

**Regular Board Meeting  
Police Accountability Board  
June 6, 2024 at 6:30 PM**

245 E. Main Street, Rochester, NY  
Livestreamed on Facebook (facebook.com/rocpab) & YouTube  
(youtube.com/rochesterpab) & Twitter

**Amendment made on page 6 on July 18<sup>th</sup> Board meeting**

**Attendees**

Board Members: Lawrence Knox (Chair), Arlene Brown (Vice Chair), Rabbi Drorah Setel, Rev. Keith Patterson, Yvonne Wilson, William Clark

Absent/Excused: Mary E. Wambach, Daniel Cadet

Staff: Sherry Walker-Cowart, Interim Executive Director, De'Jon Hall, Director of Policy and Oversight, Sara Jenks, Oversight Manager, Victoria Harmon, Secretary to the PAB

ASL Interpreters: Heather Feinman and Jim Brown

Item	Details	Vote	Time
<b>Start of Meeting</b>	<p><u>Welcome &amp; Introductions:</u> Chair Knox called the meeting to order and requested self-introductions. Board members and the Interim Executive Director introduced themselves. The Secretary to the PAB was recognized by the Interim Executive Director for her successful completion of one year in her position.</p>		6:36 PM
<b>Approval of Prior Minutes</b>	<p><u>Minutes:</u> May 2. Motion to approve the minutes made by A. Brown, with a second by W. Clark. Motion carried.</p>	Unanimous	6:37 PM
<b>Staff Report</b>	<ul style="list-style-type: none"> <li>• The budget hearing was held on May 30<sup>th</sup>, with the PAB leadership team in attendance to address questions the Council had.</li> <li>• The Council asked two questions. One question was regarding the list of events that the PAB participated in during 2024. The team sent a follow up response indicating participation in over 150 events.</li> <li>• The second question was about the current vacant positions in the PAB. The team responded with a list of vacancies, including the Webmaster and Language Access Coordinator. Interviews will be conducted for these positions later in the month.</li> </ul>		6:38 PM

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	<ul style="list-style-type: none"> <li>• The operations team is in the process of establishing a new role that combines operations and training responsibilities to support the Director of Operations.</li> <li>• There are two Community Engagement Specialist positions open for applications.</li> <li>• Additionally, the positions of Staff Attorney and Director of Investigations are still vacant. These attorney positions were posted for a month but had no applicants. They are being reposted.</li> <li>• W. Clark emphasized the need to involve the board in the process of reviewing the budget before it goes to the Council.</li> <li>• The Chair stated he received inputs the board had about the budget and shared them with interim executive director. However, they will work on a more formalized process that includes all board members for the next year.</li> </ul> <p><u>Case Management:</u></p> <ul style="list-style-type: none"> <li>• The Case Management division received five reports and has closed 14 cases this month.</li> <li>• A process is being implemented to capture survey information for feedback on our report submission process.</li> <li>• A new Case Manager has been hired, and the selected candidate is scheduled to start on June 17th.</li> </ul> <p><u>Investigations:</u></p> <ul style="list-style-type: none"> <li>• The Investigations division is close to completing the revision to the investigations manual.</li> <li>• The goal is to present the updated comprehensive manual to the board for approval in July.</li> <li>• Seven cases were closed this month and sent to the police chief.</li> </ul>		
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	<p><u>Public Affairs:</u></p> <ul style="list-style-type: none"><li>• The Public Affairs division is currently developing a summer campaign for 2024. It includes bus advertisements, billboards, and radio advertisements. The possibility of television advertisement is also being explored.</li><li>• A communication plan is being developed for the Right-to-Know draft proposal to gather community support and increase community awareness.</li><li>• The department has been actively engaged in outreach and training activities. We partnered with the Public Defender’s office to conduct a “Know Your Right” training session at the Father Tracy Advocacy Center.</li><li>• PAB was present at the Stop Gun Violence event at Parcel Five and the 19<sup>th</sup> Ward Square Fair.</li></ul> <p><u>Operations:</u></p> <ul style="list-style-type: none"><li>• The Operations division continues to develop a new role that combines operations and training responsibilities to support the Director of Operations.</li><li>• We are still working with the real estate department to find a new office space for the PAB.</li></ul> <p><u>Policy and Oversight:</u></p> <ul style="list-style-type: none"><li>• The Policy and Oversight division report presented in new business.</li></ul>		
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# MINUTES

