



# CITIZEN REVIEW COMMITTEE MEETING

*Community Oversight of Portland Police Bureau*

City of Portland / City Auditor  
Independent Police Review (IPR)  
Citizen Review Committee (CRC)

## Minutes

Date: Wednesday, April 1, 2015 (meetings are typically held the first Wednesday of each month)

Time: 5:30 pm \* *Please Note: agenda times are approximate*

Location: **Room C, Portland Building**, 1120 SW 5th Ave. Portland OR 97204

Present: Mae Wilson, Bridget Donegan, Kiosha Ford, Kristin Malone, Julie Falk, Julie Ramos, David Green, Angelo Turner, Vanessa Yarie, Dave Famous, Derek Rodriguez, Brian Willms, Carol Cushman, Dan Handelman, Regina Hannon, Debbie Aiona, Carol Cushman, Barbara Ross, Laura Vanderlyn, Trudy Cooper

Absent: Roberto Rivera, Jim Young

## AGENDA

5:30 pm—5:40 pm Introductions and Welcome (CRC Chair Mae Wilson)  
Approval of March, 2015 Meeting Minutes

- Ms. Ramos asked the timestamp be changed to reflect the correct timing

5:40 pm—6:00 pm **Special Presentation:** Portland Police Sunshine Division (Brian Willms)

- 12-member staff including one Portland police officer
- Operating a completely free of charge food bank to support more than 15 other agencies. The organization also operates a food pantry where family can stop by and pickup food directly
- The organization have 15,000 food boxes at various locations in Portland metro area including all PPB Precincts and Washington County Sherriff office
- The organization also operates a clothing closet
- Izzy's Kids program provide school clothing for kids in need. Sunshine Division coordinated with Portland Police to have an officer paired up with a kid to help them pick out clothing

6:00 pm—6:15 pm Director's Report (IPR Director Constantin Severe)

- Thanked the CRC for their work on the Committee
- Director Severe was at an officer involved shooting on March 23
- On May 13 at 2 pm, Director Severe will present the proposed changes to the case file review process and timeline to City Council. There will be a community engagement meeting on the proposed code changes on April 21
- IPR Outreach Coordinator Irene Konev attended and networked at Coffee and Issues Networking event at Oregon Association for Minority Entrepreneurs, East Precinct Involved Citizens meeting, and at Women's History Month Kick off Breakfast at City Hall
- CRC member Julie Ramos attended and gave updates on IPR and CRC at the Community and Police Relations Committee and attended Race Talks at Roosevelt High School. She also attended the March COAB meeting
- IPR Director Constantin Severe met with the director of National Alliance on Mental Illness Multnomah, and has a meeting scheduled with key community leaders throughout April to engage community in the upcoming CRC City Code changes. Severe also attended the COAB meeting
- Ms. Donegan asked Director Severe if he would like CRC members to attend the community engagement meeting?
  - This is a meeting to gather community feedback regarding the code changes and it would be great if CRC members can show up

- Ms. Falk asked Director Severe if there's a comprehensive calendar that listed all of police oversight community meeting in the City?
  - There's a City general calendar with all of the city's events but there are a lot of community advocacy groups out there that are not affiliated with the City, therefore, their meetings are not published on the City's calendar
- Chair Wilson suggested the Outreach Workgroup looking into create a calendar of these kind of meetings
- Mr. Handelman made a comment that it would be good if CRC meeting dates are listed under the DOJ tab on the Police Bureau's website

