

# Administrative Charging Committee for Baltimore City

## ACC Public Session Minutes

Friday, December 8, 2023

10am-5pm

7 E. Redwood St, 9<sup>th</sup> Floor, Baltimore, MD 21202

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**Attendees:** (Committee Members) Tierra Hawkes (Chair), Raymond Kelly (Vice Chair), Jesmond Riggins, David Cramer, and Kim Rogers. (Staff) Mariel Shutinya (Chief), Caylin Young (Deputy Director), Samuela Ansah, Aeiramique Glass (Deputy Chief), Tashawn Smith, Marissa Crockett, and Robin Drummond.

### A. Call to Order - Rollcall

- a. The meeting was called to order at 10:01 am by Tierra Hawkes (Chair).
- b. Roll call and introductions
  - i. Committee members
  - ii. Staff

### B. Review and Approval of Agenda

- a. The Committee reviewed the Agenda. David Cramer moved to approve the December 8, 2023 Agenda. Agenda was approved without objections.
- b. Motion made to approve all minutes from 10/6 to current made by Raymond Kelly seconded by Jesmond Riggins. David Cramer abstained from voting to approve all minutes where he was not present.

### C. Staff Report

- a. Chief Shutinya will send out the link to the NACOLE conference.
- b. OECR Holiday Party on December 15, 2023. All boards and commissioners are invited.
- c. Chief Shutinya's last day will be December 15, 2023.
- d. New OECR Office Space on East Baltimore Street.
- e. Chief Shutinya stated that Deputy Young will come in to address media policies.
- f. Samuela Ansah will come in to discuss policies.

### D. 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 it has jurisdiction or any other personnel matter that affects one or more specific individuals,” and to “comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter.”

- a. David Cramer moved to close the Open Session and move into the Closed Session. The open session was closed without objection at 10:19 am.
  - b. Committee reopened the session at 11:39 am.
  - c. Discussion about media relations
    - i. Raymond Kelly believed that the Committee should come to an agreement with Media relations.
    - ii. Deputy Young said that it should be discussed in the closed session.
    - iii. Motion made to move back into the closed session made by Raymond Kelly and seconded by Kim Rogers at 11:41am. The meeting was move back into the closed session without objection. The meeting was closed to the public at 11:41 am.
  - d. The open session was reopened at 1:15 pm. David Cramer made a motion to submit the six recommendations to OECR staff.
  - E. There was no further discussion in the Open Session.
- G. Meeting was adjourned by the Chair at 1:16 pm.

Next ACC Meeting: October 13, 2023 (11:30 am-5 pm)