

ATLANTA CITIZEN REVIEW BOARD

OFFICIAL MINUTES*

MEETING: October 9, 2008; 6:30 PM PLACE: 55 TRINITY AVENUE, SW
ROOM #2
ATLANTA, GA 30303

IN ATTENDANCE: BOARD MEMBERS: SHARESE SHIELDS (SS); RODERICK EDMOND (RE); JOY MORRISSEY (JM); OWEN MONTAGUE (OM); LASHAWN HOFFMAN (LH); J.L. BOOKER (JB); KATHY CRAWFORD (KC); JOHN M. MICHAEL (JMM); CHARIS JOHNSON (CJ); OWEN MONTAGUE (OM); EXECUTIVE DIRECTOR: CHRISTINA BEAMUD (CB);

ABSENT: SETH KIRSCHENBAUM (SK); HEATHER FATZINGER (HF);

CALLED TO ORDER: 6:31 PM CHAIRPERSON SHARESE SHIELDS

ADDITIONAL ATTENDEES: William Castings (WC)- Atlanta Legal Department; Ludmia Lamothe (LL);

APPROVAL OF MINUTES

1) KC moved with amendments; CJ 2nd; approved- unanimous

NEW BUSINESS

1) NOTEBOOKS

- a. SS discussion of assigned Panels for Screening; noted that members are only responsible for complaints assigned to their respective panels; recommended that all members familiarize themselves with all complaints;
- b. CB- Gave overview of the complaints;
 - i. Screening- noted memo prepared in the notebook generated from the Rules & Procedures; noted Screening Panel Worksheet;
 - ii. SS noted that turn around time needs to be address regarding screening complaints; suggested panels agree on when they will meet;
 - iii. OM noted that with WebEx can support conference calls for panel meetings;
 - iv. REE recommended dealing with the 7 complaints that have been filed prior to having Ethics Training during a meeting;
 - v. JMM recommended panels meeting in person for screenings;
 - vi. JM agreed that in person meetings should be done initially, but technology should be used ultimately for conference meetings;
 - vii. CJ recommended dealing with Mr. Duncan's complaint first;

- viii. CB stated that she could prepare memos from the panel reports that can be disseminated prior to meetings;
- ix. OM noted that members should not micromanage panel recommendations;
- x. JB noted that all members should give attention to all cases when presented at meetings;
- xi. JM noted that, if officer at issue(s) are still employed outside of the 180 day statute within which a claim must be filed with the Board, the board should monitor that officers performance via open records requests or other available means;

OLD BUSINESS

1) 2008 BUDGET

- a. CB noted that she had a contact with finance (Sterling Thomas) who has given information regarding questions from prior budget report; this information is in the form of a memo; charges related to the vehicles and Thompson West were Police Department charges and should not have been listed in the CRB expenditures; noted that no money can be returned to this (2009) fiscal year; JMM suggested trying to get that money in the next budget; SS noted that the 2008 money is gone and that the Board is no longer under the Police Department cost center and that the Board has its own cost center;

2) ETHICS TRAINING

- a. SS- noted that the training will be at the next meeting and condensed to an hour;
- b. KC inquired about whether the training will go first or after the Board business;
- c. SS noted that the Ethics training will probably be done first, followed by Board regular business;
- d. LH noted that Ms. Looney, Ethics Director, was correct that he had not attended any training done by her but that he had attended Ethics training for NPU 3 years prior;

3) NEW MEMBER APPOINTMENT

- a. SS noted that confirmation will be done by the Public Safety Committee on October 14, 2008;

NEW BUSINESS

1) EXECUTIVE DIRECTORS REPORT

- a. CB Hiring staff; noted that she is inclined to try to hire people who have worked for the City and who have been laid off;
- b. Noted that the IaPro Program should be up in the near future; OM explained the process of initiating the program; LH asked if we had purchase IaPro; CB noted that the requisition had gone in; LB asked for a copy of the approved budget for 2009; SS & OM clarified purchases of computers vs. server; server is to be purchased from an approved vendor;

RE asked that 1 of the computers be used as a server until we get the actual server hardware; SS noted that we need to find out if all invoices issued in the last fiscal year will come out of last year's budget; CB noted that the rule is that the items must be invoiced and delivered in order to come out of the former budget; LH inquired about cost centers and line items in regards to these invoiced but not delivered items; SS noted that we would quiet this issue once all information about the budget is obtained;

- c. RFP for Branding; OM gave report; noted that 6 companies have responded and an RFP has been sent to the 6 who have been pre-qualified; Oct. 31, 2008 is the deadline; LH asked about the process of approving the work; OM noted that there would be a recommendation and that the Board would be asked to vote on the recommendation at a meeting, probably in December 2008;
- d. JMM asked about the process of identifying the assistant to the ED;
- e. LH asked about memo by Commissioner Ransom dealing with City workers getting laid off; noted that he would forward the memo to the Executive Director;
- f. CB noted that she had reached out to a number of academicians and academic institutions regarding police oversight; referred all to her memo; noted that she was open to recommendation from the Board regarding other resources and that she was trying to get a law student intern;
- g. JMM asked whether malfeasance or non-compliance by officers are situations that the Board will deal with; CB responded that those types of situations are not within the Board's jurisdiction;

2) REPORT OF COMMITTEE

a. RULES AND PROCEDURS- CJ

- i. CJ noted discussions regarding dissemination of Rules and Policies and Procedures to police unions and the like; noted that information would be made available once approved by the Board;

b. PUBLIC AWARENESS-OM

- i. Noted that he and CB have been working on all met with CB this Tuesday to explain the WebEx and RFP for graphics and website. Will meet again next week;

PUBLIC COMMENTS

- 1) None

OTHER ISSUES

- 1) JB asked about the hiring of an investigator; SS noted that the priority is to get the Executive Assistant hired; CB agreed that the process of hiring an investigator should proceed immediately;