

**City of Syracuse
Citizen Review Board
Meeting Minutes
Thursday, September 1, 2016
5:30 PM to 7:30 PM
Common Council Chambers
Public Comment - 20 minutes at 6:30 PM**

Name	P	A	Name	P	A	Name	P	A
Barrette, David	X		Levine, Louis	X				
Christiana, Peter	X		Livingston, Mallory		X			
Duncan, Caleb		X	Turner, V. Diane	X				
Holmes, Hatisha	X		Chaplin II, Esq., David L.	X				
Horan, Carole J.	X		Pearson, Betty L.	X				
Kutz, Ruth	X							

On Thursday, September 1, 2016, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Mr. Christiana, Board Chair, called the meeting to order and announced that the meeting was being held pursuant to notice and that a quorum was present.

1. On motion duly made by Mr. Barrette, seconded by Ms. Holmes and adopted, the Board approved the Minutes of the August 4, 2016.
2. Chairman's Items
 - a. The Chairman had no items.
3. Administrator's Report
 - a. August community events attended/September events on schedule – Mr. Chaplin reported that he attended the Near Westside Multicultural Block Party, August 18; Outreach committee meeting, August 22; Syracuse University alumni panel discussion, August 23 and the CommUNITY & COPS event Sunday, August 28. He will attend the Frank H. Hiscock Legal Aid Society Justice Walk/Run, September 7; Westcott Street Cultural Fair, September 18 and the NACOLE conference.
 - b. Website update/Newsletter status – Mr. Chaplin reported that the website now includes a fillable PDF complaint form. A draft of the e-newsletter was sent to the newer Board members.
 - c. Legal services contact list/Continuing Legal Education Credits – Mr. Chaplin conveyed that he has been working with attorney Alan Rosenthal regarding the legal services contact list we are required to supply complainants. Mr. Rosenthal suggested hosting a conference for attorneys who would be listed, affording an opportunity for them to earn continuing legal education credits.

- d. CRB outside contracts update – Mr. Chaplin explained that the process for the investigator and medical consultant has to be repeated starting with securing quotes from three vendors for each. The investigator changed the name of his company, so his portfolio has to be updated. Ms. Horan asked why the process has to be repeated each year and we were never able to use the medical consultant. She plans to contact her representatives, Chad Ryan, 2nd District Common Councilor 2nd District and Christopher J. Ryan, 8th District County Legislator to get a better understanding of the process.
- e. Board mayoral vacancy – Mr. Chaplin indicated that there is no change in filling the mayoral vacancy and he has spoken to Councilor Steven Thompson about the Common Council filling the vacancy. He has informed the At-Large Councilors that Ms. Leah Moser has resigned.
- f. Three Quarterly Reports – Mr. Chaplin proposed combining the first, second and third quarterly reports.
- g. Miscellaneous Updates
- Public Safety Building – The CRB Brochure is available at the Public Safety Building
 - Onondaga County Officials – Mr. Chaplin met with Sheriff Eugene Conway and will meet the undersheriff at a later date
 - Has been added to the listserves for TNT and FOCUS
 - Met with new SPD officers to explain the CRB process; will meet Justice Center recruits and attend SPD in service
- h. Monthly Financial Report – Mr. Chaplin shared the detailed breakdown of expenditures for the year to date. Questions arose regarding outside counsel expenses. Ms. Horan asked to see the invoices and to speak to Harry Williams. According to the New York State Open Meetings Law, the way funds were moved in the budget to cover the administrator’s new salary is not correct. “It is important to point out that a public body can never vote to appropriate public monies during a closed session. Therefore, although most public bodies may vote during a properly convened executive session, any vote to appropriate public monies must be taken in public” – from *Your Right to Know* published by the New York Department of State Committee On Open Government. Ms. Horan asked if it has to be null and voided. Mr. Levine speculated that since the Board was not aware of the law at the time and will not do it again and unless someone from the public complains, the changes can stand.
- i. August case statistics – Mr. Chaplin reported that seven new cases were received in August. He stated the total received in 2016 is 72 and that 11 cases will be reviewed during Executive Session. Mr. Christiana asked that there be an indication of the number of open cases.

