



**Community Policing Advisory Board  
Minutes  
WebEx Board Meeting  
Thursday, June 2, 2022 7:00 p.m.**

**Members Present:** Donna Barnes, Michael Donahue, Jaime Espinosa, Bernadette Goovaerts, Lori Horkan, Chiara Jaffe, Matthew Perkins, Robin Prather, Rici Rutkoff, and David Smith were present. Michael Scott was 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 7:03 p.m.

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

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

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

**III. Motion to Approve Meeting Minutes**

**Motion:** to approve the May 5, 2022 meeting minutes.

Moved by Board member Donahue, seconded by Board member Jaffe. Perkins and Smith abstained – motion approved.

**IV. Update**

*Youth Member of the Board Update* – Ms. Escher advised she is waiting to hear back from the City Clerk’s Office as to if the Mayor will suggest appointment of a new youth member or if the position will be removed.

## **V. Hometown Holidays Recap**

The Board met with an estimated 100 people during the Hometown Holidays event – most comments ranged from the community feeling safe and the police are doing a good job, to asking for the return of SRO's in schools. There were some complaints regarding speed and red-light cameras, there are either too many or not enough, concerns about school safety, gun registration and gun control. There seems to be some confusion as to what the City Police vs. the County Police roles. The Board would like to host a booth again next year and make bigger presence with giveaways, etc. Board member Barnes noted that about 30 people participated in her mental health survey, and she will be reviewing the results and sharing them at the next meeting.

## **VI. Changes to CPAB Rules of Procedure (ROP)**

Board member Espinosa recommended that Rules of Procedure be amended to note the election of a Chairperson in June, there was a discussion on possible adding language regarding a Vice Chairperson.

**Motion:** to approve the changes to the Rules of Procedure as discussed.

Moved by Board member Espinosa seconded by Board member Smith, unanimously approved.

## **VII. Election of New Chairperson**

**Motion:** to elect Matthew Perkins as the new CPAB Chairperson

Moved by Board member Espinosa, seconded by Board member Donahue, unanimously approved.

## **VIII. CPAB Annual Report Discussion**

During the May meeting, Board member Jaffe suggested the CPAB produce an annual report to be provided to the Mayor and Council for review. It was agreed that each of the subcommittees provide a summary of their goals, objectives, committee member names, summary of work over the last 18-months, actions and recommendations. The summaries should be submitted to Board member Jaffe who will compile all the documents to be put into on Annual Report, which a draft will be reviewed during the September Board meeting. All subcommittee reports are due to Board member Jaffe by August 15, 2022.

## **IX. New Business**

*Appointments to Committees:* The following committee appointments were made

**Motion:** for Board member Horkan to join the Outreach and Community Engagement Committee and the Mental Health Responses & Officer Wellness Committee, and Board member Scott to join the Mental Health Responses & Officer Wellness Committee

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

*Discussion Topics for September Meeting* - The following will be discussed at the next meeting:

- Review of Mental Health Wellness Survey
- Hometown Holidays Report
- Amend rules for Vice Chair position
- Annual Draft Report to Review
- Handle with Care Program
- Crime & Safety Presentation and Tour

*Recognition of First Chairperson* – Board member Smith and Board member Perkins recognized and thanked Chairwoman Horkan for serving as first Chairperson of the CPAB.

*CEO/SRO Calls for Service Data* – Board member Jaffe requested the information to MPIA the data on the CEO & SRO calls for service from Montgomery County. Chief Brito will forward the link to her for the request.

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

The next meeting of the CPAB will be held on Thursday, September 1, 2022 at 7:00 p.m. in person at the RCPD Station at 2 West Montgomery Avenue.

**Motion:** to adjourn.

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

The meeting was adjourned at 7:58 p.m.