

Police Accountability Board - Regular Board Meeting

Date: November 7, 2024

Time: 6:00 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), , William Clark, Daniel Cadet, Yvonne Wilson, Arlene Brown, Lwam Tecleab, Rev. Keith Patterson, Mary E. Wambach
- **Absent/Excused:** Rabbi Drorah Setel (Vice Chair)
- **Staff:** Dr. Lesli Myers-Small (Executive Director), Benjamin Wittwer (Deputy Executive Director), Victoria Harmon (Secretary to the PAB)
- **ASL Interpreters:** Shannon Tracy and Madisen Baldwin

Meeting Start: 6:04 PM

Welcome & Introductions: 6:04 PM

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

Approval of Prior Minutes: 6:05 PM

- October 10 Minutes: Motion to approve the minutes made by A. Brown, seconded by W. Clark. The motion carried unanimously.

Staff Reports: 6:06 PM

Case Management

- **In October 2024, 15 new complaints:**
 - Case Management Review: 3
 - Investigations Review: 7

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

- Evidence Review: 2
- Request for Information: 2
- Pending Close: 1

Policy and Oversight Division

- Three public input sessions were held in October, with a total of 66 community participants. These sessions are crucial for policy recommendations.

Public Affairs and Community Engagement:

- The Community Engagement Team actively participated in various events, including weekly tabling at the Central Library and collaboration with local organizations such as 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 interactions: 58 participants engaged
- **Community and Stakeholder Engagement:**
 - Free The People ROC Community Forum (October 12, 2024): The Deputy Executive Director presented information about the PAB during the Q&A session, receiving robust feedback from the attendees.
 - RocACTS Recognition (October 14, 2024): PAB staff were honored for their work in promoting justice and equity in Rochester.

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

- Faith Leader Roundtable (October 23, 2024): PAB's Executive Director met with local faith leaders to discuss potential collaboration opportunities and initiatives for educating the community about the PAB's work, with the goal of fostering trust between residents and law enforcement.

Investigations:

- The Deputy Executive Director presented an update on the Disciplinary Matrix:
 - The Disciplinary Matrix provides the framework for issuing disciplinary recommendations in cases of officer misconduct. The Disciplinary Matrix is reviewed annually based on feedback.
 - The Disciplinary Matrix was provided to board members for review. Their feedback has been received, and a new draft will be created based on their input. Once the draft is completed, the next step will be to solicit feedback from the Chief of Police and the President of the Locust Club before presenting the final draft for board approval at the next board meeting in December 2024.
- The investigations team continues to handle a high volume of complaints, prioritizing thoroughness and transparency.
- The board continues to review cases on a monthly basis and has reviewed and closed seven cases since the last board meeting.

Operations:

- Vacant positions are being actively addressed. Two additional positions are now posted and staffing updates will be shared with the board once new hires are confirmed.

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)**Training and Professional Development**

- NACOLE Conference (October 13-17, 2024, Tucson, AZ): Six staff members, three leadership team members, and two board members attended the National Association for Civilian Oversight of Law Enforcement (NACOLE) Conference. William Clark (Board Member) and the PAB Executive Director presented on a panel, alongside our partners from Albany and New York City, which was well received. William Clark and Yvonne Wilson also shared their experiences from the conference with the board.
- Citizens Police Academy (October 9, 16, 23, and 30, 2024): We have been participating in a 10-week program to learn more about the inner workings of the Rochester Police Department. The training takes place weekly on Wednesdays and is providing valuable insights.
- All-Staff Charter Training (October 25, 2024): Comprehensive training covered our legal framework and responsibilities per the City Charter.
- Undoing Racism Workshop (October 30 - November 1, 2024): PAB Executive Director participated in the Undoing Racism workshop, facilitated by the People's Institute for Survival and Beyond. The training focused on historical inequities and provided a deep understanding of racism.

