



# CITIZEN REVIEW COMMITTEE MEETING

Community Oversight of Portland Police Bureau

City of Portland / City Auditor  
Independent Police Review (IPR)

## Minutes

Date: Wednesday, November 6, 2019 (meetings are typically held the first Wednesday of each month)

Time: 5:00 pm \* Please Note: agenda times are approximate

Location: **Lovejoy Room, Portland City Hall**. 1221 SW 4<sup>th</sup> Ave. Portland, OR 97204

Present: Vadim Mozyrsky, Julie Falk, Kristin Malone, Jihane Nami, Andy Chiller, Daniel Schwartz, Ross Caldwell, Dana Walton-Macaulay, KC Jones, Dan Handelman, Pamela Fitzsimmon, Ashley Tjaden, Sam Bourman

## AGENDA

5:30 pm—5:35 pm Introductions and Welcome (CRC Chair Kristin Malone)  
(Approved of September 4, 2019 meeting minutes)

5:35 pm – 5:40 pm Director’s Report (IPR Director Ross Caldwell)

- Mr. Mozyrsky asked Mr. Jones CRC members switched over to Gov QA, the new remote access server, can people manage their own password update instead of going through IPR?
  - We did ask about that. I don’t know at this point
- Director Caldwell asked Mr. Mozyrsky what he thinks about new GovQA?
  - It worked really well and easy to use

5:40 pm – 5:45 pm Chair’s Report (CRC Chair Kristin Malone)

- Chair Malone has been assisting with reviewing CRC applicants
- Mr. Schwartz asked there’s an appeal coming up
- Director Caldwell made a comment there will be one coming up at the December 4’s meeting

5:45 pm—7:45 pm **Special Presentation:** Advisory Bodies Program (Ashley Tjaden, Office of Community and Civic Life)  
- 60 mins

Topic: “Introduction to Equity: Gaining a Shared Equity Language”

Presenter: Ashley Tjaden | Advisory Bodies Program | Office of Community & Civic Life

- Chair Malone made a comment there are ways to we can bring more equity to the CRC appeal process by being supportive to the people who appeal to the CRC.
- Ms. Falk asked Ms. Tjaden regarding the issue of there’s very few appellants of color. She was wondering if the CRC should bring a case forward if the Committee have not received an appeal from a person of color in a long time. This would ensure the Committee hears from different community
- Mr. Schwartz made a comment he would be worried in that case. He would rather the appeal be decided on merit.
- Chair Malone made a comment the Committee should evaluate the appeal’s process being communicated to the Appellant. The degree of difficulty for the Appellant to get to the CRC is really hard. The materials being

provided to the Appellant are also really difficult to digest. For example, communicating with the Appellant by mail is not always to best contact method.

- The Committee had a debate on whether a person who apply to be on the CRC is required to have a Portland address
- Ms. Chiller made a comment some people don't want to disclose their mailing address. There are other ways to satisfy the legal requirement of the applicant being a resident of the City of Portland
- Chair Malone made a comment the CRC's application should just ask if person is resided in Portland instead of asking for the full address
- Mr. Mozyrsky made a comment if City code says that the applicant must reside in Portland, it seems like the address is a necessary first step
- Director Caldwell made a comment IPR communicate with a lot of complainants via emails since they don't have a mailing address. Regarding to the short appeal timeline, IPR also gives exceptions to complainants who are incarcerated or represented by an attorney. He is welcoming suggestions of better ways to communicate with complainants
- Chair Malone made a comment if a person is about to lose their appeal right, that person should get contacted via more than just a letter. She is not sure if people fully know what to expect and they should get a head-ups if there's an important letter coming in the mail.
- Mr. Schwartz made a comment there shouldn't be any argument that the communication process should be as easy as possible, but in order to reach a person there must be some kind of method of contact.
- Ms. Chiller made a comment the contact default should not be mail. The current appeal timeline might not be long enough
- Ms. Chiller asked Mr. Jones if IPR keeps demographic information of complainants?
  - There's only about 5% of complainants who provided their demographic information. It is not a requirement for them to provide that information in the form and we made it clear what we are using that information for

- 30 mins

Topic: "Responsibilities as Advisory Body Members"

Presenter: Ashley Tjaden | Advisory Bodies Program | Office of Community & Civic Life

- Mr. Schwartz asked Ms. Tjaden if several Committee members get together for a discussion, would that constitute a public meeting?
  - A quorum is needed to make any substantive decision relating to the work of the Committee
- Several Committee expressed confusions about what would constitute a public meeting. Ms. Tjaden encouraged Committee to bring specific scenarios to City Attorney. They will then have to look at the bylaws and determine if the Committee will need to hold a public meeting for that.
- Ms. Chiller made a comment setting an agenda is not a substantive conversation. If the Chair and Vice Chair would like to invite a specific person to the meeting that they feel unsure about, the Chair or Vice Chair can bring it up at a meeting and be on record
- Ms. Tjaden encouraged the Committee to work with a City staff person whether they are unsure about whether certain Committee's discussion should be open to public
- Director Caldwell made a comment he doesn't think creating the monthly agenda is not substantive. If the Committee getting into substantive discussion like a case, then IPR can run up the chain and get more clarity.
- Mr. Jones made a comment the issue of using Google drive was brought up by Vice Chair Avalos several months ago that's why he asked Ms. Tjaden to provide training to the Committee today
- Ms. Falk asked Ms. Tjaden what are some examples of records that are exempted from public record laws?
  - The information that needed to be redacted like social security, addresses
- Chair Malone asked IPR staff if a staff person can combine all the edits by Committee members into one final draft so the Committee can vote on?

