

**City of Saint Paul  
Police Civilian Internal Affairs Review Commission  
Minutes for November 6, 2019**

- Meeting No. **11 of 12** for calendar year 2019
- Convened at Wellstone Community Center, 179 Robie St. E., Saint Paul 55107
- Called to Order at **6:02** p.m.
- Call to Adjourn at **8:21** p.m.

**Attendance**

<b>Present:</b>	<b>Record (Based on Individual Calendar Year)</b>	
1.	Interim Chair Eric Forstrom	(P <u>2</u> , A <u>0</u> )
2.	Interim Vice Chair Sasha Cotton	(P <u>1</u> , A <u>1</u> )
3.	Commissioner Britt Kringle	(P <u>6</u> , A <u>0</u> )
4.	Commissioner Sierra Cumberland	(P <u>5</u> , A <u>1</u> )
5.	Commissioner Travis Grundy	(P <u>11</u> , A <u>1</u> )
<b>Department Staff:</b>		
1.	Jeffry Martin, HREEO Deputy Director	
2.	Julian Roby, PCIARC Coordinator	
<b>SPPD Staff:</b>		
1.	Commander Sean Johnson	
2.	Sergeant Kathy O'Reily	

**I. Call to Order**

**II. Approve Agenda**

- a. Motion to approve by Commissioner Grundy
  - b. Seconded by Vice Chair Cotton
- Approved

**III. Approve October Meeting Minutes**

- a. Motion to approve by Commissioner Grundy
  - b. Seconded by Commissioner Cumberland
- Approved

**IV. HREEO Accessibility Coordinator**

- a. TJay Middlebrook is the HREEO Accessibility Coordinator, and in this role, he is charged with being the liaison for public entities enforcing Title II and III regarding providing public services within the City of Saint Paul. Additionally, Tjay's role is to ensure that populations with limited English proficiency are provided with language services for City of Saint Paul entities. Furthermore, Tjay

can develop training around how to ensure your department, and or board can meet accessibility standards, and allow everyone in Saint Paul to have a positive experience participating in events, and engaging with the boards, and departments.

V. IMAGINE Deliver Presentation

- a. Kate Khaled is the founder of Imagine Deliver a community engagement and strategic design consulting firm. Imagine Deliver works with organizations and institutions to elevate community voices and solve problems by activating community genius. Imagine Deliver began in 2016, and has done several projects that co-create with communities within Saint Paul including the Saint Paul Public Libraries on their Strategic Plan and that led to the development of their fine free library initiative, and help them deliver on their mission in better more actionable ways. Additionally, Imagine Deliver has kicked off a project with the office of financial empowerment on the effects of impound lots, and how fines and fees are impacting different groups. Imagine Deliver is exploring how to best work with PCIARC to help people better understand the PCIARC process, and improve how people can better plug into the work of the PCIARC, and help solidify the PCIARC's strategic plan.

VI. HREEO Update

- a. We've recommended four candidates to the Mayor's Office, and have been notified that three of those candidates have been approved by the Mayor's Office, and adopted by the City of Saint Paul Council. Those candidates will be completing a modified Civilian Police Academy hosted by Commander Johnson and will work towards getting them sworn in by January 2020. Additionally, we are holding interviews for the final vacancy on the PCIARC, and hope to have that candidate approved, adopted, and sworn in with the three other candidates by January 2020. There will be a Civilian Police Academy beginning in November for the anyone from the public interested in participating.
- b. There were three finalists selected to move forward for the Director of HREEO position, and they will be setting up interviews with the Mayor's Office in the coming weeks. Lastly, there are three upcoming public safety community meetings, and all are encouraged to attend, and participate.

VII. Chairs Report

- a. Chair Forstrom sent an email to all the PCIARC Commissioners on their city emails with all the documents, and presentation slides from the 2019 NACOLE Conference that we attended in September in Detroit, MI.

**VIII. Adjourn to Closed Door Session**

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IX. Chair's Report (Private)

X. Break

XI. Case Review-without Testimony

**XII. Adjourn**