

**Regular Board Meeting
Police Accountability Board
September 7, 2023 at 6:30 PM**

245 E. Main Street, Rochester, NY

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

Attendees

Board Members: Lawrence Knox (Chair), Arlene Brown (Vice Chair), Daniel Cadet, William Clark, Rabbi Drorah Setel, Mary E. Wambach, Rev. Keith Patterson, Yvonne Wilson

Absent/Excused:

Staff: Sherry Walker-Cowart, Victoria Harmon, Delores Paige, Elizabeth Beltran, De'Jon Hall, Natalie Banks

ASL Interpreters: Kel Mullaney, Cody Matteson

Item	Details	Vote	Time
Start of Meeting	<p><u>Welcome & Introductions:</u></p> <p>Chair Knox called the meeting to order and requested self-introductions. Board members introduced themselves.</p>		6:32 PM
Approval of Prior Minutes	<p><u>Minutes:</u></p> <p>August 3, 2023. Motion to approve the minutes made by W. Clark, with a second by D. Setel. Motion carried.</p>	Unanimous	6:34 PM
Staff Report	<p><u>Public Affairs:</u></p> <ul style="list-style-type: none"> • The PAB has a new language line for translation service. • Press releases and social media posts have been made to inform the public about the language line. • Radio ads about the PAB and job openings are running on WDKX, Poder and La Mega. • There are two job openings for a Community Engagement Manager and a Community Engagement Specialist. The manger position closes on September 11th and the specialist position closes on September 18th. • The focus has been on Latino recruitment for current and upcoming positions. • The PAB has been engaging with the Latino community, attending events such as Rock the Block at La Marketa and partnered with the Father Tracy center to share the Right to Know proposal. 		6:34 PM

