Reggie Parson; April Fournier

**Staff Present:** Commander James Sweatt; Lt. Cliff Strout; Sgt. Chris Dyer; Anne Torregrossa, Associate Corporation Counsel

**Public Present:** None

6:00 pm. Meeting called to order. Mr. Harris welcomed Sgt. Dyer, the new sergeant in the IA Division. Motion to approve minutes from May 8, 2019 meeting. Seconded. Approved 5-0.

1. Discussion of revisions to guidelines for reviewing and deciding on cases. Anne will provide the subcommittee guidelines that the PCRS previously had.

Chair Harris discussed the draft pamphlet on the PCRS. He met with the City Manager, who agreed to assist the Subcommittee with formatting and producing the pamphlet. The City Manager also expressed his availability as a resource to the chair and his support for the Subcommittee.

The Subcommittee discussed the suggestion that the PCRS reach out to groups and bring them in, rather than trying to go out to individual meetings. The Subcommittee also discussed having meetings in alternative locations in different areas of the City solely for gaining feedback and advertising those. The balance is ensuring that the Subcommittee can solicit the feedback while still not circumventing the public process and open meeting requirements. Ms. Torregrossa discussed the limitations of the Subcommittee and that they can only act as an entire board. However, it would be appropriate for Subcommittee members and individual members of the public to reach out and encourage people to attend a neighborhood meeting.

Chair Harris asked that all Subcommittee members consider what locations might be appropriate for public information gathering meetings. The consensus is that elementary schools would be a good location and potentially library locations. Ms. Torregrossa will give the Superintendent and Parks and Rec a heads up about what the Subcommittee is hoping to do with meetings.

2. Discussion of annual report. Discussion of how to report on timeliness. Whether to include first language of complainant, disability, gender.

Mr. Beland stated that the annual report should have an explanatory note on what goes into consideration of whether a case was timely. Chair Harris discussed that they could use a narrative instead of numbers to avoid confusion.

The Subcommittee does want to add additional information into the report for them to consider at the next meeting. Chair Harris will draft sections on the factors that the Subcommittee considers and the recommendations section.

6:57 Motion to move into executive session pursuant to 1 M.R.S. § 405(6)(A) to review IA investigations. Seconded. Passed 5-0.

7:10 Motion to move out of executive session. Seconded. Passed 5-0.

Motion to find IA2018-017 was fair, objective, timely, and thorough. Seconded. Passed 5-0.

The PCRS will not meet in August and the next meeting will be in September.

7:28 Motion to adjourn. Seconded. Passed 5-0.