

LOCATION: *City Hall – Room 303*

MEMBERS Present:

x	Joan McNamara (pending training)	x	Katherine Eagle	x	Renee Van Nett
x	Patricia Behning	x	Gabriel Green	X	Bob Grytdahl - Staff
x	Doug Bowen-Bailey	X	Blair Powless		

Absent with Notice:

Absent without Notice:

Liaisons to DPD: Deputy Chief Robin Roeser

Guests: Ryan Morris, Ryan Arbuckle

Call to Order: President Van Nett called meeting to order at 5:18 pm.

Roll Call: The board members did introductions and welcome our new member, Joan McNamara.

Minutes: Motion: To approve Oct 2013 minutes. MSP (Powless/Green)

Training:

Discussed process for providing training so that Joan can go through the training and get sworn in. Deputy Chief Rosier will send written information to Joan McNamara and she can look through and figure out what more is needed. Will work to have all of the topics addressed, but can figure out how much time will need to be spent on them based on the information needed by a new member.

Public Comment: None.

Committee Reports

Public Relations Committee

- No report at this time. Blair will e-mail out a new draft of suggestions for the web site.

Strategic Planning Committee

- Developing protocol for receiving & reviewing complaints
 - Blair reviewed information that was received from the City Attorney’s office. We had a discussion about how to proceed with communicating with the City Attorney’s office.

Motion: To pose the question to the City Attorney’s office: Is there a way for our board to receive information in a similar manner as to how Minneapolis Oversight Commission receives information? (MSP: Eagle/Green)

Deputy Chief Roeser reported that he had a discussion with Chief Ramsay and did some initial review of the Minneapolis procedure and open to exploring that possibility further. <http://www.minneapolismn.gov/civilrights/conductcomm/index.htm>

Executive Committee

- Renee contacted Patrick Boyle who is chair of the city council about what report is needed from us for the council. He was satisfied with the reports that were coming through in our monthly minutes. Bob suggested that one function of those reports is to educate the council

Approved:

about the work and value of our board. Patrick Boyle also suggested that Renee make a presentation to Clayton, Jackson, McGhie Memorial Committee.

- By-Laws: Had a discussion of by-laws. We approved a draft for a first reading which will be voted on the December 2013.

Correspondence:

- Bob received a letter from a community member that he wished to bring to the board. It had identifying information in it, and he raised the question of how to bring this information to the board. The board directed Bob G. to contact the City Attorney's office for advice about what to do with this letter – and then the board can use this advice to develop a more clear protocol about receiving complaints.
- Bob raised that there has been concern from the community about discretion for officers in writing tickets – in situations with people who are homeless or in dealing with students at schools.

Report from DPD liaisons

Other Business

- *Need to revisit the discussion of how we receive complaints and whether we can receive information directly via e-mail.*
- *Gabriel Green is working with Lt. Leah Wright COMPSTAT. It is another effort for collaborating with the community. Law enforcement partners have been collaborating among different organizations. This is focused on bringing that collaboration to the community level.*
- *Renee attended the Citizen Patrol meeting in Lincoln Park. Renee is hoping to meet with other groups.*
- *Annual Report: Renee and Blair will meet with Bob to do an annual report.*
- *Nominations for Officers: Motion: Be it moved that nominations for the positions of officers be submitted to Bob Grytdahl by December 1 to be voted on at the December meeting.*

NEXT CITIZEN REVIEW BOARD MEETING:

Tuesday, December 17, 2013

Location: TBD (Checking in to hosting it at Community Action Duluth with City Hall as the back-up.)

DRAFT Agenda for December 17, 2013

Location: Washington Center

5 pm – Social Time

5:15 pm - Call to order

1. Welcome
2. Roll call
3. Approval of June minutes
4. Training (topic to be determined)
5. Public comment
6. Committee Reports
 - a. Public Relations Committee
 - Information for City web site
 - b. Strategic Planning Committee

Approved:

- Developing protocol for receiving & reviewing complaints
 - a. Report re: City Attorney's response
- c. Executive Committee
 - By-Laws (Second Reading)
- 7. Correspondence
- 8. Report from DPD liaisons
- 9. Other Business
 - a. Training for New Member
 - b. Report for City Council
 - c. Election of Officers
- 10. Announcements
- 11. Agenda for Next Meeting

NEXT CITIZEN REVIEW BOARD MEETING:
Tuesday, January 28, 2013

Approved: