

## **Minutes**

### **Community Advisory Team (CAT21)**

**July 20, 2017**

#### **Members in Attendance**

Pete Benavage  
Roy Byrd  
Dak Hardwick  
Judy Noritake

Bill Blackburn  
Yvonne Callahan  
Ingris Moran  
Alexis Stackhouse

#### **Ex officio members in Attendance**

Det. Wil Oakley

Lt. Ed Milner

#### **Members Absent**

Inv. Diana Barrett  
Besu Feleke  
Anwar Khan  
Dawnielle Miller

Julie Crawford  
Christopher Harris  
James McClellan  
Howard Woodson

#### **APD Staff in Attendance**

Chief Michael L. Brown

Officer Cynthia Hurley

#### **Guests**

None

## Minutes

### **Agenda Item: Welcome & Introductions**

**Comments:** Chief Brown asked a CAT 21 member that was not at the last meeting to introduce himself to all attendees. After this introduction, Chief Brown briefly spoke about the June 14<sup>th</sup> Simpson Field incident. Chief commended the APD officers' response to that incident. Chief Brown recognized Lt. Milner who was the Watch Commander during that incident. Chief Brown also thanked the affected businesses and the citizens of the Del Ray community for their support and understanding during that trying time.

### **Agenda Item: Approval of minutes from last meeting**

Chief Brown ensured that all members of the team received a copy of minutes from the last meeting. All members acknowledged the receipt of the minutes. Chief Brown asked if any changes needed to be made to the minutes. There were no changes recommended and the minutes were approved.

- a) Pete Benavage 1<sup>st</sup>
- b) Bill Blackburn 2<sup>nd</sup> the motion
- c) The minutes were unanimously approved as written.

### **Agenda Item: Review of Action Items**

- a) Demographics of the agency from 2006-present were provided to the team. Chief Brown explained to the CAT 21 members that the demographics prior to 2006 are in archives. Chief Brown further explained that the hard copies of this agency's demographics since 2006 have the summary of positions, the demographics by rank of all sworn personnel. Chief Brown informed the panel that the archived demographics would be made available at the next CAT 21 meeting. Chief Brown advised that APD had made some "radical improvements since 2006 in demographics. Chief Brown informed the CAT 21 members that the data given is the same given to Human Rights Commission and Women's Commission on an annual basis. A CAT21 member asked if APD hired an officer and put them through training, does that officer owe you a commitment. Chief Brown explained that APD has a two year commitment, but APD has the ability to waive. APD does not have this issue very often.

**Agenda Item: Review of Recommendations Already Addressed**

- a) Chief Brown introduced the review of the 21<sup>st</sup> Century recommendations document that was provided at the last meeting. As requested, the document was modified to include the policy references as requested by the team.
- b) Chief Brown discussed the references to the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA).

Chief Brown gave an overview of CALEA by explaining that CALEA is a nationally standards of accrediting organization that conduct independent reviews which each agency pays for to ensure adherence to CALEA standards. APD is currently going through an extensive CALEA review. APD goes through a re-occurring process of review. This review consists of members of CALEA coming into the department and going through all of APD policies, applications, and identifying corrective means and/or areas that need attention. Chief Brown advised that adhering to CALEA standards resulted in certification. Chief Brown further advised that APD has been certified for a number of years. If corrective actions were recommended by CALEA, APD has always taken swift action to fix the issue(s).

A CAT 21 member asked if CALEA review is done on a voluntary basis. Chief Brown advised that CALEA accreditation is voluntary and not all departments use CALEA standards.

A CAT 21 member asked if being accredited was at the direction of City Council. Chief Brown advised that it was a practice that this agency adopted decades ago on its own without being directed by City Council.

A CAT 21 member asked whether APD's accreditation review was Tier 1 or Tier 2. Chief Brown advised APD has the Tier 2 (Advanced Law Enforcement Accreditation Program). The CAT 21 members were advised that Tier 2 was the more extensive review and APD just received the gold standard accreditation under Tier 2.

