



**Community Policing Advisory Board
Minutes
WebEx Board Meeting
Thursday, September 2, 2021 7:00 p.m.**

Members Present: Donna Barnes, Rafael Borrás, Jaime Espinosa, Bernadette Goovaerts, Lori Horkan, Robin Prather, David Smith, and Michael Scott. Renoir Dawson-Finan, Chiara Jaffe, Matthew Perkins 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 7:05 p.m.

II. Motion to Approve Board Meeting Agenda

Motion: to approve the September meeting agenda.

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

III. Motion to Approve Meeting Minutes

Motion: to approve the June 3, 2021 meeting minutes.

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

IV. Appointment of New Permanent Board Member

Chairwoman Horkan advised that Board member Michele Egan submitted her resignation from the Board. The Board wished Ms. Egan the best and thanked her for the time she served on the Board. Chairwoman Horkan stated that alternate Board member Michael Scott has expressed an interest in being appointed as a regular voting board member. Ms. Escher will notify the City Clerk's Office of Mr. Scott's intention and ask the City Clerk to solicit the Mayor and Council to appoint a new alternate member.

V. Subcommittee Reports

Policies and Procedures – Board member Smith created a “Review of General Orders Rockville Police” (enclosed) template for the Board to review. The template provides a summary of RCPD’s policies and procedures. He encouraged all Board members to review the summary. He noted that there may be opportunities that the CPAB role could be incorporated into some of the General Orders, such as recruitment. He noted that Chief Brito has updated quite a few General Orders to make them more in sync with issues and trends today. He also noted that some of the links to the General Orders online are not working or are linking to the wrong document. Staff will address this.

Mental Health Responses and Officer Wellness – Chairwoman Barnes stated that she met with Chief Brito and Lieutenant Berry regarding training and was working on assisting with a grant for possible mental wellness training. She noted that due to some conflicts with possible funding for County programs, the grant could not be obtained. She was able to provide substance abuse pamphlets to RCPD for display at events, as well as the main police lobbies. She noted that she would like to develop a survey to engage the community on future trainings and prevention programs, such as suicide prevention, substance abuse, mental health first aide, etc. There was some discussion that there may be a lack of information as to where community members can reach out for help and assistance, and rather than call the police, they can utilize other resources. There was a suggestion that a “Who to Call” list be created for the community with important phone numbers which could be distributed to local HOA and community/neighborhood groups.

Motion: to appoint Board member Michael Scott to the Mental Health Responses and Officer Wellness Subcommittee. Moved by Chairwoman Horkan, seconded by Board member Smith, unanimously approved.

Outreach and Community Engagement – Board member Goovaerts noted that the Outreach and Community Engagement Subcommittee met twice during the summer to focus on the police department’s engagement efforts. She said there is good community engagement with events like Coffee with a Cop, as well as good social media communication. She said the group would like to compare how the community perceives the police and vice versa, as well as what is the community’s expectations of the police department and identify any gaps in perceptions and expectations from community stakeholders and develop tactics to address those issues.

Motion: to appoint Board member Robin Prather to the Outreach and Community Engagement Subcommittee. Moved by Chairwoman Horkan, seconded by Board member Goovaerts, unanimously approved.

Data Requests, Monitoring and Evaluation – the discussion and overview from this subcommittee was tabled to the October meeting.

VI. Community Comments

Motion: to allow the community speaker 5 minutes of time and provide time for the Board to ask follow-up questions or until the Board deems the discussion is completed. Moved by Board member Espinosa, seconded by Board member Prather, unanimously approved.

Ms. Mahlet Goitom, a Rockville City resident, submitted written comments to the Board on back in June 2021 – see enclosure. Ms. Goitom was asked to address her issue with the Board during this meeting. She raised concerns regarding an interaction her family had with an unsheltered male in Rockville Town Center in June. She was concerned at what appeared to be several unsheltered individuals in an area where children and families are congregating. She did not contact police regarding the incident and questioned if there is any type of security in Town Center. Chief Brito advised that Federal Realty Investment Trust (FRIT) does hire their own private security guards to patrol the area. Ms. Goitom questioned why other areas such a Rio, Downtown Crown and Pike & Rose do not appear to have an issue with unsheltered persons loitering around. Chief Brito was asked to give a brief update on trespassing and loitering laws and noted that police officers must be careful as they navigate the challenges of these individuals. He also noted it is not just a Rockville issue, is a widespread issue all over the County and nation.

VII. New Business

RCPD Community Open House – September 25, 2021 – Chief Brito advised the Board on the upcoming Police Community Open House. The CPAB will have a table at the event so they can introduce themselves to the community and engage. RCPD will provide some giveaways, the Board’s mission statement and a tablecloth for the event. The Board members will work with each other to develop a schedule on who will be working the table during the event.

The Board would like to add a discussion on Community Engagement Officers (CEO)/School Resource Officers (SRO) for the October meeting.

VIII. Next Meeting Date and Adjournment

The next meeting of the CPAB will be held on Thursday, October 7, 2021 at 7:00 p.m. There being no further business, the meeting was adjourned at 8:51 p.m.