- Mr. Jones made a comment he agrees that state laws is behind regarding to a public body use of technology, but the Committee needs to figure out a process that would work. IPR staff can help with combining all the drafts
- Ms. Chiller raised a question regarding to editing a document on Google docs, is it a public record issue?
- Mr. Schwartz made a comment Ms. Chiller should send the draft to a staff person since editing a draft on a Google doc considered as a substantive change
- Ms. Chiller made a comment if Committee members use Google doc as a tool and save their own draft instead in a collaborative way then there shouldn't be a problem
- Director Caldwell made a comment the City Attorney interprets laws very conservatively. If Committee members use Google doc in a way that can track different drafts, then it should be ok
- Ms. Chiller asked Ms. Tjaden if there's a way for Committee members to use a City portal to conduct business and save all the drafts?
  - We do have OneDrive shared drive that everyone can access. People would have different permission level
- Mr. Mozysky made a commendation of summarizing everything that was discussed tonight and present it to City Attorney
- Chair Malone made a comment she would like someone from the City Attorney's office to tell the Committee what a best way to create a draft document together via shared drive
- Ms. Chiller made a comment if she were to create a workgroup report and she would like another workgroup member to edit it, would be a proper way for a CRC member edit another member's draft on the shared drive
- Mr. Jones made a comment Microsoft product is preferred by the City that's why the City recommended OneDrive

- 20 mins

Discussion: Brainstorming how to move the work forward, while in compliance.

Participants: CRC members only

Facilitators: KC Jones & Ashley Tjaden

7:45 pm—8:00 pm      New/Old Business

8:00 pm—8:25 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. Following up with appellants and others community requests will supplement current work group tasks. Additionally, outreach committee members will serve as point for ongoing communications with IPR, the City, the Bureau, community members and/or act as the face of CRC.

Chair: / Members: Vadim Mozyrsky, and Julie Falk

IPR staff: Irene Konev, Community Outreach Coordinator

- The workgroup has not met

## 2. 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: Daniel Schwartz / Members: Hilary Houck, and Jihane Nami

- The workgroup has not met

## 3. Crowd Control Workgroup (5 min.)

**MISSION STATEMENT:** The Crowd Control Workgroup examines existing crowd control policies, training, and tactics of the Portland Police Bureau, reviews crowd control best practices, legal standards and other information, and makes appropriate recommendations.

Chair: Candace Avalos /Members: Andrea Chiller, and Kayla Wade

- At our last CCWG meeting, the workgroup had a guest and co-organizer of the Climate Strike Misha come talk about her experiences at the strike, due to the controversial response by PPB. The workgroup next meeting will plan to advertise the time and location and invite people to come shares any other experiences they had at the strike
- The workgroup also had a meeting with Race Talks and are scheduled to co-host the June event. Vice Chair Avalos will be going to their upcoming event next Tuesday to get a feel for the format

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

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

Chair: Kristin Malone / Members: Andy Chiller, Sylvan Fraser, and Kayla Wade

- Chair Malone made a comment she cannot be a chair of this workgroup and the workgroup has not met

8:25 pm—8:40 pm      Public comment and wrap-up comments by CRC members

- Mr. Bourman made a comment regarding to the residency discussion that was brought up earlier. He works with a lot of homeless services agencies and most shelter won't disclose who is staying there, but they can save a message for people. There are varies ways people can be contacted. HUD waitlist form there's an option for someone to list a 3<sup>rd</sup> party contact.
- Mr. Handelman made some comments:
  - The presentation regarding political activity was confusing. It is not problematic if the committee invite all the political candidates to meeting

- There's a long history of previous IPR Director read the Director's Report without providing an actual copy of the report, now there's an issue but the IPR Director not reading everything into record. It is helpful to read everything in the record to provoke conversation
- According to the annual report 22% of the people who filed a complaint with IPR were African American. Not many of them file an appeal request
- Copwatch is strongly disagree with the 14-day appeal timeline
- He was hoping the Committee would discuss tonight regarding to the case where Chief Outlaw agreed with the Committee's finding regarding the truthfulness allegation, and then changed the allegation to performance issue and gave the officer a day off without pay. What happened to the outcome of the previous two findings that one was made by Commander Crebs and the other made by the Committee

8:00 pm

Adjournment

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*To better serve you, a request for an interpreter or assisted listening device for the hearing impaired or for other accommodations for persons with disabilities should be made three (3) days 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/ipr](http://www.portlandoregon.gov/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.*