

A Police Advisory Board meeting was held on the above date live and via Zoom conference call, with the following members in attendance: Salahudin Bin-Yusif, Bishop Jeffery Broughton, Jelani Bryant, Jacqueline Burditt (via Zoom), John Carwell, Wanda Dean, Felicita “Emy” Diaz, Justin Faulkner, J. Michael Harpe, Jason Hunt, Joyce Kidd, Andy Nhan, Charles “Billy” Warrick and Yvette Santiago. The Middletown Police Chief Robert Kracyla and FOP Lodge #20 representative Brian McKinery were also in attendance.

The meeting was called to order at 7:30 p.m. by acting moderator Bin-Yusif. The executive board positions will be created at a later date. After a meet and greet time period from 7 to 7:30 p.m., the board convened to discuss the agenda.

Bin-Yusif said the board’s main goals for the evening were to edit and discuss some proposed mission statements and guidelines for the board to follow during its meetings.

With input from all of the members, the following guidelines have been suggested:

Guiding Principles :

(Mutual Respect – Integrity Character Accountability Respect Empathy – Consider those with special needs in this work)

1. To create a Police Advisory Board (PAB), which will provide consultation, advice, and recommendations to the Mayor and Town Council as required to ensure that policing contact is provided equitably to all communities and citizens **while working with the police department to create and foster and better relationship between the department and community they serve.**
2. To function as a **conduit** for community participation designed to review and recommend policies, practices, and programs to make law enforcement more **responsive**, effective, and sensitive to the needs of the town it serves.
3. To encourage transparent communications, cooperation, and approachability between the Middletown Police Department and the residents it serves.
4. To educate, and inform the community of **the** rights and responsibilities **of the individual** through various outreach initiatives.

The board is charged with spending the next month reviewing the guidelines again, in addition to the following bylaws, for discussion and amendments:

Establishment

1. Member Requirements

- a. 15-Voting Members + 2 Non-Voting Members (17 total Members)
- b. Most member positions will have a residency requirement to the incorporated portion of the Middletown, however, there will be some member positions that shall be exempt from this requirement.
- c. Serving 2-year terms (with 8 member positions requiring the initial first term at the board's inception, to be a 3-year term then revert to a 2-year term thereafter).
- d. All members can be renominated to sit for a second term, but must then sit out for one term prior to being nominated for a third term. A member can only be appointed to the board for a total of 3 terms.
- e. Appointment Starting Date – 10/19/20
- f. All members of the PAB shall be residents of Middletown unless waived as illustrated above:
- g. Any voting member missing 3 or more consecutive meetings or missing more than 1/4 of the total number of annual meeting performed during a term year will be excused from the PAB unless approved by a simple majority of the voting members of the PAB.

Board Make-up / Duties and Responsibilities

1. Voting cannot be conducted without a quorum being present via in person or virtually (*we need to work out how to do it*).
2. Any recommendations going to the Mayor and Council must carry a simple majority vote.
3. Review functions of the Middletown Police Department consistent with the intent and purpose for which the PAB was created.
4. The PAB may request access to review ~~only~~ documents of individual citizen complaints against individual officers and be made aware of any officer involved in the use and complaint of excessive force. The board should also be made aware of any criminal activity charged against a MPD Officer as well as any Officer with a history of any of the above actions on his or her record.
5. Make recommendations to improve relations between police and the community.
6. Review Police Academy, and in-service training as required to make recommendations if as necessary.

7. Recommend strategies for crime prevention and participation based of community requests.
8. Recommend programs to educate the community on _____
9. Meeting time – 7:00 PM to 8:30 PM (Total time = 90 mins)
 - a. Main Meeting Agenda – 70 mins
 - b. Public Comments – 20 mins
 - i. 2 minutes per person to speak

Council Executive Board Positions

1. Chairperson – Spokesperson
2. Vice Chair
3. Parliamentarian (If Robert Rules of Order are followed)
4. These above positions shall be nominated and voted on at the first and second meeting, respectively.

Filling Vacancies

1. By appointment and vote of the remaining voting members.

Meeting Structure

1. Call to Order / Roll Call
2. Approval of Minutes
3. Correspondence
4. Chairperson's Report
5. Committee Reports
6. Old Business
7. New Business
8. Announcement
9. Public Comments
10. Meeting Adjournment

It was decided by the board to table the vote on the leadership of the board until the next meeting.

The meeting was adjourned at 8:55 p.m.

The next meeting will be held on Monday, Nov. 16, at 7 p.m.