Motion: to adjourn

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

REVIEW OF GENERAL ORDERS ROCKVILLE POLICE

ORDER NUMBER	DATE	TITLE	RELEVANCE
2-1	12/19/21 rev	General orders	General Orders set up; structure; purpose
2-2	6/8/20	Mission/Goals	"working in collaboration with community" Values: (1) service (2) integrity (3) excellence (4) respect (5) teamwork
2-3	2/25/10	Intergovernmental Relations	Liaison with community groups, law enforcement, etc.
2-4	No link	Goals/objectives (see 2-2)	
2-5	2/5/21 rev	Disciplinary Procedures	Process
2-5a	2/5/21 rev	Disciplinary Table	Penalties
2-6	11/16/20 rev	Personal and Admin Complaints	Complaint procedure/internal affairs
2-7	10/15/19 rev	Grievances	Issues between employees
2-8	3/31/10	Line/Staff Inspections	Ensure quality of operations
2-9	2/25/10	Classification of Duties	Note: NSO
2-11		Appendix: Reports	
2-11a			
2-12	5/18/17 rev	Job Sharing	Allow employees to work half-time
2-13	2/26/10	Command/Supervision	Community involvement expected
2-14	5/18/17 rev	Rank/Responsibility	Delineates responsibilities
2-15			
2-16	2/26/10	Chief Notification	Informing chief of serious crimes
2-17	3/14/11	Social Networking	Rules as to social media
2-18	1/28/20	Suspension	Forms of suspension
3-1	2/26/10	Allocation Personnel	Assessment of dept. needs
3-2	2/26/10	Public Information	Cooperation between media and police; restrictions; role of PIO
3-3	7/18/14 rev	Dept. organization	Includes community services officer, neighborhood services

3-4	2/26/10	Crime Prevention	Community services, neighborhood watch, crime prevention programs
3-5	2/26/10	Community Relations	"The Department must strive for the establishment of a climate in which officers may perform their duties with the acceptance, understanding, and approval of the public. Additionally, the willing and practiced participation of the people in enforcing the law is essential for the preservation of peace in the community." Role of CSO; community relations plan
3-6	5/10/96	Line of Duty Death	Procedures in such a case
3-7	1/15/05	Chaplain Program	Role/selection of chaplains
3-8	1/2/14 rev	Law Enforcement Officer's Safety Act	Concealed weapons
4-1	6/19/20 rev	Response to Resistance and Aggression	Use of force; de-escalation; levels of force permitted; use of weapons
4-2	8/30/19 rev	Department Firearms	Use and training
4-3	11/1/05	Search and Seizure	Constitutional restrictions; Stop and Frisk; Search Incident to Arrest; HP; PV; Consent to Search; Body Cavity; etc.
4-4	7/1/06	Traffic Related	Procedures; emergency services; hazards
4-5	2/26/10	Police Authority	Constitutional and statutory limits (police line ups, etc.)
4-6	2/26/10	Police Vehicles	Use of vehicles
4-7	2/26/10	Criminal Intelligence	Types of intelligence
4-8	2/26/10	Evidence Collection	Procedure for collecting evidence
4-9	5/15/11	Training	Training Process
4-10	2/26/10	Bomb Threats	How to Respond
4-11	4/13/04	Special Operations	Special Events
4-12	2/26/10	Juveniles	Prevent Delinquency; Rights
4-13	1/21/15 rev	Patrol Procedures	Procedure
4-14	1/31/12	Towing	Procedure
4-15	2/26/10	All Hazards	Disaster Preparedness
4-16(a)		Work sheet	
4-16(b)		Notifications	
4-17	1/1/15 rev	Property Control	Procedure

4-18	7/1/04	Traffic Enforcement	Procedure
4-19	12/1/04	Investigative Photos	Procedure
4-20	8/15/03	Traffic Collisions	Procedure
4-21	8/15/03	Traffic Control	Procedure
4-22	5/25/10	Prisoner Transport	Procedure
4-23	2/26/10	Temporary Detention	Procedure
4-24	2/26/10	Special Events/VIPs	Procedure
4-25	2/26/10	Vehicle Lockout	Procedure
4-26	2/26/10	Parking Enforcement	Procedure
4-27	12/31/13	DUI/DWI	Procedure
4-28	1/31/12	Missing Persons	Procedure
4-29	7/1/11	Organized Crime/Vice	Procedure
4-30	4/13/04	Diplomatic Immunity	Conforming with Federal Law
4-31	2/26/10	Foreign Nationals	Dealings with
4-32	2/26/10	Arrest at School	Procedures
4-33	9/15/03	School Liaison	Duties and Selection
4-35	2/26/10	Inventory: Vehicles/Persons	Constitutional protections
4-36	9/1/08	Domestic Violence	Procedure
4-37	2/26/10	Computer Seizure	Procedure
4-38	2/26/10	Mobile Video	Procedure
4-39	3/18/21 rev	Personal Patrol Vehicle Program	Procedure
4-40	wrong link	Mobile Data	
4-41	2/23/21 rev	Canine Team	Procedure
4-42	2/26/10	Firearm Mounted Lights	Procedure
4-43	12/15/06	Ballistic Shield	Procedure
4-44	2/26/10	DNA Evidence	Procedure
4-45	5/15/11	Eyewitness ID	Procedure
4-47	2/26/10	Photo Enforcement	Procedure
4-48	Wrong link	Terrorism	
4-49	2/26/10	Identity Crime	Procedure
4-50	5/25/10	Arrest of Students	Procedure
4-51	1/1/12	Electronic Control	Procedure
4-52	9/9/15 rev	License Plate Reader	Procedure
4-53	7/1/12	Video/Photos Police	Procedure
4-54	5/27/16	Opiate Overdose Program	Procedure

