MINUTES

Citizens Police Review Board Special Meeting

February 2, 2013 8:30 a.m. City Hall – New Addition Conference Room 1A 701 East Broadway Columbia, Missouri

Board members present: Dr. Martin, Dr. Alexander, Mr. Dean, Mr. Dowis, Mr. Hargrove, Mr. Jacob, Mr. Sheltmire and Ms. Wilson.

Board member absent: Dr. Kennett.

Staff present: Rose Wibbenmeyer.

A member of the public was present.

A special meeting of the Citizens Police Review Board was held on Saturday, February 2, 2013 at 8:30 a.m. in Conference Room 1A. Dr. Martin, Chair, opened the meeting at 8:32 a.m.

The Board discussed the following:

- Citizen's Police Review Board 2012 Annual Report.
- Review or audit of complaints at the Police Department.
- The Board's bylaws.
- The Board expanding its use of closed sessions.
- Outreach to complainants.
- Future training opportunities.

Mr. Sheltmire made a motion for the Board to approve the 2012 Annual Report of the Citizen's Police Review Board that had complainant's names removed. The motion was seconded by Mr. Dean. The Board unanimously passed the motion.

Mr. Dowis made a motion for the Board to recommend that the Chief of Police provide the Board with the information listed below and obtain information by electronic means, and by way of access to the records in the Department's computer and physical files:

1. Any and all "complaints" as defined by Sec. 21-45, and filed in accordance to Sec. 21-51, within one (1) week of receipt.

- 2. Any and all written statements in which the Police Department determines the statements were not filed as a complaint in accordance with Secs. 21-45 or 21-51, whether or not the Police Department labels it a concern or does not believe it is a complaint within the definition of Chapter 21, within one (1) week of receipt.
- 3. Any and all correspondence from the Police Department to complainant which informs the complainant of a final determination of the individual's complaint within one (1) week of the date sent.
- 4. Any and all correspondence from the Police Department that informs a person or groups of persons that a written statement was determined not to have been filed in accordance with Secs. 21-45 or 21-51 within one (1) week of the date sent.

The motion was seconded by Ms. Wilson. The Board unanimously passed the motion.

Ms. Wilson made a motion for the Outreach Subcommittee to work with Ms. Wibbenmeyer on developing an insert for concern and complaint letters. The motion was seconded by Dr. Alexander. The Board unanimously passed the motion.

Mr. Sheltmire made a motion for the Board to pursue opportunities for two (2) or more Board members to meet with the recruits for twenty minutes. This motion was seconded by Mr. Jacob and passed unanimously by the Board.

Dr. Alexander moved to adjourn the meeting. Mr. Sheltmire seconded the motion. The motion passed by a majority and the meeting adjourned at 11:52 a.m.