



**Community Policing Advisory Board
Minutes
WebEx Board Meeting
Thursday, June 3, 2021 7:00 p.m.**

Members Present: Donna Barnes, Rafael Borrás, Michele Egan, Jaime Espinosa, Bernadette Goovaerts, Lori Horkan, Chiara Jaffe, Matthew Perkins, Robin Prather, and David Smith. Renoir Dawson-Finan and Michael Scott 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 7:01 p.m.

II. Motion to Approve Board Meeting Agenda

Motion: to approve the June meeting agenda.

Moved by Board member Goovaerts, seconded by Board member Scott, unanimously approved.

III. Motion to Approve Meeting Minutes

Motion: to approve the May 6, 2021 meeting minutes.

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

IV. RCPD Budget Summary

Board member Barnes led the discussion on the overview of the proposed FY22 Rockville City Police Budget. The Board questioned a decrease in revenue, which Chief Brito attributed to COVID-19 factors. The Board also raised questions that the \$10,000 budgeted for training may not be sufficient, as well as what is the proposed funding for community services programs.

V. Incident Reports Summary

There was a discussion led by Chief Brito on the recent summary of incidents/calls for service in the city. Chief noted the number one call for service is traffic related offenses, followed by theft from automobiles, which 90% of those cases are from vehicles left unlocked. Chief Brito stated the best way to combat these crimes is through education and crime prevention. He also noted there is a significant number of calls for mental crisis assistance, as the Montgomery County Crisis Center is located within the City. The police department will be adding a full time Mental Health professional to RCPD in the next few months.

Rockville City Police responds to 70% of the calls for service in the city, which is roughly 13 square miles. Chief Brito will forward to the Board the boundary map of the police response areas. Rockville police shares the crime reporting database with Montgomery County Police. Calls for service for Rockville City are dispatched by Montgomery County Emergency Communication Operators. A question was raised as to if there is a database for the reporting of hate crimes, and Chief Brito affirmed that there is a County-wide database hosted by the Montgomery County Police for the reporting and tracking of hate crimes within Montgomery County.

VI. CPAB Subcommittees

Board member Perkins led the discussion on the creation of subcommittees to allow for in-depth conversation, and review the proposed rules, purpose, and requirements for the following subcommittees to meet during the summer recess:

- Data Requests, Monitoring and Evaluation
- Policies and Procedures
- Mental Health Responses and Officer Wellness
- Outreach and Community Engagement

Motion: to add bullet points #5 through #12 to Section IV, Committees of the Rules of Procedure for the Community Policing Advisory Board.

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

Motion: to adopt all four subcommittees as proposed.

Moved by Board member Smith, seconded by Board member Perkins, approved 8 to 1, with Board member Espinosa voting nay.

Motion: to charge the subcommittees to meet during the July and August break.

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

Motion: to charge the Outreach and Community Engagement Committee with developing an outreach plan over the next 60 days.

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

Motion: to charge the Policies and Procedures Committee to meet as needed during the summer recess to develop a resource directory for the full board on community policing.

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

Motion: to charge the Mental Health Responses and Officer Wellness Committee to meet during the summer recess period as often as possible.

Moved by Board member Barnes, seconded by Board member Perkins. Approved 8 to 1, with Board member Espinosa voting nay.

Chairwoman Horkan made the following appointments to the CPAB Subcommittees:

- Data Requests, Monitoring and Evaluation – Jaffe (Chairwoman), Goovaerts and Perkins
- Policies and Procedures – Smith (Chairman) and Perkins
- Mental Health Responses and Officer Wellness – Barnes (Chairwoman), and Perkins
- Outreach and Community Engagement – Egan (Chairwoman), Borrás, and Goovaerts

Chairwoman Horkan will notify the other members of the CPAB who were not present of the newly created subcommittees and see if they are interested in being appointed to a committee. Committees are permitted to meet as long as there are no more than 5 members meeting at a time.

Motion: to approve the assignments and appointments to the subcommittees by Chairwoman Horkan.

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

VII. New Business

Motion: to have as part of the meeting agenda, committee reports for the next meeting on September 2, 2021.

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

Board member Perkins requested that Ms. Escher send out and re-post the updates to the Rules of Procedure on the Community Policing Advisory Board (CPAB) with the newly added bullet points of #5 through #12 referencing Committees.

Ms. McFarland reminded all members that it is a good idea to participate in the Open Meetings Act training if they have not already done so.

Chief Brito noted that the September 2, 2021 meeting of the Board should plan to be held via WebEx as the City of Rockville has not announced an official re-opening date or the approval for in-person meetings to be held.

Ms. Escher advised she will send out a list of the community groups and neighborhoods who plan to host National Night Out events in the city, should any member care to attend.

Motion: any member of the Board may speak at National Night Out as long as it is informal, just to inform people of the existence of this board.

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

VIII. Next Meeting Date and Adjournment

The next meeting of the CPAB will be held on Thursday, September 2, 2021 at 7:00 p.m. The Board will not convene in July and August.

IX. Adjournment

There being no further business, the meeting was adjourned at 9:19 p.m.

Motion: to adjourn

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