

Administrative Charging Committee for Baltimore City

Regular Meeting Agenda

Tuesday, June 13, 2023

10am-4pm

7 E. Redwood St, 9th Floor, Baltimore, MD 21202

Attendees: (Committee Members) David Cramer, Tiera Hawkes, Raymond Kelly, Jesmond Riggins and (Staff) Caylin Young, Mariel Shutinya, Lisa Kelly, Autumn Grant, Meg Mishou, Robin Drummond

A. Call to Order - Rollcall

- a. The meeting was called to order at 10:04 am by Mariel Shutinya.
- b. Roll call and introductions.
 - i. Committee members
 - ii. Staff

B. Review and Approval of Agenda

- a. Committee reviewed the June 13, 2023 Agenda
- b. Committee voted to approve the June 13, 2023 Agenda as written (4 yes, 0 no).

C. Staff Report

- a. Mariel Shutinya gave the report and an overview of the meeting.
 - i. Policies and statutes
 - ii. Timestamps
 - iii. Investigations
- b. Jurisdictions are based on the Statute
 - i. Morgan State is under the Maryland Statewide ACC – not Baltimore City.
 - ii. The Law Department is researching all jurisdictions for further discrepancies.

D. Election of Chair

- a. Mariel Shutinya gave an overview of the purpose of the Chair.
- b. David Cramer nominated Tiera Hawkes as Chair
 - i. Committee voted and agreed that Ms. Hawkes will be Chair. 3 yes, 0 no
 - ii. Questions about having a Vice Chair.
- c. Commissioners agreed to table the nomination for Vice Chair.
- d. Open Meetings Act
 - i. Mariel Shutinya gave an overview of the 15 exceptions and why the meeting will be closed
 - ii. She highlighted personnel and disciplinary matters.

- iii. Public disclosure about matters.
- iv. David Cramer has completed the required Open Meetings Act training; other members are still in the process of completing the training

E. Case Review

The Committee, in accordance with the Maryland Open Meetings Act, Md. Code Ann., General Provisions, 3-305(b)(1) may vote to go into closed session to “discuss the appointment, employment, assignment, promotion, discipline, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom is has jurisdiction or any other personnel matter that affects one or more specific individuals.”

- a. Raymond Kelly made a motion to close the meeting, seconded by Jesmond Riggins. Committee voted to close meeting (4 yes, 0 no)
 - b. The meeting was closed to the public at 10:18 am.
- #### F. Open Meeting Session opened at 2:46 pm for open discussion.
- a. Open discussion: Chief Lisa Kelly asked about any general policy recommendations in discussion regarding trends and policy changes. Committee discussed how trends can be discussed in the open session after leaving the closed session.
 - b. Committee discussed the process of trends and recommendations on what to transmit to the PAB and to be noted in the minutes.
 - c. Action: Autumn Grant will write a draft of the recommendations and forward to ACC for review and approval.
 - d. Deputy Young gave closing remarks and thanked everyone.
 - e. David Cramer moved to close the meeting, seconded by Jesmond Riggins at 2:52pm.

G. Adjournment

Next ACC Meeting: Friday, June 23, 2023 (10 pm-5 pm)