

LOCATION: *Duluth City Hall – 411 West First Street – Room 303*

MEMBERS Present:

x	Joan McNamara		Katherine Eagle	x	Bob Grytdahl - Staff
x	Patricia Behning Oakes	x	Renee Van Nett		
x	Doug Bowen-Bailey				

Absent with Notice: Katy Eagle

Absent without Notice:

Liaisons to DPD: Chief Ramsay, Deputy Chief Ann Clancy, Laura Marquart, Admin Lt.

Guests: Ryan Morris

Call to Order: Secretary Bowen-Bailey called meeting to order at 4:15 pm.

Roll Call: Noted the attendance of the board members and guests introduced themselves.

Minutes: Motion: To approve July 2014 minutes. MSP (McNamara) Discussed the possibility of sharing the draft minutes with police liaisons so they have an opportunity to review in advance. We will do that.

Board Reports: Patty went through the TSA process to become a trusted traveler.

Doug shared about vacancies on the CRB at NAACP meeting. There may be a couple of more applications that come forward from that time. Doug also shared that he was contacted by a community member who had concerns about how officers handled a neighbor. Doug referred the person to Deputy Chief Clancey who was able to check body camera video.

Bob asked about how board members know about complaints that are brought to individual board members. Doug replied that his understanding was that this was part of the purpose of the board reports.

Renee shared that she had met with the Indigenous Commission. They had questions about hiring process and she will also share info about body cameras. Other board members are invited to attend. It is the 3rd Monday of the month at 5 pm.

Public Comment: None

Correspondence: Bob G. received correspondence from FOX News about Gabriel Green's relationship with the board. Bob reported that Gabe submitted a letter of resignation saying that he had found work in another town.

Police Liaison Report: Chief Ramsay asked for letter of support for changes to the POST Board to allow for a more diverse pool of candidates. He also reported the Mayor is bringing forward two candidates for filling the vacancies on the board.

In writing a letter of support, the CRB would like to better understand the demographic pool. DPD will check on demographics of qualified candidates through Fond du Lac program. Deputy Chief Clancy will clarify who the letter is supposed to go to. Renee & Joan will work on drafting a letter. Once we have a draft, we will bring it to other community groups such as Human Rights Commission, NAACP, Indigenous Commission, to see if they would like to sign-on in support.

Approved:

Chief Ramsay requested 30 minutes at our next meeting to review the 2015 budget.

Lt. Marquardt shared an update of the complaints in 2014. 21 complaints so far this year – though at least 3 of the complaints are for non-police departments which are overseen by the police department (animal management and parking.) The board requested that those different departments be delineated – and that complaint records show if it is a police or non-police related complaint. The board will continue to work with the DPD to improve how we receive this information.

Liaisons shared a Job Description for Community Service Officer: Always accepting applications and will be a couple openings coming up.

With new members coming on board, we discussed *Topics for Training*:

- Use of Force Training –
- Traffic Stops –
- Simulated Shoot/Don't Shoot (Depends on when the department has access to this simulation)
- Ride-alongs

Strategic Planning: Peg Johnson led us in finalizing our strategic planning. We may have notes to add from her wrap-up.

We decided our focus will be:

(October – December) Create a Brochure:

- Role & Scope of Board:
- Board composition;
- Complaint Process
 - How & Why & Definition
- Meeting Times
- What to Expect at CRB Meetings
- How to Become a Member
- How to Contact Us

Have it reviewed by both Duluth Police Department & community groups. Goal to have it completed by end of the year.

Doug will draft something for the board to look at and then can do the layout once it is all designed. Bob thinks that he can get it printed and some assistance with graphics.

Once we have this brochure developed, we would work to attend community meetings and share it with other organizations to help get the word out.

Orientation for New Board Members: Need to have orientation for new board members. Documents to include: By-Laws, Copy of Ordinance, Draft Protocols for Board in Getting Complaints into the System, and contact information for other board members.

Community Forum: November 21 – Instead of regular meeting, host a community forum. We will plan this, but focus on introducing Citizen Review Board to the community, and addressing concerns about Use of Force and Militarization of police departments that are being discussed nationally. Also, allow community members to raise what issues they would like to have addressed in future forums. Doug will contact Xavier

Approved:

Bell at Community Action Duluth to see if he would be willing to moderate the forum – and if CAD might also host it. (*Update:* Xavier has expressed willingness for CAD to partner with us and facilitate.)

December will be focus on Annual Meeting.- create a document that can share what we have done this past year and the direction we are going. Will be shared with City council, but as much an opportunity to inform the community about our efforts.

The CRB wishes to express great gratitude to Peg Johnson for volunteering her time to work with us in this strategic planning process.

Announcements:

Community CommStat on Thursday – Sept 25 at 6 pm at Harrison Community Forum.

October 6 – Candidate Forum on Solutions to Poverty - Bob suggested a that we could submit a question to the forums about diversifying police forum.

NEXT CITIZEN REVIEW BOARD MEETING:

October 21 – 5 pm; 4:45 pm social time; (Doug will be out of town on 28th, and we decided to move it to a week earlier.)

This meeting will focus on 2015 Budget, Orientating New Members and Planning for November Community Forum.

Approved: