

## Police Accountability Board - Regular Board Meeting

**Date:** August 8, 2024

**Time:** 6:30 PM

**Location:** 245 E. Main Street, Rochester, NY

**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

### Attendees

- **Board Members:** Lawrence Knox (Chair), Rabbi Drorah Setel (Vice Chair), Rev. Keith Patterson, William Clark, Mary E. Wambach, Daniel Cadet
- **Absent/Excused:** Yvonne Wilson, Arlene Brown
- **Staff:** Dr. Lesli Myers-Small (Executive Director), Benjamin Wittwer (Deputy Executive Director), Victoria Harmon (Secretary to the PAB)
- **ASL Interpreters:** Heather Feinman, Shannon Tracy

### Meeting Start: 6:34 PM

### Welcome & Introductions

- Chair Knox called the meeting to order and requested self-introductions. Board members and the Executive Director introduced themselves.

### Approval of Prior Minutes: 6:34 PM

- **July 18 Minutes:** Motion to approve the minutes made by W. Clark, seconded by L. Knox. Motion carried unanimously.

### Staff Reports: 6:36 PM

### Public Affairs:

- Completed the first round of interviews for the Community Engagement Specialist positions. The second round is scheduled for next week.

### Case Management:

- In July 2024, PAB received 15 complaints.
  - 13 cases were opened, and 2 were administratively closed.
  - The PAB Board reviewed and closed 4 cases.

### Investigations:

- The PAB legal team has been consulting with attorneys to update investigatory rules and the disciplinary matrix, reviewed annually. The draft will be sent to the Board for review and approval.

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- Recent updates were made to the city's PAB page to improve public communication, with changes to the PAB's website ([rocpab.org](https://rocpab.org)) also planned.
- By the end of August 2024, 30 reports are anticipated to be available on the PAB's website.
- On July 25th, PAB leadership staff and board members met with City Council during a work session, discussing barriers with the RPD. Increased transparency regarding PSS investigations is anticipated, and a procedure to obtain information related to sealed criminal cases has been established.
- Another meeting with City Council, Corporation Counsel, and RPD is scheduled for the end of August. This meeting will be held monthly.
- The Executive Director expressed gratitude to President Melendez, council members, and their staff for their attendance and engaging dialogue.

### **Policy and Oversight:**

- The Policy & Oversight team has hired a bilingual Policy Data Analyst, Sofia Lopez-Cartagena, who started on August 5, 2024.
- A draft of the Cost of Misconduct proposal for change has been completed and will be released to the public on September 3, 2024.
- Plans are underway to hold a work session with the Board soon thereafter.

### **Operations:**

- Offers have been made for the Language Access Coordinator and Webmaster positions.
- The Operations & Training Specialist position is undergoing approval by the Hiring Review Committee and the human resources department.
- The Executive Director and Director of Operations have been working on the RFP for the Three-Year Strategic Plan, with the draft currently under review.
- Applications will be sent to staff/Board members who have not attended the RPD Citizen's Police Academy, scheduled for 10 Wednesday evenings from October 9 through December 11, 2024. This training is part of ongoing efforts to complete charter-mandated and other professional development training.
- Upcoming training sessions will include a review of Rochester City Charter Section 18 for staff, board members, and City Council. Additionally, PAB staff will receive training on managing individuals with aggressive and violent behavior at the next all-staff meeting at the end of the month.

### **Executive Director Report:**

- The Executive Director has begun conducting listening sessions with PAB staff to gather insights, with follow-up planned after reviewing the information.

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- An introductory meeting with President Melendez and his staff was held to discuss future collaboration.
- The Executive Director also reached out to NACOLE's Executive Director and Training Director. A Zoom meeting is scheduled for next week to discuss certification requirements and explore training and resources.
- The Executive Director and Deputy Executive Director will be interviewed on WXXI's "Connections" by host Evan Dawson on August 13 at 12:00 PM, discussing PAB challenges, goals, and vision.
- The Executive Director reviewed the previous PAB annual report and suggested modifications. Collaboration with staff to develop a new report is ongoing, with each division responsible for sections, to be reviewed by Public Affairs and Community Engagement for consistency. The goal is to complete the report in time to present it at the NACOLE Conference.

### **Chair's Report: 6:47 PM**

- The Chair acknowledged progress made in the meeting with City Council regarding barriers in accessing information related to sealed criminal cases.
- The City Council and Public Safety Committee have approved filling the East Council seat. The Chair is optimistic about the approval of a new board member to represent the East Council seat, with a name expected to be announced at the City Council confirmation meeting next month or week.
- The Chair encouraged community members to invite the PAB to events and gatherings to increase engagement and awareness of the PAB's work.

### **Committee Reports: 6:50 PM None**

### **Old Business: 6:50 PM None**

### **New Business: 6:50 PM None**

### **Executive Session: 6:50 PM**

- Motion made by D. Setel, seconded by D. Cadet, to adjourn to executive session.
  - During the executive session, no votes or actions were taken.

### **Vote: 7:27 PM**

- Motion by L. Knox, seconded by D. Setel, to change the start time of the monthly board meetings to 6:00 PM to improve accessibility for attendees and accommodate staff working until 5:00 PM. Motion carried unanimously.

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**Adjournment: 7:29 PM**

**Next Board Meeting:** September 5, 2024 at 6:00 PM