



**Community Policing Advisory Board  
Minutes  
WebEx Board Meeting  
Thursday, April 1, 2021 7:00 p.m.**

**Members Present:** Donna Barnes, Michele Egan, Jaime Espinosa, Bernadette Goovaerts, Lori Horkan, Chiara Jaffe, Matthew Perkins, Robin Prather, David Smith, and Michael Scott. Rafael Borrás and Renoir Dawson-Finan were absent.

**Staff Present:** Chief of Police Victor Brito, Senior Assistant City Attorney Ashley McFarland, and Police Executive Assistant Andrea Escher.

**I. Call to Order**

Chairwoman Horkan conducted roll call and called the meeting to order at 7:03 p.m.

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

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

Moved by Board member Goovaerts, seconded by Board member Smith, and unanimously approved.

**III. Motion to Approve Meeting Minutes**

**Motion:** to approve the March 25, 2021 meeting minutes.

Moved by Board member Smith, seconded by Board member Perkins, and unanimously approved

**IV. Introductions**

Board member Barnes, who was not present at the initial meeting, introduced herself, and all the board members provided brief introductions.

**V. Purpose of the Board**

The Board held a discussion on the purpose of the CPAB Board. Board member Perkins shared the authorized purpose of the Board, as outlined by the City of Rockville Mayor and Council. Board member Perkins stated it is difficult to be effective unless everyone works together.

Board member Jaffe stated she reviewed the City Police mission statement and the 2019 Annual Report. She felt that the Board should focus on training and development, community partnerships, and who they want to focus on, having a better understanding of the internal functions of the police department, how are funds allotted in the budget.

Board member Egan stated that it appears the purpose is, “a mix bag of things,” some which are in the Board’s purview to act, some which are not. She stated there needs to be two-way communication, as well as more information about the long-term and short-term goals. She also stated she would like better clarification as to authorized purpose #1.

Board member Goovaerts stated to improve the department, there needs to be an understanding of what needs to be done. What does the Chief need help with in the direction of expanding community policing. She also recommended going to community organizations and really learning and seeking guidance on ways to make it better.

Board member Prather stated she felt the purpose was an on-going concept and not one that needed to be determined all at once.

Board member Smith stated that it is important for everyone to come with an objective view, and not want to assume things are happening a certain way or not. He also stated that education must come from the outside as well as the inside of the police department. He recommended that everyone independently seek information to provide a balance of information.

Board member Espinosa stated the Board needs to reach out to communities, and the importance of two-way communication with the community, as well as formal testimony and feedback to provide a conduit to the community and Board. He also reminded members that the Mayor and Council will want a report on what the CPAB has done at some point.

Board member Scott stated that he agrees it would be helpful to know what issues the community is experiencing.

Board member Barnes stated she feels creating safety and a two-way partnership with communicating.

Chairwoman Horkan stated the purpose of the Board is to be representatives to the Rockville community, what is great with policing and build on the police and community services. She stated the Board should find solutions on what is not great, types of training, programming, and be the voice of the community.

## **VI. RCPD Training Overview**

Lieutenant Jonathan Berry, the Rockville City Police Department’s Acting Administrative Bureau Commander and Training Coordinator, provided an overview of the types of training Rockville City Police Officers receive, both from the initial entry level training to continued in-service training annually.

Lt. Berry stated that Rockville City Police officers receive 950 hours of entry level training, the State of Maryland mandates only 750 hours. Upon graduation of the police academy, Rockville police officers undergo 640 hours of on the street field training. All Rockville police officers receive 35 hours of in-service training annually, to include legal and policy updates, escalation, mental wells, crisis intervention, autistic/intellectual disabilities/Alzheimer's, and other current topics. Rockville officers also attend firearms training twice a year, with additional incorporations focusing on deescalation and less lethal options.

Lt. Berry stated aside from the required training requirements per the State, the Rockville City Police Department has taken a progressive approach to training topics and is often the first agency in the County to provide such trainings for their officers. The agency hosted Fair and Impartial Policing, Unified Command Training, Integrating Communications, Assessment, and Tactics (ICAT) training, Law Enforcement Executive Development (LEEDS) training, as well as Crisis Intervention Training (CIT), as well as the Active Bystandership for Law Enforcement (ABLE) Project in the future. Lt. Berry stated the department has a training budget, and that the agency has been fortunate to get some of the trainings for free or at a discounted cost.

Board member Horkan questioned as to if there were enough funds in the department's training budget. Lt. Berry stated that due to COVID-19 some of the department's budget was decreased, but the agency has been creative and find ways to make trainings work. Chief Brito also stated the City Manager will also provide funding for trainings if needed.

Board member Barnes stated she would like the department to expand on the Crisis Intervention Training (CIT), and was glad to see that RCPD officers are getting this training.

Chief Brito stated the department is looking to add a Mental Health Professional to the police department in the next budget cycle. Chief Brito stated the goal of this person would be to assist with patrol operations, and ride with a CIT trained officer to response to calls of people in crisis. In addition, this person would work collaboratively with the Training Coordinator to provide training. Currently, the police department relies on the assistance of the Montgomery County Health and Humans Services Crisis team for assistance with calls.

Board member Scott stated he would like a breakdown of the police department's budget.

## **VII. Rules of Procedure for Future Meetings**

Board member Espinosa went over the proposed General Procedures for the CPAB, which covers how to conduct business. Espinosa asked that the members review and send edits back to him by April 15, 2021. Espinosa will then send it to Ms. McFarland for review. The Board should plan for adoption of the General Procedures at the May meeting

**VIII. New Business**

Chairwoman Horkan stated she would like to have a review of the police department’s budget and rules and regulations at a future meeting. She added hiring practices, current community policing activities and Asian Pacific American Task Force presentation as additional items to be added for upcoming meeting topics.

Board member Egan stated she would like a representative from the Asian demographic, if not someone to represent that demographic to be added to the Board. She also recommended having Asian outreach speakers. Board member Egan also volunteered to give up her seat on the Board to allow for the appointment of an Asian person to serve. There was some discussion on this topic, with the Board in consensus that the Mayor and Council appointed each member to serve for a term-limit, and that it would be not feasible to simply add another member.

Due to recent concerns with violence towards the Asian community nationwide, the Board agreed it would be fruitful to invite the City’s Asian Pacific American Task Force to the next meeting to talk about any issues they are experiencing. Board members Smith and Perkins suggested the Board write a statement or letter of support to the Asian Pacific Islander Task Force.

**Motion:** to bring in a representative from the City’s Asian Pacific American Task Force to talk for a period of 10 minutes regarding any issues as they relate to community policing

Moved by Board member Egan, seconded by Board member Goovaerts, 8 approved the motion, Espinosa voted nay, Scott abstained as the alternate member. Motion approved.

**IX. Next Meeting Date and Adjournment**

The next meeting of the CPAB will be Thursday, May 6, 2021 and Thursday, June 3, 2021 at 7:00 p.m. The Board will not convene in July and August.

**X. Adjournment**

There being no further business, the meeting was adjourned at 9:04 a.m.

**Motion:** to adjourn

Moved by Board member Goovaerts, seconded by Board member Smith and approved unanimously.