

**CIVILIAN REVIEW BOARD
PUBLIC SESSION MINUTES
November 19, 2015**

Present at the meeting were Civilian Review Board members Charlene Bourne (Chair, Eastern District), Joyce Green (Secretary, Central District), Mary Denise Davis (Northern District), Odessa Neale (Northwestern District), and John Wesby (Southeastern District). Mr. Wesby attended the meeting initially by phone and then in person.

Also present were:

Kisha A. Brown, Director of the Office of Civil Rights & Wage Enforcement
Shaun Clark, CRB Investigator
Deputy Eric Cox, Sheriff's Office
Lt. Victor Gearhart, Fraternal Order of Police
Lt. Michael Norris, Baltimore City Police Internal Affairs

I. Welcome from the Chair

Chair Bourne welcomed everyone and called the meeting to order at approximately 5:44 p.m. with a quorum present.

II. Minutes

The October 15, 2015 minutes were approved as submitted.

III. New Complaints

Secretary Green polled the Board for their votes, which were as follows:

PD059-15	CRB simultaneously investigate
PD060-15	CRB simultaneously investigate
PD061-15	CRB simultaneously investigate
PD062-15	CRB simultaneously investigate
PD063-15	CRB simultaneously investigate
PD064-15	CRB simultaneously investigate
PD065-15	IAD investigate
PD066-15	CRB simultaneously investigate
PD067-15	CRB simultaneously investigate
PD068-15	CRB simultaneously investigate
PD069-15	CRB simultaneously investigate
PD070-15	CRB simultaneously investigate
PD071-15	IAD investigate
PD072-15	CRB simultaneously investigate

A few of the new complaints were not notarized (PD059-15, PD062-15, PD067-15) and there was a discussion on voting on cases that were not notarized. Director Brown stated that the law does say that complaints are to be notarized; however, the Board could still decide to have an un-notarized complaint investigated. If a Board member decides to reject the complaint, that is their vote. Chair Bourne and Secretary Green did not vote on the un-notarized complaints.

In addition concern was raised by Secretary Green about complaints that did not have the complainant's name. Director Brown suggested that the Board not worry about contact information for the complainant since it is the investigator's job to track down the complainant and witnesses.

IV. Completed Investigations

CRB never received / IAD#14-0360 – Unfounded
PD008-15 / IAD#14-0597 – Not Sustained

V. Director's Report

Each Board member received a binder which contained a copy of the law, general information about each law enforcement unit, and additional oversight information. Chair Bourne distributed a CD of the Police Department's General Orders for everyone. Director Brown requested that if anyone had any suggestions as to other items to include in the binder to please let her know.

Director Brown introduced the new CRB investigator, Shaun Clark, and said another new investigator will start prior to the December meeting. A Public Information Officer will be hired next and will work on outreach for the services of each of our three boards.

Since the law says that the Board should meet in the community at least four times per year, Director Brown asked the Board members to begin thinking where they would like to host a meeting in their district. The law also states each year the board should vote for a Chair and Secretary. Director Brown asked the Board to prepare for an election at the January meeting.

VI. Old Business

Chair Bourne stated she thought there was going to be a Take-Down Training from the Police Department at the beginning of the meeting. Lt. Norris committed to following up on the matter.

Secretary Green asked when the new pamphlets will be available to distribute to the Board and commented that the complaint forms need the address updated. Investigator Clark and an intern from the University Of MD School

Of Law are working on revising the complaint form. The new pamphlets that were shared at the last meeting are available whenever anyone needs literature; however, there will likely be additional changes made before a larger amount is printed. Director Brown is trying to identify funding for the printing.

Ms. Davis asked to see the closure letters that the Board sends out after a vote and it was agreed that they will be sent to the Board for their review.

The Board discussed the continuing concerns with not getting complaints in a timely manner, not always being able to read them, and receiving a completed investigation at the same time as receiving the complaint. Director Brown has had many meetings with Chief Hill who has said that the Department is understaffed and a lot of times, IAD staff are pulled from their desk job to the streets. In reality the police resources are going to the high homicide rate in the city. Director Brown stated that our focus needs to be on what we can control and come up with a process. Furthermore, she is looking to reform an agency that has been in existence for 15 years but not taken seriously. She reiterated that she hears everyone's concerns, but this will take time. She welcomes your thoughts and would be happy to have one-on-one meetings with board members.

VII. New Business

Chair Bourne asked for the "What to do if you're stopped by the Police" cards so she can continue to give them out on her district's good neighbor walks. Director Brown said the ACLU puts them out and we will request more since we no longer have a supply.

Director Brown has been working with Lt. Gearhart and others to put together a mediation training which will be held December 5th & 6th. Our new Mediation Coordinator will attend the training and be at the next CRB meeting.

There being no further business, the meeting adjourned at approximately 7:12 p.m.

Respectfully submitted,

Michele Masters
Staff to the Board