

Police Civilian Review Panel
October 19, 2017, 7:00 p.m. Conference room 232,
Fairfax County Government Center
Meeting Summary

The meeting began at 7:04 pm.

Panel Members present:

Hansel Aguilar

Steve Descano

Hollye Doane

Doug Kay

Randy Sayles

Jean Senseman

Adrian Steel, Panel Chairman

Rhonda VanLowe, Panel Vice Chairman

Panel member absent:

Kathleen Davis-Siudut

Panel Chairman Steel called the meeting to order and announced that the Agenda items would be taken out of order.

1. Agenda and Logistics for Public Forums – Vice Chair VanLowe reported on possible dates and locations for the first two public forums. The Panel determined that the first forum would be scheduled on Thursday, November 16 at the Heritage Human Services Center in Annandale and that the second forum would be on Tuesday, December 12 at the Hunter Woods Community Center in Reston. Both forums would start at 7:00 pm with the goal being to end by 9:00 pm. Chairman Steel and Mr. Sayles will serve as moderators of the forums, respectively. Vice Chair VanLowe encouraged all Panel members to attend each forum. A preliminary agenda for each would include:
 - a. introduction and opening comments by Chairman Bulova
 - b. comments by other Supervisors and/or officials in attendance
 - c. welcome and agenda for the forum by the moderator
 - d. brief comments (two to three minutes each) by Panel members present as to who we are, what we are about, and what we bring to the Panel
 - e. description of the history and the roles and work of the Panel (moderator)
 - f. details for filing a complaint (Ms. Davis-Siudut and Mr. Descano, respectively)

- g. process once a complaint is filed (Mr. Kay and Mr. Aguilar, respectively)
- h. presentation by Mr. Schott on the scope and work of the Independent Police Auditor (IPA)
- i. questions and answers (Q&A) about the Panel and the IPA
- j. public comment from the audience on issues within the Panel's jurisdiction

The Panel agreed that the Q&A and public comment portions of the meeting are planned to be no more than 45 minutes. There will be an opportunity for 10 persons to sign-up for public comment and each speaker will be asked to limit themselves to three minutes. Comments on individual complaints or incidents will not be received. The Panel will generally not answer questions or substantively respond to comments and will be in a listening mode.

Vice Chair VanLowe agreed to draft an e-mail invitation, or flyer that could be emailed. The invitation would be for both forums. The invitation flyer will be emailed to the list of organizations that Mr. Descano has begun to compile, the list of organizations and individuals advised of Ad Hoc Commission activity, and offices of the Board of Supervisors, among others. The invitation flyer will include language that provides notice that audience participation will be conducted as set forth above.

Mr. Sayles suggested that the Panel may want to consider preparing a PowerPoint presentation to be used at the forums. Ms. Davis-Siudut is drafting slides for such a presentation in connection with the Panel's planned outreach to community organizations.

Future forums will be held in other areas of the County, including Sully, Mason and South County. It was noted that there is a November 1 public meeting in Mount Vernon on the status of the Ad Hoc Commission's recommendations which will include activities of the Panel and IPA.

Panel members discussed the purpose of the public comment portion of the forum: whether, since these are inaugural forums, they are about the Panel introducing themselves to the community and explaining the Panel and IPA process for receiving and reviewing complaints; or is public comment to be taken on any issues related to FCPD policies and procedures. Due to the difference of opinions among Panel members on this topic, Chairman Steel asked for a motion. Mr. Kay moved that the Panel could receive comments on issues related to the Panel's or Auditor's jurisdiction, as opposed to only matters related to the complaint review process. The motion carried with Ms. Senseman and Ms. Doane voting "NAY" and Vice Chairman VanLowe abstaining.

2. Brochure – Ms. Doane and Vice Chair VanLowe reported on the status of the brochure. An initial rough draft was circulated together with some alternative language. The brochure will address civilian oversight in Fairfax County and include both the Panel and the IPA. Panel members were asked to review the language being considered and provide any comments or suggestions that they may have as soon as possible to Ms. Doane and Vice Chairman VanLowe. The goal is to have the brochure ready in time for the first public forum.

3. Marketing/Outreach Activity – Mr. Schott reported as to ongoing work with Channel 16 to create a 10- minute YouTube-type video describing the Panel and the IPA and on a 30-45 second piece for social media. The Office of Public Affairs has posted messages on the County’s FaceBook and Twitter sites. These messages will be refreshed periodically.
4. Meetings with Community and Officer Organizations – Chairman Steel noted that while the focus of activity, in the short term, will be on the public forums, he noted that the Panel should continue with plans to offer to meet with community organizations and groups, and FCPD officer organizations, about the Panel and its scope and activities. Members of the Panel will be expected to help in the outreach process which could include one or two Panel members attending outreach meetings.
5. Meeting with the Auditor – Chairman Steel noted that the Panel will schedule its first meeting with IPA Mr. Schott, as per the bylaws, in November or early December so that he would be further along in his work and review of investigations.
6. Complaint Process – IPA Mr. Schott reported on the complaints that he has received from the FCPD Internal Affairs Bureau (IAB) which have been identified by himself and Major Gervais Reed as being within the scope of the Panel’s authority. Those complainants will be informed in the letter the FCPD sends notifying them of the results of the FCPD’s investigation of their opportunity to request a review by the Panel. As agreed at the Panel’s September 7 meeting, Chairman Steele and Vice Chair VanLowe conferred with Mr. Schott and Major Reed on the complaints received to date to identify those which should be provided with a notice of the opportunity to request a CRP review. They reported that, after discussion and after having made inquiries as to certain complaints, they were satisfied with the determinations made. Going forward, the Chairman and Vice Chair will periodically review complaints that are received, and, if they conclude that process is working well, the Panel can develop a written protocol to confirm the process.
7. National Association for Civilian Oversight of Law Enforcement (NACOLE) Annual Conference Both Mr. Aguilar and Mr. Schott attended the annual NACOLE meeting in Spokane last week, and they will report in November on what they learned at the meeting and on current developments in civilian oversight.
8. Processes and Archival System for Panel’s Work – Chairman Steel noted that a tracking and archival system will be discussed at a future meeting.
9. Future Meetings – The next meeting of the Panel will remain on Thursday, November 9 at 7:00 pm at the Government Center. Thereafter, the Panel will meet on the first Thursday of each month through March 2018.
10. Other Topics – Chairman Steel reported on the October 10 Board of Supervisors Public Safety Committee meeting where there was discussion of the Body Worn Camera pilot program in the

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Mount Vernon and Mason Police Districts. He also reported on a recent meeting and work on follow-up implementation of the Ad Hoc Commission's recommendations and on a contact received from the Citizens Advisory Panel in Charlottesville on the Panel and IPA.

The meeting adjourned at 9:00 pm.