**6:15 pm—6:30 pm Chair's Report (CRC Chair Mae Wilson)**

- CRC had a productive retreat on March 28. The Committee decided to close Recruitment, Retention, and Promotion workgroup
- Outreach workgroup: Angelo Turner, David Green, Julie Ramos, and Mae Wilson
  - Mr. Turner volunteered to be the Chair of this workgroup
  - Ms. Ramos suggested that Mr. Green should be the Chair of this workgroup since he is a more senior member
- New Directive workgroup will be reviewing new Directives that are up for public comments. The group Chair is Bridget Donegan
  - Captain Famous made a comment that there are currently new Directives up for review
- The Standard of Review workgroup members are Kiosha Ford, Julie Falk, and Kristin Malone.
- Recurring Audit workgroup new member is Vanessa Yarie
  - Chair Wilson volunteered to be the Chair for this workgroup
  - Ms. Yarie suggested that Mr. Young be the Chair of this workgroup
- Chair Wilson asked Director Severe if it is a standard to have an IPR staff in every workgroup?
  - Traditionally an IPR staff is assigned to a workgroup to assist with gathering materials but is not required
  - Ms. Malone and Ms. Falk would like IPR staff to be assigned to Standard of Review workgroup
  - Director Severe volunteered to be the IPR staff member for this workgroup
- Chair Wilson thanked Captain Famous for his service to the Committee. Captain Famous will retire from the Bureau in May. Captain Rodriguez will take over
  - Captain Famous will be training Captain Rodriguez for 6 weeks beginning tomorrow
  - Captain Rodriguez provided some highlights of his background:
    - 28 years in law enforcement
    - Worked in IA as an investigator
    - Worked in Drug and Vice Division as a Lieutenant
    - Worked in the Chief office as a Lieutenant
    - He is currently in charge of Personnel Division

**6:30 pm—6:45 pm New Business**

- 1) Upcoming appeal 2014-C-0107/2015-X-0001
  - The appeal is set for May 6 at 5:30 PM
  - CRC will receive a case file CD via certified mail from IA
  - Ms. Donegan asked Director Severe if CRC would like to pick it up where do they go?
    - People would like to pick up the CD can come pick it up from IPR office
  - Mr. Green asked Director Severe if the new code changes will affect this case?
    - No, If the code changes are confirmed by City Council, we will use the new format at the next appeal
  - Chair Wilson asked Director Severe if CRC member still need to write the case file summary?
    - It is up to CRC as a Committee to decide
  - Mr. Green encouraged new Committee member to give it a try since it is a good way to really get to know the case
  - Chair Wilson asked if any CRC member would be willing to take on this task?
    - Ms. Yarie volunteered to write the case file summary
  - Ms. Ramos asked Chair Wilson if there's a framework to help a person go through the case?

- There's a case file review worksheet that help people walkthrough the case as well as other case file summary that can be used as an example
- Ms. Donegan explained that the case file summary is a good way for the members of the public to get to know the substance of the case

6:45 pm—7:00 pm Workgroup Updates: Please provide the following information —

- 1) Brief summary of the goals and objectives of your workgroup
- 2) Date of last meeting
- 3) Brief summary of the work done at your last meeting
- 4) Next scheduled meeting
- 5) Main topic to be discussed/addressed at the next meeting
- 6) Any assistance from IPR or CRC needed to achieve your goals

## ACTIVE WORKGROUPS

### 1. Outreach Workgroup (5 min.)

**MISSION STATEMENT:** The Outreach Workgroup engages the community to raise awareness about the Citizen Review Committee (CRC), gather concerns about police services and accountability, and identify issues for the CRC to address.

Chair: Vacant/ Members: Mae Wilson, and Bridget Donegan  
IPR staff: Irene Konev, Community Outreach Coordinator

- The workgroup will meet next month

### 2. Recruitment, Retention and Promotion (Portland Police Bureau) (5 min.)

**MISSION STATEMENT:** The Recruitment, Retention and Promotion Workgroup examines existing policies and practices of the Portland Police Bureau in recruiting, retaining and promoting its members, and formulates policy recommendations where needed.

Chair: Vacant/ Members: James Young  
IPR staff: Anika Bent-Albert, Assistant Director

- Chair Wilson decided to close this workgroup

### 3. Recurring Audit (5 min.)

**MISSION STATEMENT:** The Recurring Audit Workgroup seeks to improve accountability of IPR and the Portland Police Bureau by reviewing closed cases to ensure procedures, policies and protocols are followed and will recommend improvements, if necessary.

Chair: Vacant / Members:  
IPR staff: Derek Reinke, Senior Management Analyst

- New workgroup member will work with IPR staff to gather material

### 4. Use of Deadly Force Workgroup (5 min.)

**MISSION STATEMENT:** The Use of Deadly Force Workgroup examines Portland Police Bureau use of deadly force policies, directives, training and implementation in order to recommend and support any needed change in Portland Police Bureau use of deadly force.

