



**Community Policing Advisory Board  
Minutes  
WebEx Board Meeting  
Thursday, February 3, 2022 - 7:00 p.m.**

**Members Present:** Donna Barnes, Michael Donohue, Jaime Espinosa, Lori Horkan, Chiara Jaffe, Matthew Perkins, Robin Prather, Rici Rutkoff, Michael Scott, David Smith were present. Carter Fensterstock and Bernadette Goovaerts were absent.

**Staff Present:** Chief of Police Victor Brito and Police Executive Assistant Andrea Escher.

**I. Call to Order**

Chairwoman Horkan conducted roll call and called the meeting to order at 7:00 p.m.

**II. Motion to Approve Board Meeting Agenda**

Chairwoman Horkan noted that the meeting agenda had changed due to the City of Rockville City Manager, Rob DiSpirito, not being able to attend the meeting and the tabling of the “Recap of the First Year CPAB discussion.”

**Motion:** to approve the February meeting agenda.

Moved by Board member Jaffe, seconded by Board member Perkins, unanimously approved.

**III. Motion to Approve Meeting Minutes**

**Motion:** to approve the January 6, 2022 meeting minutes.

Moved by Board member Perkins, seconded by Board member Jaffe, unanimously approved.

**IV. Welcome and Introductions – New Board Members**

The Board welcomed Michael Donahue and Rici Rutkoff, the newest appointed members to the Community Policing Advisory Board. Both Mr. Donahue and Ms. Rici gave brief introductions and were introduced to the other members.

## **V. Update Youth Panel – CEO Program**

Board member Barnes advised that she reached out to several local youth organizations in an attempt to get several high school students of mixed races to attend the CPAB February meeting to discuss their thoughts on the CEO/SRO program in schools. Ms. Barnes stated that despite her efforts, there appeared to no interest from the students she reached out to, and she received no response or confirmations for their attendance.

Chairwoman Horkan noted that MCPS is hosting a forum on the discussion of students, school safety the CEO program, etc. Once the data is compiled and information from the meeting is available, the Board would be interested in learning the outcome of discussions with students during the forum for another possible future discussion.

## **VI. Parking Enforcement Discussion and Overview**

Mr. Socrates Yiallourous, the Photo and Parking Enforcement Supervisor, provided an overview to the Board on the city's Parking Enforcement Unit. He discussed in detail their daily duties and responsibilities, to include enforcement of parking meters, parking meter service and maintenance, enforcement of permit parking districts, abandoned automobiles on city streets, lock-out assistance, as well as traffic control and assistance with special events. He provided the ways residents can reach out to the Parking Unit for assistance. He also provided guidance to Board member Prather in regard to her questions about how the process for abandoned vehicles are handled on neighborhood streets.

## **VII. Center for Policing Equity – Follow Up**

Board member Perkins stated that he reached out to a representative regarding the ComStat for Justice program, unfortunately, because the program is so new, there is not a template available for Rockville City to review for consideration. He suggested the Board and Department look at the below links for additional guidance:

Center for Policing Equity guide to collecting, analyzing and responding to stop data  
- [https://policingequity.org/images/pdfs-doc/COPS-Guidebook\\_Final\\_Release\\_Version\\_2-compressed.pdf](https://policingequity.org/images/pdfs-doc/COPS-Guidebook_Final_Release_Version_2-compressed.pdf)

NTTAC webinar series on Secondary Trauma and Traumatic stress  
- [https://ojp.webex.com/mw3300/mywebex/default.do?nomenu=true&siteurl=ojp&service=6&rnd=0.05966398265994033&main\\_url=https%3A%2F%2Fojp.webex.com%2Fec3300%2Feventcenter%2Fprogram%2FprogramDetail.do%3FtheAction%3Ddetail%26internalProgramTicket%3D4832534b000000051dcd78b919139d93c6f8f3fc92877e65f4e4261dc384a0572fba0b02a232d47%26siteurl%3Dojp%26internalProgramTicketUnlist%3D4832534b000000051dcd78b919139d93c6f8f3fc92877e65f4e4261dc384a0572fba0b02a232d47%26ProgViewID%3D14859322%26PRID%3D1be80e459e6fe7f6e41ab96e2c98d0af](https://ojp.webex.com/mw3300/mywebex/default.do?nomenu=true&siteurl=ojp&service=6&rnd=0.05966398265994033&main_url=https%3A%2F%2Fojp.webex.com%2Fec3300%2Feventcenter%2Fprogram%2FprogramDetail.do%3FtheAction%3Ddetail%26internalProgramTicket%3D4832534b000000051dcd78b919139d93c6f8f3fc92877e65f4e4261dc384a0572fba0b02a232d47%26siteurl%3Dojp%26internalProgramTicketUnlist%3D4832534b000000051dcd78b919139d93c6f8f3fc92877e65f4e4261dc384a0572fba0b02a232d47%26ProgViewID%3D14859322%26PRID%3D1be80e459e6fe7f6e41ab96e2c98d0af)

### **VIII. New Business**

Board member Espinosa stated the Board, at a later time, may want to consider requesting the Mayor and Council remove the alternate member position and just make it a regular voting member.

Board member Barnes stated that she would again like to remind the Board that once the City's new Mental Health Specialist is hired for the Rockville City Police Department, she would like that person to attend a future meeting.

Chairwoman Horkan stated that she plans to put City of Rockville City Manager, Rob DiSpirito, back on the agenda for the March meeting.

Board member Perkins stated that at the next meeting, he would like the Chief to provide an update on the Spring/Summer events planned by RCPD. In addition, he would like to know/discuss any volunteer opportunities for community members to get involved with the Department.

### **IX. Next Meeting Date & Adjournment**

The next meeting of the CPAB will be held on Thursday, March 3, 2022 at 7:00 p.m.

**Motion:** to adjourn.

Moved by Board member Donahue motion, seconded by Perkins, unanimously approved.

The meeting was adjourned at 8:25 p.m.