- j. Status of Lawsuit – Ms. Kutz asked why the City is appealing. The answer given was to see if the Appellate Division agrees with the Supreme Court ruling.

4. Committees

- a. Police Relations Committee – Ms. Kutz stated that they are off to a good start, that everyone is open to listening to each other and SPD is comfortable training the CRB and will review the use of force policy. The next meeting has not been planned, but they will get in the habit of doing so at future meetings. At another point in the meeting, Mr. Barrette shared that he and Mr. Chaplin had a meeting with PBA President Jeff Piedmont and their attorney Rocco DePerno seeking SPD and officer engagement in the CRB process. The PBA does not have a clear understanding of the new ordinance in that “Complainants shall be apprised of legal assistance options and the procedure for filing a Notice of Claim with Corporation Counsel against the City pursuant to the General Municipal Law.” Messrs. Piedmont and DePerno feel that former administration Joseph Lipari abused his authority when he was simply following the ordinance.
- b. Ad-hoc Committee on mediation process – No report.
- c. Community Outreach and Public Education – Mses. Holmes and Turner informed that the first committee meeting took place August 22 at Dunkin’ Donuts, 1001 West Genesee Street with one person from the public present. The next meeting will be Tuesday, September 13, 6:00 on the 17th Floor of Tower Two of Brighton Towers Apartments. They will invite the Common Councilor and County Legislator(s) for the location of each meeting. They also shared that the CRB took part in the Project X Nonviolence CommUNITY & COPS event Sunday, August 28, 2016, at the Thornden Park Amphitheatre by having information – brochures, complaint packets (complaint form, HIPAA form, Legal Assistance Addresses, Notice of Claim form) and magnetic information cards – available and interacting with the public and police. They showed the name badges that were made for Board members to wear while attending outreach events. The cards are similar to City of Syracuse business cards except they have the Board member’s name and by whom they were appointed (District/At-Large Councilors or Mayor Stephanie Miner).
- d. Board Development and Training – Ms. Turner joined this committee to replace Ms. Leah Moser who resigned from the CRB. Planning will begin with choosing a date for the training.
- e. Board Candidate Recruitment – Ms. Turner indicated that she contacted the Gifford Foundation regarding their Nourishing Tomorrow’s Leaders program. NTL is designed and coordinated by the Gifford Foundation, in partnership with the Central New York Community Foundation, Leadership Greater Syracuse, the Human Services Leadership Council and City of Syracuse residents to expand inclusiveness and diversity on non-profit boards; increase and enhance the pool of effective board members and new leaders; educate and inspire those who participate and provide quality training to individuals in the community. The 26 graduates represent diversity

of thought and background through a mix of race and ethnicity, physical ability, age, economic class and geography. Since its inception in the fall of 2014, the NTL program has graduated 78 community leaders and connected them with over 30 local boards. The CRB gained two Board members through this program. Ms. Turner also shared that she has spoken to the Mayor regarding her replacement when her term ends in December. Ms. Kutz conveyed that she has spoken to Ms. Moser for suggestions for her replacement.

f. Government Relations – Will begin meeting in the near future.

5. New Business

Ms. Turner suggested in seeking supplemental grant funding the CRB use the Central Library's Foundation Directory Online to find information on more than 98,000 US foundations.

6. Public Comment (6:30 pm)

Mr. Mikiel Anderson asked questions or made statements about Chief Fowler's progress in reviewing the Policy and Training recommendations from the 2012 to 2015 CRB Annual Reports; improving relationships; community outreach events on the website and the 100 Black Men of Syracuse's Winston Gaskin Community Walk for Wellness & Stroke Prevention September 17, 2016.

7. Meeting continued in Executive Session.

During the Executive Session, the Board voted on the following cases to determine whether to forward the case to a CRB hearing:

16-047	No Hearing
16-049	Hearing
16-050	Hearing
16-051	No Hearing
16-053	No Hearing
16-057	Hearing
16-065	No Hearing

On motion duly made, seconded and unanimously adopted, the Board adjourned its meeting.

Respectfully submitted,

Betty L. Pearson
Typist II, Citizen Review Board