

**City of Syracuse
 Citizen Review Board
 Meeting Minutes
 Thursday, February 2, 2017
 5:30 PM to 7:30 PM
 Common Council Chambers
 Public Comment - 20 minutes at 6:30 PM**

<u>Name</u>	<u>P</u>	<u>A</u>	<u>Name</u>	<u>P</u>	<u>A</u>	<u>Name</u>	<u>P</u>	<u>A</u>
Carter, Mae	X		Ryans, Clifford	X				
Duncan, Caleb	X		Turner, V. Diane	X				
Holmes, Hatisha	X		Pearson, Betty L.	X				
Kutz, Ruth	X							
Levine, Louis	X							
Livingston, Mallory	X							

On Thursday, February 2, 2017, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Ms. Livingston, 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 Ms. Kutz, seconded by Mr. Ryans and adopted, the Board approved the Minutes of the December 1, 2016, Board meeting.
2. On motion duly made by Ms. Turner, seconded by Mr. Ryans and adopted, the Board approved the Minutes of the January 5, 2017, Board meeting.
3. Chairman’s Items
 - a. Welcome Mae Carter – Mayoral appointee – Ms. Livingston introduced and welcomed Ms. Mae Carter as the newest CRB member, replacing Mr. Joseph Masella as a Mayoral appointee. City Clerk John Copanas swore Ms. Carter in before the meeting.
 - b. Activity and Status Report – Ms. Livingston reported that she has been working in the CRB office on the active cases. There are 51 open cases – 36 from 2016 and 15 received in January. Twelve have been assigned to Board members with eight more needing interviews with the complainant.
 - c. Report on Common Council Meeting – On Tuesday, January 30, Board members met with the Common Council to discuss current events and future needs of the CRB. The proposed changes to the ordinance drawn up a couple of years ago will be revisited to see if any can be implemented.

- d. Report on Litigation – Ms. Livingston stated that oral arguments took place Wednesday, January 11, 2017 in the Appellate Court in Rochester and that the decision could be posted online as soon as Friday, February 3, 2017 on the New York State Supreme Court Appellate Division Fourth Judicial Department’s website.
 - e. Board Vacancies – One appointment has to be made by Mayor Stephanie Miner and one each by Councilors Joseph Carni (1st District) and Chad Ryan (2nd District).
 - f. Monthly Financial Report – Ms. Livingston shared the detailed breakdown of expenditures for the year to date.
 - g. Preparation of 2017-18 Budget – Ms. Kutz shared the proposed 2017-18 budget that was due in the Budget office January 30. It is expected that changes will be made before it is finalized.
 - h. January case statistics – Ms. Livingston reported that 15 new cases were received in January. She stated the total received in 2017 is 15 and that six cases will be reviewed during Executive Session. There are 29 open cases from 2016. Twelve cases have been assigned to Board members to investigate.
 - i. Annual Report – The preliminary formation of the 2016 Annual Report was briefly discussed.
4. Committees
- a. Administrator Search Committee – Mr. Levine presented at the ad that will be posted on the NACOLE (National Association for Civilian Oversight of Law Enforcement) website. On motion made by Mr. Duncan, seconded by Ms. Turner and adopted, the Board approved the placement of the ad on NACOLE’s website. The position will also be posted on Idealist.com and LinkedIn.
 - b. Community Outreach & Public Education Committee – Ms. Holmes shared that the CRB regular Board meeting dates and the Community Outreach & Public Education Committee meetings dates were sent to over 180 churches, community centers and agencies around the city. The first meeting was Wednesday, January 25 at Betts library for the 3rd District and was attended by Councilor Susan Boyle. The second meeting is Tuesday, February 21 at Beauchamp library for the 4th District. The Committee will pursue outreach in the schools and team up with Ms. Linda Brown Robinson and the Youth Advisory Council.
 - c. Board Developments and Training – Ms. Turner reported that plans for the annual training day are in the works to be implemented to include the new administrator and Board members. Mr. Duncan proposed that in the meantime the committees are revamped with the responsibilities clarified.

d. Government Relations – No report

e. Police Liaison – No report

5. New Business

Ms. Livingston proposed assigning Board members to read past minutes to find resolutions so they can all be put together.

6. Public Comment (6:30 pm)

Mr. Mustafa Robinson shared his experience at the oral arguments in the Appellate Court in Rochester and expressed concern with the budget and finances.

Mr. Mikiel Anderson asked questions or made statements about the election of the chair and vice chair in November; posting the Administrator position; the annual report; publicizing Board vacancies to local organizations and accounting for time.

Mr. Adam King greeted the Board.

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:

16-082	No Hearing
16-084	Hearing
16-091	Hearing
16-093	No Hearing
16-098	No Hearing
16-104	No Hearing
16-105	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