

**CITY OF SAINT PAUL
HUMAN RIGHTS & EQUAL ECONOMIC OPPORTUNITY
POLICE CIVILIAN REVIEW COMMISSION
MINUTES FOR MARCH 1, 2017**

<ul style="list-style-type: none"> • Meeting No. <u>1</u> of <u>12</u> for calendar year 2017 • Convened at the Neighborhood House, 179 Robie St. E., Ecolab Fireside Room, Saint Paul, 55107 • Called to Order at <u>6:02</u> p.m. 		
Attendance		
Present:		Record
1.	Acting Chair Trupiano	(P <u>1</u> , E <u>0</u> , U <u>0</u>)
2.	Commissioner Binns	(P <u>1</u> , E <u>0</u> , U <u>0</u>)
3.	Commissioner Swanson	(P <u>1</u> , E <u>0</u> , U <u>0</u>)
4.	Commissioner Langford	(P <u>1</u> , E <u>0</u> , U <u>0</u>)
5.	Commissioner Lykhang	(P <u>1</u> , E <u>0</u> , U <u>0</u>)
Excused Absence (With Advance Notice):		
Unexcused Absence (Without Advance Notice):		
Department Staff:		
1.	Jessica Kingston, Director	
IAU Staff:		
1.	Senior Commander Robert Thomasser	
2.	Sergeant Wes Denning	
3.	Lisa Drake	
Guest(s)		

PUBLIC AGENDA:

- **APPROVAL OF AGENDA:**

Chair Trupiano entertained a motion to approve the agenda for the March 1, 2017 Commission meeting. The agenda was unanimously approved.

- **ADOPTION OF MINUTES:**

Chair Trupiano entertained a motion to adopt the minutes of the January 4, 2017 PCIARC meeting. The minutes were unanimously adopted.

- **CHAIR REPORT:**

1. Chair Trupiano to send a note to Officer Dion to thank him for his service
2. Commissioners discussed having a letter sent to Officer Davis as well

Outcome:

- **Chair Trupiano to send a letter of thanks for time and work on the Commission, on behalf of the Commission, to Officers Dion and Davis**

The Responsible Party:

- **Chair Trupiano**

- **HREEO REPORTS AND UPDATES:**

1. HREEO Organizational Update:

- a. *PCIARC Commission applications*

- The Department received between 80-100 applications and is reviewing the list
- Interviews to begin within the next few weeks

- b. *PCIARC Coordinator*

- Received over hundred applicants; not all met minimum qualifications;
- HREEO and police personnel rated the application question responses.
- Waiting on certified list from Human Resources

- c. *Foundations of Racial Equity Training*

- Please remember to sign up for Foundations of Racial Equity. Class listing is below. This is a one day training class.
- Commissioner Binns attended and shared her feedback.
- Chair Trupiano scheduled to attend in March.

2. Rules and Procedures

- Director Kingston shared that new rules and procedures will be provided to the Commission for review and approval once the Commission has 9 members

3. Technology

- Director Kingston shared that OTC is working on a solution for secure remote access so that laptops do not have to be picked up or dropped off. The new solution

would also allow people to have the option to access the files through their own computers. Updates to the process will be provided by HREEO.

- Members discussed how to post questions to cases in the portal or via email.

4. NACOLE Conference

- HREEO Budgeted to send 2 Commissioners to NACOLE each year. Please let Director Kingston know if you are interested in attending this year.

5. Other updates

- Reviewed timing for new Commissioners to be on board by May/June commission meeting
- Clarified the Police Civilian Academy is not a requirement to be appointed. However, completion of the Academy is required in order to be a voting member of PCIARC.
- Police report card will be live on March 21, 2017. This will be an interactive website and include 21st Century report.

Outcome:

➤ **Training options:**

- **March 27th – Arlington Community Center**
- **4/10 – Wellstone Center**
- **4/21 – Western Police District**
- **5/10 – Wellstone Center**
- **6/27 – Western Police District**
- **8/1 – Western Police District**

➤ **NACOLE Conference will be held in Spokane, WA from September 10th – September 14th**

➤ **Police to provide a demo of the interactive Police report card**

The Responsible Party:

➤ **Commissioners to advise Director Kingston of which class they want to take**

➤ **Commissioners to notify Director Kingston if they are interested and able to attend the NACOLE conference**

➤ **Director Kingston to provide updates on technology updates prior to the April meeting. Director Kingston and/or HREEO staff will deliver laptops to Commissioners.**

➤ **IA to confirm if demo will be done at the April meeting**

- **Case Review:**

1. PCIARC Meeting moved to closed door session at 6:26 pm
2. Commission reviewed Internal Affairs Cases

- **OLD BUSINESS:**

1. None

- **NEW BUSINESS:**

I. Next PCIARC meeting will be on April 5, 2017 at 6:00

- **ADJOURNMENT AT 7:50 PM**