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	<ul style="list-style-type: none"> • The PAB will be participating in the final Rock the Block event on September 27th and conducting community outreach at the Health and Harmony Expo. These events are open to anyone interested in learning about the PAB and the job openings. • Billboards promoting the PAB are no longer running but will be resumed in the fall when sufficient funds are available. <p><u>Operations:</u></p> <ul style="list-style-type: none"> • All management team positions have been successfully filled. Attorney Elizabeth Beltran has been hired as the Director of Investigations. • Three investigators have also been hired, James von Boeckmann, Marissa Moreman and Isaac Fornarola. • The PAB is currently focused on planning upcoming training sessions. Notably, board members and staff members are scheduled to attend the NACOLE conference in November. • The PAB now has its own language lines, enabling direct access to interpreters, a development that was long awaited and achieved with the commendable efforts of the Manager of Administrative Service, Rosabel Antonetti. • The PAB is eagerly anticipating the posting of additional positions to be filled soon. <p><u>Investigations:</u></p> <ul style="list-style-type: none"> • As of July 14th, the PAB has not been receiving requested information from the police department. • The lack of direct access to the information from the police department is hindering the organization’s investigation process. • The City’s law department has informed PAB that they will reinstate the requested information once a memorandum of understanding (MOU) is signed between the PAB and the police department. • This MOU will clarify and interpret expectations and directives outlined in the Charter. • Currently, PAB is actively reviewing evidence, conducting thorough investigations, clearing and reassigning cases. 		
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	<ul style="list-style-type: none"> • A question was raised about whether the issue of RPD requesting names of complaints in order to provide requested information had been resolved. It was reported that efforts are being made to find a solution that allows for the necessary information to be provided while safeguarding the privacy of the complaint. • Elizabeth Beltran, the new director of investigation, has been providing valuable assistance in reviewing and ensuring the proper protocol is in place to, hopefully, resolve this issue within the next couple of days. <p><u>Case Management:</u></p> <ul style="list-style-type: none"> • The director of case management is currently streamlining processes to ensure a seamless initial intake for reporters by gathering critical information accurately the first time, to minimize the need for multiple calls. • The case management team is also working on ensuring the case management system, iSight, is functioning properly. A collaboration is being made with developers to transition from the 8.4 version of iSight to the 8.5 version. • Plans are being made with the community engagement team to have case managers present at community events, providing individuals with necessary information for intake. <p><u>Policy and Oversight:</u></p> <ul style="list-style-type: none"> • The policy and oversight division has partly gained access to secure file transfer from RPD, receiving over 150 documents related to oversight investigations into beanbag gun usage and juvenile use of force. • The team is actively analyzing the received information for any concerning patterns or practices. • The public input period for the proposal for change titled “Right to Know” has been completed, with partnership with 10 local organizations and feedback from almost 100 Rochester residents. The feedback is currently being analyzed and a complete analysis will be provided at the end of next week. 		
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<p>Chair's Report</p>	<ul style="list-style-type: none"> • Once the analysis of the Right to Know policy is completed, it will be sent to the PAB board for revisions, followed by a vote. If passed, the proposal will be submitted to the police department, city council, and mayor. • The policy and oversight team is also finalizing a draft of our review of RPD General Order 680 which they implemented in July of 2022. It is their protest policies and order of operations whenever there is a mass demonstration of First Amendment rights. The draft is expected to be completed by the end of September and released to the public around November. <p><u>Chair's Report:</u></p> <ul style="list-style-type: none"> • The Chair welcomed the new Director of Investigation, Elizabeth Beltran. • Acknowledgment and gratitude was given to the Interim Executive Director and staff for their improving the functioning and engagement of the PAB. • Concerns were raised regarding the lack of access to data to fulfill the PAB's obligation to the public. The chair has written a letter to the president of the council and PAB's liaison, who have been actively engaged with Interim Executive Director, staff and the legal department to address the issue. • The issue is expected to be resolved before the next board meeting. If not, further action may be taken. • The Appellate Court hearing date for the PAB's disciplinary power has been set for October 18th at 2:00 PM. The hearing will be streamed online on the court's website and will also be shared on the PAB's YouTube page. • Community members are encouraged to visit the new PAB's website for job openings and share them with qualified individuals. • The board currently has eight seats filled and aims to have full representation with nine seats. Community members are encouraged to apply for the East District seat. 		<p>6:53 PM</p>
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	<p><u>Committee Reports:</u></p> <p><u>Training Committee:</u></p> <ul style="list-style-type: none"> • Concerns were raised about receiving an email from the city’s training department instructing some board members to complete training on virtual sites they were not authorized to access. The chair acknowledged the access issue and the need to improve access for the board. It was explained that it is part of the process to ensure security and advised board members experiencing this issue to follow up with the secretary to board for further assistance. • The board will continue to ensure that all board members go through all necessary training so that the full board can review cases instead of a small number of board members. <p><u>Search Committee:</u></p> <ul style="list-style-type: none"> • A meeting was held to review the RFP process and another meeting scheduled for Thursday had to be cancelled due to a staff member’s unavailability. The committee is working with the staff member to reschedule the meeting. 		7:02 PM
<p>Old Business</p>	<p><u>Old Business:</u> No report</p>		7:05 PM
<p>New Business</p>	<p><u>New Business:</u></p> <ul style="list-style-type: none"> • The board has received a one pager titled “Rules for Investigations” to vote on two proposed changes. The pager is derived from the previously approved “Rules of Investigations” manual approved in April 2022. • The proposed change aims to clarify the process for creating/opening cases. • Firstly, the proposed change is to have the director of investigation responsible for determining if a proposed case should be considered a case or not. 		7:05 PM

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Executive Session	<ul style="list-style-type: none"> • Secondly, if a case is accepted, the investigation unit will open the case on iSight. Information regarding the created case will then be relayed to the director of case management. • Motion to amend the Rule of Investigation made by Chair Knox, with a second by W. Clark. Motion Carried. 	Unanimous	
	<p>ADJOURN TO EXECUTIVE SESSION – Motion made by L. Knox with a second by D. Setel to adjourn to executive session.</p> <p>End of meeting.</p> <p style="text-align: center;">NEXT BOARD MEETING: OCTOBER 5</p>	Unanimous	7:08 PM