Strategic Plan Update

- The Strategic Plan was presented to City Council and received approval to move forward. A final approval will be received during the council meeting on November 19th or 26th. The Executive Director will be present at the meeting to answer any additional questions and provide further information if needed.
- Once approved, the Executive Director will share the documents with the Board for their review and input, along with the Friday Letter

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)**Standard Operating Procedures (SOPs)**

- The PAB Executive Director shared 10 Standard Operating Procedures (SOPs) with the Board for feedback. No objections have been received regarding moving forward with the SOPs.
- The PAB Executive Director inquired about the Board's preferences regarding involvement in the development of the Standard Operating Procedures (SOPs). The Director presented the following options:
 - Staff leads the development of SOPs, with the Board reviewing and providing feedback on the drafts.
 - Board members directly participate in the drafting the SOPs alongside staff.
- The majority of board members preferred that staff take the lead in developing the SOPs, trusting their expertise. Due to the board not having enough time to draft the SOPs, this approach would allow staff to proceed efficiently, with drafts shared for board review and input.

Community Feedback Survey Update:

- The PAB is preparing to launch a community feedback survey to fulfill charter requirements and enhance outreach, engagement, transparency, and trust while informing policy and oversight.
- The survey will launch in December 2024 and remain open until early February 2025.
- The survey will be available in multiple formats: paper copies, QR codes, Google Forms, and directly on the PAB website.
- It will be translated into Spanish.

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

- There were discussions and suggestions about adding translations for other languages, such as those spoken by the Asian community, pending cost evaluation.
- We are also working to ensure accessibility for Deaf and hard-of-hearing individuals and those with disabilities.
- The goal is to gather 500-1,000 responses, a significant increase from previous surveys that garnered only 37 responses.
- Board members expressed willingness to assist in encouraging participation within communities.

Charter Section 18 Task and Checklist:

- The Executive Director presented a detailed breakdown of Charter tasks and checklist to the board, created to ensure compliance with the City's Charter requirements. The checklist outlines seven key tasks and how the board will be involved with every single one of those tasks.
 - **Task 1:** Investigating and adjudicating police misconduct complaints.
 - **Task 2:** Develop and maintain a disciplinary matrix.
 - **Task 3:** Review and recommend changes to RPD policies and procedures
 - **Task 4:** Conducting community outreach and ensuring accessibility.
 - **Task 5:** Publish monthly, quarterly, and annual reports.
 - **Task 6:** Perform audits and evaluations.
 - **Task 7:** Board and staff training.
- For each task, the action steps will be tracked, and progress will be communicated through Friday letters and public updates.
- Task 6 will be discussed further in the next meeting, focusing on how audits and evaluations can align with the strategic plan.

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

- The Executive Director emphasized that while most tasks are progressing well, Task 4 (community outreach) requires more attention, particularly in conducting public meetings in each city district annually. It was suggested that these meetings be held with the board members and corresponding city council members to strengthen community involvement.

Chair's Report: 6:42 PM

- The Chair emphasized the importance of the PAB's work, especially in light of the recent lawsuit filed by the Locust Club. He noted that the support received from the community, the board, City Council, and other elected officials has been critical in carrying out the work mandated by the community. Continued support will be essential for the PAB's success.
- The Chair addressed concerns raised by a board member regarding negative press and social media posts questioning the legality of the PAB's activities. Board member Mary raised the point that some media reports and comments have suggested that the PAB has used illegal methods to obtain information for the investigative reports that were released. The Chair acknowledged the concern and emphasized that, through the press conference and media coverage, the board had clearly outlined how the PAB's actions are legal and in full compliance with the City Charter.

Committee Reports: 6:45 PM**Training Committee:**

- The board has been making significant progress in completing trainings mandated by the Charter.

Police Accountability Board - Regular Board Meeting**Date:** November 7, 2024**Time:** 6:00 PM**Location:** 245 E. Main Street, Rochester, NY**Livestreamed on:** Facebook (facebook.com/rocpab) & YouTube (youtube.com/rochesterpab) & X (Twitter)

- All board members are now fully equipped to serve on review panels. With nine members now eligible to serve on panels, the review process will be more efficient, allowing complaints to be addressed more rapidly.

Old Business: 6:46 PM None**New Business: 6:46 PM None****Executive Session: 6:47 PM**

- Motion made by L. Knox seconded by W. Clark, to adjourn to executive session.
 - There were no votes taken in executive session.

Adjournment: 7:48 PM**Next Board Meeting:** December 5, 2024, at 6:00 PM