



Board Meeting Report – November 7, 2024

Prepared for: PAB Board Members

Date: November 5, 2024

From: Dr. Lesli Myers-Small, Executive Director, Police Accountability Board

Overview

This monthly report is designed to keep the PAB Board members and the community informed about the activities, accomplishments, and ongoing efforts of the Police Accountability Board (PAB) since our last Board meeting on October 10, 2024. Transparency and accountability are central to our mission, and we remain committed to keeping our stakeholders updated.

1. Case Management and Investigations

- **Complaints Received:** In October 2024, the PAB opened 16 new complaints. The case management team reviewed and closed four cases, all finalized by Board vote.
- **Current Case Status (as of October 31, 2024):**
 - Case Management Review: 4
 - Investigations Review: 7
 - Evidence Review: 2
 - Request for Information: 2
 - Pending Close: 1

2. Policy & Oversight Division

- Hosted three public input sessions in October, engaging 66 community participants. These sessions are crucial for gathering feedback and informing our policy recommendations.
- Continuous updates on ongoing projects and proposals are available on our website to maintain transparency.

3. Community Engagement Initiatives

- **Outreach Events:** The Community Engagement Team participated in various activities, such as weekly tabling at the Central Library and community walks in partnership with Cameron Ministries and the Father Tracy Center.
- **Highlighted Presentations:**
 - Kennedy Towers (October 23, 2024): 22 attendees
 - Untrapped Ministries at Ibero (October 25, 2024): 13 attendees
 - Father Tracy Halloween Event (October 30, 2024): 23 attendees
- **Total Community Interactions:** 58 participants in October 2024

4. Community and Stakeholder Engagement

- **Free The People ROC Community Forum (October 12, 2024):** Deputy Executive Director Ben Wittwer addressed community concerns in a Q&A session focused on police accountability.
- **RocACTS Recognition (October 12, 2024):** PAB staff were honored for their dedication to promoting justice and equity in Rochester.
- **Faith Leader Roundtable (October 23, 2024):** The Executive Director met with local faith leaders to discuss collaboration and educational initiatives aimed at fostering trust between residents and law enforcement.

5. Investigations and Reporting

- **Disciplinary Matrix:** Ben Wittwer circulated a revised version based on Board feedback, with a goal for Board approval in December 2024.
- **Community Complaints:** The Investigations Team continues to manage multiple cases, prioritizing thoroughness and transparency.
- **Panel Review:** Seven investigations were closed by Board vote in October, highlighting our commitment to timely case resolution.

6. Training and Professional Development

- **NACOLE Conference (October 13-17, 2024, Tucson, AZ):** Six staff members, three leadership team members, and two Board members attended. William Clark (Board Member) and the Executive Director presented on a well-received panel, fostering meaningful discussions and networking opportunities. The conference provided actionable insights to enhance our oversight work.
- **Citizens Police Academy Training (October 9, 16, 23, and 30, 2024):** Several PAB members gained insights into police procedures, covering topics like domestic violence response and crisis intervention. The Academy sessions occur weekly for 10 weeks.
- **All-Staff Charter Training (October 25, 2024):** A comprehensive training session covered the PAB's legal responsibilities, fulfilling a City Charter mandate.
- **Undoing Racism Workshop (October 30 - November 1, 2024):** Facilitated by the People's Institute for Survival and Beyond, this workshop emphasized understanding historical inequities. The Executive Director participated alongside Council Member Patterson and Deputy Chief of Staff Jennifer Beideman, gaining valuable insights for systemic change initiatives.

7. Strategic Plan

We are committed to involving the Board in the strategic planning process, which will kick off in January 2024. Your feedback on key priorities and goals is essential to ensure the plan addresses the organization's most pressing needs and aligns with our collective vision.

8. Standard Operating Procedures (SOPs)

To enhance governance and streamline operations, I have proposed several new SOPs, complementing our existing New Board Member Orientation SOP. These include:

1. **Board Meeting Procedures SOP:** Guidelines for meeting structure, voting, and quorum requirements.
2. **Conflict of Interest and Ethics SOP:** Protocols for managing conflicts and promoting ethical behavior.
3. **Public Communication and Media Relations SOP:** Standards for media and public engagement.
4. **Document Review and Confidentiality SOP:** Procedures for handling sensitive information.
5. **Committee Formation and Participation SOP:** Roles and processes for committee involvement.
6. **Board Member Training SOP:** Ongoing education on diversity, legal compliance, and best practices.
7. **Complaint and Investigation Oversight SOP:** Board roles in overseeing investigations.
8. **Board Member Code of Conduct SOP:** Behavioral standards for Board members.
9. **Emergency Meeting Procedures SOP:** Guidelines for urgent convening.
10. **Succession Planning SOP:** Process for Board leadership transitions.

These SOPs aim to clarify responsibilities, enhance accountability, and support the Board's work. We invite feedback to determine any additional SOPs needed or preferences for development.

9. Community Feedback Survey

The Police Accountability Board Community Feedback Survey gathers insights into public awareness, experiences, and perceptions of police accountability in Rochester. This tool helps the PAB:

- **Improve Outreach and Engagement:** Identify effective strategies to engage diverse communities.
- **Prioritize Issues:** Focus on the community's most pressing concerns.
- **Enhance Transparency and Trust:** Show our commitment to listening and acting on feedback.
- **Inform Policy and Oversight Efforts:** Guide initiatives promoting equitable policing.

The survey empowers the community to shape the PAB's work, ensuring our efforts remain relevant and impactful.

10. Rochester City Charter Section 18 Task and Checklist

This checklist outlines our statutory obligations and serves as a strategic blueprint, driving daily operations and long-term planning. Its importance includes:

- **Clear Accountability and Structure:** Organizes our responsibilities, ensuring efficient execution and oversight.
- **Legal Compliance and Effectiveness:** Maintains our legitimacy by aligning with the City Charter.
- **Strategic Resource Management:** Helps prioritize tasks and allocate resources effectively.
- **Transparency and Public Trust:** Reinforces our commitment to openness and accountability.
- **Continuous Improvement:** Encourages regular audits and evaluations for ongoing refinement of our processes.

Thank you for your attention and ongoing support. We look forward to addressing any questions and continuing our collective efforts to promote transparency and accountability in Rochester.