4-55	10/16/20 rev	Body Worn Camera	Procedure
5-1	2/26/10	Recruitment	Program including community outreach
5-2	2/26/10	Selection	Criteria
5-3	5/28/21 rev	Promotional Process	Criteria
5-4	9/11/15 rev	Military Leave	Procedure
5-5	2/26/10	Performance Evaluation	Process
5-6	2/26/10	Victim/Witness Services	Program
5-7	2/26/10	Planning and Research	Process
5-8	2/26/10	Improvements to CJ	Description
5-9	2/26/10	Ride Along	Allows all citizens
5-10	2/26/10	Compensation/Benefits	Description
5-11	7/12/17 rev	Leave Policy	Description
5-12	2/26/10	Fiscal management	Description
5-13	2/26/10	Crime Analysis	Evaluation/Dissemination
5-14	12/01/11	Civilian Service Aides	Internship program
5-15	2/26/10	Traffic Engineering	Description
5-16	11/25/19 rev	Secondary Employment	Procedure/restrictions
5-17	2/26/10	Traffic Administration	Procedures
5-18	7/15/04	Awards/Commendations	Types of awards
5-19	7/18/14 rev	Career Development	Description
5-20A	5/24/19 rev	Uniforms/Equipment (Sworn)	Types/procedures
5-20B	5/24/19 rev	Uniforms/Equipment (Non Sworn)	Types/procedures
5-21	7/1/03	Personal Appearance	Jewelry, hair, etc.
5-22	10/15/04	Discrimination/Harassment	Rights of employees
5-23	2/26/10	Travel Expenditures	Procedure/reimbursement
5-24	10/15/04	Mutual Aid	Procedure
5-25	2/26/10	Mental Illness	Seeking treatment
5-26	10/1/04	Extra Jurisdictional	Authority
5-27	2/26/10	Impartial Policing	Implementation
5-28	2/26/10	Disability Policy	Description
5-29	2/26/10	Mobile Communications	Set up
5-31	8/29/18	Cell Phones	Procedure
5-32	4/1/19	Drug/Alcohol Testing	Procedure
6-1	No link	CJIS system	

6-2	2/7/18 rev	Public Safety Communications	Procedure
6-3	5/25/10	Records	Procedure
6-4	2/7/08 rev	Communications Center	Procedure
6-5	3/21/05	Warrant Control	Procedure
6-6	9/1/04	Juvenile Records	Procedure
6-7	10/15/03	Disposal of Handguns	Procedure
6-8	2/26/10	Use of Computers	Procedure
8-1	12/15/00	Oath	Language
8-2	8/1/07	Code of Ethics	Language
8-3	9/15/07	Rules and Regs	Effect/process

Thank you for the opportunity to submit this comment to the Community Policing Advisory Board. As a Rockville City resident, I come before you with an ongoing and growing concern related to unsheltered individuals who gather in Rockville Town Square (RTS).

I am a life-long Montgomery County resident and have lived in Rockville City since 2013. I am alarmed by the increasing number of unsheltered individuals in RTS—several of whom appear to be suffering from mental health illness. These individuals are present throughout RTS, especially in areas that children and families frequent, such as the Rockville Library and kid-friendly public plaza that features a splash fountain and a grassy area with a rock garden.

On the morning of 20 June, my two children (ages five and three) and husband went to RTS to celebrate Father's Day. As we stood in the grassy area watching our kids play in the rock garden, a man who appeared unsheltered and was visibly agitated approached us. Without any provocation, he began to yell expletives. His yelling and aggressive posture frightened both my children. My daughter, who is three years old, was especially distressed and jumped into my arms as she cried uncontrollably. Fearful that the man would harm our kids, we quickly picked them up and walked across the plaza in the opposite direction. There were several other families present at this time, and the man further accosted another unsuspecting family that was turning around the corner. I should also note that there was another unsheltered individual who was sitting in the grassy area.

This was a traumatic experience for my kids. Even after we left the RTS and several days after, my kids continue to bring up this incident. It is distressing to take your small children to what should be a family-friendly place only to find that it is a hub for individuals who are unstable. While I am sympathetic to the mental health crisis in this country and support efforts to address this challenge, I also believe that the city has a responsibility to ensure that its citizens (especially children) can enjoy family-friendly public spaces without fear for their safety.

I strongly urge the Community Policing Advisory Board to look into this ongoing public safety concern and ensure appropriate measures are taken to address it. I thank you for your time.

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