



## **Citizen Review Board Meeting Minutes**

**Tuesday, December 21, 2021**

**4:00 PM**

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**1) Call to Order**

The meeting was called to order at 4:05 pm.

**2) Roll Call of Members**

Members present: Tiffany Hunt (Chair), Becky Guzman, Lee Nathans

Members absent: Glenn Soden

Others in attendance: Elizabeth Ellman, Mayor Ben Kessler

**3) Approval of Minutes**

A) Minutes from the October 19, 2021 Meeting

Motion to approve the October 19, 2021 minutes made by Lee Nathans, seconded by Becky Guzman. All in favor.

**4) Presentations/Special Guests**

A) Chief of Police Search Update

Mayor Kessler gave an overview of the current plans and timeline to find a new Chief of Police, including identifying a search firm, creating steering/advisory and interview committees, and community forums.

There was discussion among CRB members and Mayor Kessler about including a representative of the CRB in the steering/advisory committee.

Mayor Kessler shared qualities he is looking for in a Chief, discussed feedback from officers, and explained he has not yet filled the empty seat on the CRB.

**5) Public Comments**

**6) Unfinished Business**

A) Meeting Cadence

There was discussion about a quarterly meeting due to the lack of cases brought before the CRB, with the option to meet more frequently should there be a need. The next meeting will be held on March 15, 2022. Motion made by Lee Nathans, seconded by Becky Guzman.

B) CRB Model Examples

Members discussed handling cases from years back, a form on which to file a complaint being available on the City's website, a timeline for filing an appeal, the process the CRB will follow to investigate an appeal, and a visual representation to show the CRB's process. There was mention of a potential of a new complaint concierge.

- i) [Citizen Advisory Boards in Contemporary Practice: A Practical Approach in Policing](#)
- ii) [Local Government Citizen Advisory Boards](#)
- iii) [Citizens Review Board Stakeholder Process](#) (see page 25)
- iv) [Citizens Review Board -- Police Complaint Process](#)

**7) New Business**

There was discussion of Covid protocols, a quorum, and the CRB in the City's Charter.

**8) Adjourn**

Motion to adjourn made by Lee Nathans, seconded by Becky Guzman.