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<p><b>Chair's Report</b></p>	<p><u>Chair's Report:</u></p> <ul style="list-style-type: none"> <li>• The Chair provided an update on the search for an executive director. A recommendation has been made, and the chosen candidate is going through the necessary City HR process. The City Council approval process will be the next step. An announcement will be made later this month.</li> <li>• The Chair expressed gratitude on behalf of the board to the Interim Executive Director for her commitment and dedication to the PAB, acknowledging the significant progress made during her tenure.</li> <li>• The tenure of the board chair and vice-chair will be coming to an end this month, and the positions will be open for election in July. The Chair expressed his intention to run for re-election, while the vice-chair announced her decision not to run again. The Chair expressed gratitude on behalf of the board to Arlene for her tenure as vice president.</li> <li>• The board expressed concerns about how the unnecessary relocation to a new office space could potentially disrupt PAB's operations amidst a transition to new leadership.</li> <li>• The Chair emphasized that the newly identified office space does not offer the same level of public accessibility and visibility as our current space. Additionally, logistical aspects such as parking and high traffic were also noted as a potential issue with the new location.</li> <li>• A motion was made by D. Setel to record the board's agreement not to have a disruptive move through the end of the year. The motion was seconded by Y. Wilson. Motion moved.</li> <li>• The PAB, in partnership with the Albany Police Accountability Board and New City Police Accountably Board have been accepted into the</li> </ul>	<p>Unanimous</p>	<p>6:50 PM</p> <p>6:59 PM</p>
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<p><b>Committee Reports</b></p>	<p>NACOLE conference to present a workshop about police and civilian oversight of law enforcement and New York State.</p> <ul style="list-style-type: none"> <li>• The Chair expressed his gratitude to PAB staff for taking the initiative to organize the workshop and gave special recognition to Ian Benz for his leadership, and dedication in overseeing various aspects of the initiative.</li> </ul> <p><u>Committee Reports:</u></p> <p><u>Training Committee:</u> The agency is still working on hiring a training director dedicated to training the staff and board members.</p> <p><u>Search Committee:</u> Discussed in the Chair’s report.</p>		<p>7:07 PM</p>
<p><b>Old Business</b></p>	<p><u>Old Business:</u> No report</p>		<p>7:07PM</p>
<p><b>New Business</b></p>	<p><u>New Business:</u></p> <ul style="list-style-type: none"> <li>• The board was presented with the oversight report titled Policing Protests: A Proposal for Change by the Policy and Oversight division for review and voting.             <ul style="list-style-type: none"> <li>○ There were discussions on the process of public input and recommendations for changes to the protest policies.</li> <li>○ The discussion also touched on RPD Community Engagement Assessment. The board raised concerns over the RPD partnering with National Public Safety Partnership to establish a Chief’s Advisory Council to review and assess RPD policy, instead of actively working with PAB, which was specifically established to serve this purpose.</li> </ul> </li> </ul>		<p>7:08 PM</p>

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<p><b>Executive Session</b></p>	<ul style="list-style-type: none"> <li>○ The final draft incorporated the board’s feedback and recommends RPD have ASL translators on site at mass gathering to communicate with the crowd.</li> <li>○ There was a discussion about inter-governmental agreements/MOUs between law enforcement agencies with concurrent jurisdiction to decide on what policies should be followed during mass gatherings within City limits.</li> <li>○ After thorough deliberation, a motion was made by A. Brown to accept the proposal for change for policing protest as is, with a second by W. Clark. Motion moved.</li> <li>● The board was also presented with the findings of an investigation titled RPD Discipline and Oversight Investigation by the Policy and Oversight division for voting.             <ul style="list-style-type: none"> <li>○ The report highlighted the impact of the court ruling on PAB discipline power and the discrepancies in the RPD discipline system, particularly focusing on the Professional Standard Section (PSS manual) and command discipline processes.</li> <li>○ The Board wants to know who negotiates on behalf of the City with the Locust Club on the Collective Bargaining agreement.</li> <li>○ After thorough deliberation, a motion was made by D. Setel to accept the RPD Discipline and oversight investigation as is, with a second by K. Patterson.</li> </ul> </li> </ul>	<p>Unanimous</p>	<p>7:28 PM</p>
	<p><b>ADJOURN TO EXECUTIVE SESSION</b> – Motion made by L. Knox with a second by D. Setel to adjourn to executive session.</p>	<p>Unanimous</p>	<p>8:19 PM</p>
	<p>During the executive session, no votes and actions were taken.</p> <p><b>End of meeting</b></p>	<p>Unanimous</p>	<p>8:20 PM</p>

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	<b>NEXT BOARD MEETING: July 11, 2024</b>		
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