

POLICE-CIVILIAN INTERNAL AFFAIRS REVIEW COMMISSION
City of Saint Paul
Human Rights and Equal Economic Department

DATE: September 6, 2017

TIME: 6:00 PM

LOCATION: Saint Paul City Hall, 15 Kellogg Blvd W., Saint Paul, MN 55102, Room 41

MINUTES

****NOTE: This meeting will NOT include a closed session****

Commissioners: Acting Chair Susan Trupiano, Commissioner Daria Caldwell, Commissioner Kristen Clark, Commissioner Sasha Cotton, Commissioner Eric Forstrom, Commissioner Kaohly Her, Commissioner Bryan Langford, Commissioner Rachel Sullivan-Nightengale, Commissioner Constance Tuck

HREEO Staff: Deputy Director Jeffry Martin, PCIARC Coordinator Libby Kantner

IAU Staff: S/C Robert Thomasser

I. Call to Order

II. Reviewed Agenda

III. Approved August Minutes
Motion made by Commissioner Langford
2nd by Commissioner Forstrom

IV. Chair's Report
No updates

VI. Old Business
No updates

VII. New Business

- A. Welcome to the PCIARC
Deputy Mayor Kristin Beckmann
 - D/M Beckmann conducted swearing in for new commissioners
- B. Update from the Saint Paul Police Department
Saint Paul Police Chief Todd Axtell

- C. Parliamentary Procedure Training
Minnesota State Association of Parliamentarians (MSAP)
 - Ginny Altman, MSAP, President
 - Conducted training on parliamentary motions
- D. Review and Discuss Draft Standing Rules
PCIARC Coordinator and PCIARC Acting Chair
 - Reviewed and discussed
 - Amendments must be submitted in writing prior to the Oct. 4th Commission meeting
- E. SharePoint and Laptop Training
Office of Technology and Communications
 - CJIS Policy and City of Saint Paul Acceptable Use Policy training conducted by Linda Goettler
 - CJIS test must be completed by Commissioners by Wednesday, Sept. 20th
 - Commissioners logged into laptops and SharePoint site
 - Reviewed laptop and SharePoint content
- F. Commissioner Onboarding Update and Next Steps
PCIARC Coordinator, Libby Kantner
 - Commissioner Frameworks Training, September 30th 1-5PM, Wellstone Center
 - October 4th Commission Meeting
 - Vote on rules
 - Vote to elect a Chair and Vice Chair
 - Laptops with cases loaded on them will be available Wednesday, Sept. 20th for pickup

VIII. Adjourn