Chair: David Denecke / Members: James Young, and David Green  
IPR Staff: Derek Reinke, Senior Management Analyst

- Met with staff from Training division a month and half ago and the workgroup is planning to meet with Chief O'dea in the end of April

7:00 pm—7:30 pm Public comment and wrap-up comments by CRC members

- Ms. Aiona's comments:
  - Thanked Director Severe for adding the independent investigation chart on the Director Report
  - She was wondering why was there no mention of public comments regarding their interaction with the police in the outreach section of the Director Report?
  - She was happy to hear that the Recurring Audit workgroup is back up running again
  - Regarding the code changes, she was concerned about the idea of having the case file review and appeal hearing on the same day. There's a reason why CRC separated the case file review and appeal in the past
- Ms. Ross comments:
  - She was happy to see the enthusiasm in the new Committee members
  - She encouraged the Outreach workgroup to report back on the feedback they received from the community
- Mr. Handelman's comments:
  - He was wondering where the Sunshine Division fits into the mission of the CRC?
  - He really encouraged CRC to look into the language of the code changes. It was postponed because the COAB have not look at it
  - He was happy to hear Captain Famous mentioned the directives that are up for review
  - He noticed the public feedback in the outreach section of the Director Report was on the Report for several months and then it was off four couple months and then it was back on again
  - He encouraged CRC to make changes in the Police Review Board while looking at the standard of review
  - Audit workgroup had put together a report on IPR dismissal cases 3 years ago and he was wondering if those cases even relevant to the current situation at IPR?
  - He expressed concerns that the current language in the code changes does not give CRC the power to request an additional investigation into the case if needed be
- Ms. Cooper asked Chair Wilson about the role of the Committee to address racial profiling within the Police Bureau?
  - This is something that we can work on in a workgroup format
- Mr. Green's comments:
  - Regarding Ms. Aiona's comments on the Recurring Audit workgroup, it might be good figure out a streamline process to go over the old cases. It is good to audit cases that bypass the Committee and see if the workgroup can come up with a different conclusion
  - Regarding Ms. Aiona's comment about the code changes. CRC can still vote to have an appeal hearing on the same day as the case file review or on a different day
- Director Severe confirmed that in the codes changes, CRC members still have to conduct a case file review and then CRC are required to vote as a body to go into an appeal hearing. If for some reasons there are many issues come up during the case file review, then the Committee can send the case back for additional investigation
  - The underlining reason why we are doing this is to comply with the DOJ settlement which required us to complete a case in 21 days. Currently a case takes 60 days to complete. There were two cases in 2014 that took over 160 days to complete
- Ms. Falk expressed some concerns to Director Severe about not completely understanding the codes changes. She does not have a sense that anyone on the Committee feel good about it. Do we still have time to make the changes?
  - Director Severe would be willing to meet one on one with CRC member about this. CRC is more than welcome to make recommendations on the changes. Director Severe would like the Committee to have a significant "buy-in" in to this because it involves the CRC. It is a big change and a significant shift from where we are. This is something that that we have to change
- Director Severe stated that he recognized Mr. Handelman concerns, but Mr. Handelman does not have an obligation to comply with the DOJ settlement. The changes need to happen now. The way it is being written right now by majority vote, CRC can request another hearing on a different date

- Ms. Falk asked Director Severe what would be the process of changing the code? Does CRC as a Committee have to vote to make the changes?
  - All changes will be sent to CRC and posted on IPR website for comments before going to City Council. CRC does not have to vote to approve the changes, however the Committee can vote to either support or not support the changes
- Ms. Donegan suggested that Mr. Young continue to follow up with Director Severe regarding the code changes since he has been involved with the whole process right at the beginning
- Chair Wilson suggested that CRC members talk to Mr. Young and Director Severe if they have any other questions or concerns

7:30 pm

Adjournment

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**A request for an interpreter or assisted listening device for the hearing impaired or for other accommodations for persons with disabilities should be made prior to the meeting—please call the IPR main line 823-0146 (or TYY 503-823-6868).**

Visit the website for more information regarding the Independent Police Review division, Citizen Review Committee, protocols, CRC meeting schedules, and approved minutes: [www.portlandoregon.gov/auditor/ipr](http://www.portlandoregon.gov/auditor/ipr).

**CRC Members:**

1. If you know you will not be able to attend a CRC meeting or that you will be missing a significant amount of a meeting, please call or e-mail IPR in advance so that the CRC Chair may be made aware of your expected absence.
2. After this meeting, please return your folder so IPR staff can use it for document distribution at the next CRC meeting.

***\*Note: agenda item(s) as well as the meeting date, time, or location may be subject to change.***