A CAT 21 member asked how our standards of accreditation compare to our neighbors, i.e. Arlington; Fairfax. Chief Brown advised that some agencies use CALEA and some do not. Deputy Chief Huchler advised that there is state accreditation that is being utilized by one of the neighboring jurisdictions. Chief Brown informed the CAT 21 members of the CALEA website of [www.calea.org](http://www.calea.org) to get a better understanding of CALEA standards.

- c) Chief Brown informed the members of CAT 21 that if at any time they wanted to have an overview of what CALEA is or what the review process entailed a briefing

could be provided to the team. APD has a dedicated staff of three individuals whose sole job is to ensure this agency is in compliance to CALEA standards. Chief Brown offered to bring in staff assigned to APD accreditation unit to answer any questions.

- d) A CAT 21 member informed Chief Brown that they were unable to look up the directives referenced in 1.1 Recommendations. Chief Brown informed the CAT 21 member that they will receive a copy of the referenced directives.

**Agenda Item: Identification of Community Needs & Interest**

- a) Chief Brown set the stage for open dialogue by asking, “Where do we go from here?” Chief Brown informed the CAT 21 members that Deputy Chief Huchler and Deputy Chief Fard were in attendance representing their bureaus in order to hear what the CAT 21 had to say. This would assist them in developing a strategic plan for their bureaus moving forward as well as the department as a whole.
- b) Chief Brown referred the CAT 21 members to page 7 of the recommendations review document-Ongoing Recommendations. Chief Brown advised the CAT 21 members these items listed are things that APD is already doing but are looking at them again to ensure that they are the right thing to do. These references served as the basis for an open dialogue to understand the interests of the community and perspectives that APD can consider in developing its 21<sup>st</sup> Century Implementation Plan.
- c) The ensuing discussion focused on transparency, data, perspectives, technology, including cameras, and training. The following specific follow up items resulted from the discussion:
  - 1) A CAT 21 member asked a question in regards to what the process would be for APD to be more transparent if the demographic data collection is “on hold”. Chief Brown clarified that the data was not on hold but under development in conjunction with the RMS overhaul which is currently underway in the department. Chief Brown reiterated that the data would be made available once program and data element redesign was completed.
  - 2) A CAT 21 member referenced a discussion on Facebook about Seattle, WA data collection. This CAT 21 member would like to see and understand how Seattle collected this data and its policy in comparison to other communities and how they address certain issues. Chief Brown advised that he should be able to provide the CAT 21 members with that information. Chief Brown

further explained that he had reached out to other major cities in reference to their data collect procedures. An effort will be made to provide an overview of the data transparency efforts of other police departments.

**Agenda Item: Closing Comments**

- a) Chief Brown explained that his goal with CAT 21 for all of us to acknowledge the issue(s) and make a concerted effort to address them. Chief Brown believed that the conversation at this meeting were very honest, frank, and informative. Chief Brown asked the panel members to think about the discussion that took place during the meeting and challenged the panel members to come up with some ideas to build trust and have transparency for the next meeting. Chief Brown asked the members of CAT 21 to send those ideas directly to him so that he could compile a master list.
- b) Chief Brown advised the CAT 21 members that copies of the book-Producing Bias-Free Policing is on order and will be sent to them as soon as APD receives them.

**Agenda Item: Action Items**

- a) The CAT21 members will be provided the archived demographic data for APD before the next meeting.
- b) Chief Brown will make available the directives that were discussed in the meeting.
- c) Chief Brown will obtain the data collection procedure and policy for Seattle and other major cities.
- d) Chief Brown asked the CAT 21 members to send their recommendations on how to gain public trust to him directly in preparation for the next meeting.
- e) Chief Brown asked the members of CAT 21 to send those ideas directly to him so that he could compile a master list.
- f) Chief Brown will provide CAT 21 members copies of the book-Producing Bias-Free Policing as soon as APD receives them.

**Meeting Adjourned:** Chief Brown adjourned the meeting at 2106 hours

**Next Meeting:** September 26, 2017 @ 7:00PM  
APD meeting room 301B

**Minutes submitted by:** Officer Cynthia J. Hurley