

**City of Portland
Police Citizen Review Subcommittee**

**AGENDA
May 12, 2021
6:00 PM**

1. ZOOM MEETING INSTRUCTIONS

- a. On Wednesday, May 12, 2021 at 6:00 p.m., the Police Citizen Review Subcommittee will conduct a virtual meeting via Zoom, as allowed by 1 M.R.S. Sec. 403-A.

Please allow your computer to install the free Zoom app to get the best meeting experience. If you are not able to attend the meeting live, the City will be posting a recording of the meeting after it has concluded.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86504519116?pwd=RDFwejUwSW01SlhmRHRaVUtnXh1UT09>

Passcode: 627789

Or One tap mobile :

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Webinar ID: 865 0451 9116

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2. Call to Order

3. Approve Minutes

- a. Approval of April 12, 2021 minutes.
- 4. Public Comment Session
- 5. Subcommittee Business
 - a.
 - 1. Discuss status of community survey on police oversight model and next steps.
 - 2. Discuss annual report data and assign members to edit draft report. (See attachment)
 - 3. Discuss defining standards of whether an investigation was thorough, fair, timely, and objective.
- 6. Adjourn

POLICE CITIZEN REVIEW SUBCOMMITTEE

April 12, 2021

Meeting Held Remotely Via Zoom

Members present: Emily West, Chair; Reggie Parson, Vice Chair; Kaylin Kerina; Rev. Lewis

Members absent: Sarai Manyiel

Staff present: Anne Torregrossa

6:05 Call to order via Zoom.

Motion to accept minutes of March 10, 2021. Seconded. Roll call vote 4-0.

There was no public comment.

The PCRS discussed the ongoing survey. There are 73 responses as of 4/13/21. Chair West asked if anyone had feedback and stated that she had concerns that some might be dissuaded from responding due to the survey asking for a name.

Mr. Parson stated that he has shared on his social media accounts and that maybe the name is not required for the survey. Ms. Kerina has also shared the survey and heard feedback that some high school students had difficulty understanding the language. Rev. Lewis has also shared the survey on his social media accounts and noted that the name is not a required item on the survey so those who are not comfortable sharing do not need to fill it out. Ms. West asked if the group felt they should further refine the name field. Rev. Lewis pointed out that in public comment individuals are asked to share their name and address and that responses are from local individuals. Rev. Lewis continued that feedback from those who are not local to Portland may be less relevant to the committee and it's important to know who is sharing feedback. Ms. Kerina stated that the feedback of those who are not local may still be relevant, as it would be regarding their interactions with the Portland Police Department.

Chair West then discussed a deadline for the survey. Mr. Parson stated he did not know how many more responses they would get. Chair West suggested reaching out to the Portland Press Herald and other news sources, which others agreed with. Ms. Kerina is going to reach out to a contact at the Bangor Daily News, and Mr. Parson is going to reach out to the PPH. Rev. Lewis questioned whether the work of the Racial Equity Steering Committee is suppressing interest in the PCRS. Ms. Kerina hypothesized that it could be that the PCRS is still relatively unknown. The Subcommittee decided to close the survey on 5/14/21 and asked that the City put the survey in the City newsletter again.

Once the survey closes, Chair West will work with Jessica Grondin on the results.

The PCRS next discussed the annual report. Ms. Kerina suggested changing the charts to bar graphs and also adding a summary of what the Subcommittee learned from NACOLE training, and their recommendations to the City Manager. She also recommended that they distill the annual report into a community newsletter format. Ms. Kerina also suggested that the report include the timing of the case resolution, recommendations for training, strategic planning, etc. Other reports also addressed the influence of the COVID-19 pandemic on the PCRS's work.

Chair West asked if the Subcommittee thought anything was missing. Ms. Kerina suggested a short description of the SOP requirements and that the timing of the IA review and PCRS review be included.

Rev. Lewis asked if they were going to include the definitions of thorough, fair, timely and objective. Chair West stated that there is some level of definition in the annual report already. Mr. Parson stated that the 2020 cases were not reviewed under a defined standard, so they should not include a new standard in that annual report. Chair West reiterated that she and Mr. Parson had begun drafting definitions but that they were not easy to define. Mr. Parson said he would circulate their initial efforts for discussion at a later meeting.

Chair West suggested that they could include highlights from the year, but there were not many years of data, so discussing trends and demographics was challenging. Rev. Lewis stated that the PCRS should have observations on the data and put more meat in the body of the report. Chair West suggested that they could start with highlights, key findings, and any trends that stick out. Rev. Lewis suggested a recommendation summary at the beginning of the report.

Chair West revisited Ms. Kerina's suggestion of including timelines and expressed concerns about providing timelines without context. Mr. Parson questioned what they were trying to highlight with the timeframes. Ms. Kerina stated that this information was in other reports that she looked at along with other context including what might account for any delays. It would also be valuable for the PCRS to hold themselves accountable. Rev. Lewis questioned whether the IA SOP had specific timeline requirements. The PCRS requested that Ms. Torregrossa gather timelines from the cases reviewed in 2020 to consider for inclusion in the 2020 annual report. Rev. Lewis questioned whether there was anything in the Chief's report to the City Manager discussed timelines. Ms. Kerina suggested that PCRS timeframes for review could impact the person who complained. Rev. Lewis questioned whether the PCRS should set an expectation for itself for time to review a case.

Chair West asked how race and ethnicity data was collected. Ms. Torregrossa responded that it was only included where it was self-identified by the complainant or identified by the PPD in the dispatch report. Chair West questioned whether the PCRS should make assumptions based on appearance. Mr. Parson stated that the

race data collection was out of the PCRS's hands and that he did not want to profile people based on appearance.

Ms. Kerina requested that the annual report break down age into more categories.

Rev. Lewis expressed concern about not being able to keep complainants and cases de-identified if additional data was provided, given the small group. He also expressed concern that the numbers were so small that the data doesn't have real meaning. Ms. West agreed about the concern with the small numbers but thought that it was still important information to track.

Ms. Torregrossa will gather additional data for the 2020 Annual Report and the PCRS will revisit the topic at next meeting and assign members to work on the report.

The PCRS next discussed its workplan:

May meeting: update on survey status; discuss data on annual report; discuss definitions of thorough, fair, timely, and objective

June meeting: discuss survey results

7:31 Motion to adjourn. Second. Roll call vote 4-0.

IA Case #	Employee #	Allegation	SOP #	Command Finding	PCRS Finding				Complainant Demographics					Dates				
					Thorough	Fair	Timely	Objective	Age	Gender	Race	Ethnicity	Residency	Complaint	Investigation Complete	Forwarded for Review	Chief's Decision	PCRS Review