



City of Portland Ad Hoc Committee Agenda

Charter Commission Departments Committee
December 6, 2021 at 6:00 PM

1. Call the Meeting to Order

a. a.

[Due to the existence of an "emergency or urgent issue", the Charter Commission Committees will conduct this meeting by remote methods/technology at the Zoom link provided below, in accordance with the requirements of 1 M.R.S. section 403 -B and the Charter Commission Remote Participation Policy.](#)

You are invited to a Zoom webinar.

When: Dec 6, 2021 06:00 PM Eastern Time (US and Canada)

Topic: Charter Commission Departments Committee

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/84598317365?pwd=MC9LOThoZVJXc1M0YjQwVloraDBUQT09>

Passcode: 808767

Or One tap mobile :

US: +13126266799,,84598317365#,,,,*808767# or

+16465588656,,84598317365#,,,,*808767#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 646 558 8656 or +1 301 715 8592 or +1 346 248 7799 or +1 720 707 2699 or +1 253 215 8782

Webinar ID: 845 9831 7365

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International numbers available: <https://us06web.zoom.us/j/84598317365?pwd=MC9LOThoZVJXc1M0YjQwVloraDBUQT09>

2. Approval of the prior meeting minutes

- a. Approval of the draft November 15, 2021 Charter Commission Governance Committee

3. Public Comment

4. Recap and brief overview of our work on policing

- a. a. Make any changes we would like to make at this point to the Police Board
b. Confirm that we would like to send the police board to the commission for feedback

5. Goal Setting Session: (one at a time)
 - a.
 1. Ombudsman
 2. Constituent Services
 3. Communicatons
6. Outline next steps:
7. Adjournment



City of Portland
Departments Committee Meeting Minutes
November 15th, 2021 at 6:00 PM

1. Call to Order

- Chair Ryan Lizanecz opens the meeting. Chair Ryan Lizanecz, Committee Member Marcques Houston, and Committee Member Zachary Barowitz present. No voting members absent. Introduction of Jesse Denno, retained as Committee staff to conduct research and perform administrative duties.

2. Approval of prior meeting minutes.

- Chair Lizanecz motions to approve minutes from prior meeting minutes. Commissioner Barowitz seconds. Motion passes unanimously. Staff member Denno to be taking minutes for this meeting.

3. Workshop on Police Oversight

- Committee members discuss and draft language concerning the Board's powers and duties, membership, and staff and funding. Chair Lizanecz compiled a draft of language for a Police Oversight Board to be reviewed in this meeting, created from prior Committee discussions and under advice from Committee counsel. Lizanecz states that under current State law, independent bodies composed of volunteers cannot conduct investigations.
- Commissioner Barowitz proposed including a Civilian Police Oversight Board, an Ombudsman, and a Communications and Constituent Services Office under one organizational umbrella. Chair Lizanecz and Commissioner Houston expressed concern about how such an office would be framed on the ballot, or, if they were to be voted on separately, what would happen if some offices were approved and others were not. Commissioner agreed to proceed under the concept proposed by Barowitz.
- Commissioners drafted language regarding the appeals process for Internal Affairs investigations and the periodic submission of reports by the Oversight Board to the Council and Mayor..

concerning the composition of the Police Oversight Board, language was drafted to imagine a board of nine voting members and their means of appointment, with three non-voting members, limited to a term of three years. Commissioner Barowitz emphasized that the language should reflect the intent that the Board should serve to build public confidence in the Police department.

4. Staff & Funding

- Commissioners discussed tying the Board's funding to percentage of the Police Department's budget, but decided that that language be inserted that the Board shall be funded by Council. On Chair Lizanecz's suggestion, in the drafted language, Board members could receive a stipend, so as to make Board membership appealing and accessible to others than the affluent. Commissioners agreed to the necessity for a community liaison and a member of the Police Department familiar with department policies and procedure among the Board's staff.
- Commissioner Barowitz proposed further refining the language surrounding the proposed Communications and Constituent Services office. Commissioners further clarified the language regarding the office's intention, work and responsiveness.
- Commissioners debated whether the proposed position of Ombudsman should be elected or appointed, and determined it should be appointed by Council. Language was created stating that the office would work with other City departments on an as-needed and as-requested basis.

5. New Business

- Commissioners agree to convene again on November 29th. Commissioner Barowitz states that he is intending to bring speakers from Portland's office of Communications and Digital Services to address the committee at its November 29th meeting.
- After review by Committee Counsel, Chair Lizanecz proposed presenting drafted language to the full Charter Commission at its December 22nd meeting.
- Chair Lizanecz and staff member Denno to work on bringing a speaker from a Home-Rule city's ombudsman office, or someone from the American Bar Association who works on the text prescribing the ethics and procedures of ombudsman offices to speak at the Committee's December 6th meeting.

6. Adjournment

- Chair Lizanecz motioned to adjourn, Commissioner Barowitz seconded the motion. Motion passes

unanimously.