

POLICE ADVISORY AND REVIEW COMMITTEE MINUTES

Chairperson Fisher called the meeting to order at 6:00 p.m. on October 13, 2016 at Vestal United Methodist Church, in Knoxville, Tennessee.

Attending Committee: Chairperson Steve Fisher, Vice-Chairperson Robbie Arrington, Jered Croom, Frank Shanklin, Jr.

Not Attending: Rosa Mar, Ann Barker, LaKenya Middlebrook

Attending PARC Staff: Clarence L. Vaughn, III, PARC Executive Director
Lisa Chambers, Executive Assistant

Attending KPD/City of Knoxville Staff: Deputy Chief Gary Holliday, Attorney Ron Mills & Avice Reid, Sr. Director of Community Relations

INTRODUCTION

Chairperson Fisher thanked Reverend Kevin Blue, Yvonne Stephens and Vestal United Methodist Church for hosting the third quarter meeting of the Police Advisory & Review Committee.

Chairperson Fisher also reminded everyone that if they wish to speak during open forum, to please sign up on the sheet at the front entry table. Speaking times will be limited to 3 minutes per person.

Chairperson Fisher introduced Mr. Frank Shanklin, Jr. who is the newest member of the Committee and asked him to give a brief bio of himself. Mr. Shanklin stated that is the owner of Shanklin and Sons Carpet in Knoxville and he is a graduate of Knoxville College.

Chairperson Fisher read directly from the City Charter that states the purpose of the Police Advisory & Review Committee is to strengthen the relationship between the citizens of the City of Knoxville and the KPD, to assure timely, fair and objective review of citizen complaints while protecting the individual rights of police officers, and to make recommendations concerning citizen complaints to the Chief of Police and to the Mayor.

APPROVAL OF MINUTES

Chairperson Fisher asked if committee members had reviewed the July 28, 2016 minutes. There were no changes and the July 28, 2016 minutes were approved.

SPEAKING ENGAGEMENTS

Jered Croom reported the third quarter speaking engagements.

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| July 8, 2016 | The Executive Director took part in a roundtable discussion hosted by the Office of Multicultural Student Life at the University of Tennessee, which was entitled "A Time of Reflection". |
| July 8, 2016 | The Executive Director was tasked with speaking to graduating high school and collegiate students as part of the Mayor's Summer Internship Program. The discussion was related to professional development and the history of PARC. |
| July 13, 2016 | The Executive Director performed as the Keynote Speaker at the monthly Neighborhood Advisory Council meeting, in which he gave a brief summary of PARC and Community Relations. |
| July 18, 2016 | The Executive Director was invited to speak about PARC and public safety at the Fourth and Gill Neighborhood Association meeting. |
| August 18, 2016 | The Executive Director was asked to be a guest speaker at the monthly Business Advisory Council meeting, which hosted several local business owners with interest in best practices to improve relationships with law enforcement. |
| September 12, 2016 | The Executive Director was a guest speaker for the Knoxville Area Urban League Young Professionals monthly meeting. The conversation was directed towards the history of PARC and the daily role as the appointed Executive Director. |

EXECUTIVE DIRECTOR'S REPORT

Executive Director Clarence Vaughn gave his third quarter report for 2016.

AUDIT OF DISCIPLINE PROCESS

The Committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the third quarter audits were as follows:

Total Cases Audited by the Committee was three.

Officers Disciplined	0
Officers Corrective Actions Taken	1

<u>Disciplines Imposed:</u>	<u>Number of Officers</u>	<u>Number of Civilian Employees</u>
<u>Corrective Actions:</u>	0	
Oral Reprimand	1	

The Police Advisory and Review Committee and the Executive Director concurred with Internal Affairs' conclusions on **two** of the **three** cases reviewed. The Committee requested additional information on **one** of the **three** cases. That info was received and that case has been closed.

There were no cases pending at the end of the second quarter of 2016.

AUDITS OF KPD POLICIES AND PROCEDURES

Reviewed the following ordinances, policies and procedures as result of the Executive Director's evaluation of the Internal Affairs Investigations and complaints brought to the Executive Director:

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- General Order, 1.22 (Use of Discretion)
- General Order, 2.16 (Digital In-car Radio Equipment)
- General Order, 2.6 (Theft Suspects)
- General Order, 3.9 (Traffic Enforcement)
- General Order, 4.2 (Mental Health)
- General Order, 7.3 (Property Management)
- Standard Operating Procedure, 1.13 (Use of Alcohol and Drugs)
- Standard Operating Procedure, 2.04 (Conduct – General)
- Standard Operating Procedure, 3.00 (Conduct Toward Public, Courtesy)
- Standard Operating Procedure, 4.05 (Advising Persons of the Reason for Arrest)

ADVOCACY (STRENGTHENING THE RELATIONSHIP BETWEEN THE CITIZENS AND THE KPD)

- The Executive Director attended an event hosted by the University of Tennessee Department of Multicultural affairs, entitled "A Time of Reflection". The event was directed towards the community's view of law enforcement's interaction with people of color.
- The Executive Director was asked by the Commission on Accreditation for Law Enforcement to discuss the Knoxville Police Department's performance in relation to community policing.
- Provided an opportunity for an inspiring high school student with interest in Criminal Justice to meet with command staff of the Knoxville Police Department. The student was given the opportunity to ask questions about law enforcement and enhance their knowledge on the field of public service.
- The Executive Director is a member of the 56th Class of the Knoxville Police Department's Citizens Police Academy.

COMMUNITY OUTREACH

- The Executive Director continues to meet with citizens outside of and in the PARC office to discuss concerns, complaints, and to develop plans for successful resolutions.
- Attended the Knoxville’s Elder Abuse Community Outreach, hosted by the Office on Aging, Knoxville-Knox County Community Action Committee.
- The Executive Director was invited to take part in a national training opportunity provided by the Knoxville Alliance for Equity and Excellence, hosted by the Knoxville Area Urban League.
- The Executive Director was asked to be a guest speaker at the monthly Business Advisory Council meeting, which hosted several local business owners whom had interest in best practices to improve relationships with law enforcement.

NETWORKING

- The Executive Director met with the Director Mark Gwynn of the Tennessee Bureau of Investigation and Deputy Governor, John Henry to discuss ways to improve relationships between citizens and law enforcement.
- Met with Deputy Mayors Bill Lyons and Kristi Branscom to discuss areas of focus and concentrated objectives for the Police Advisory and Review Committee.
- The Executive Director is working with the University of Tennessee, Department of Sociology, to pilot a 10-week internship for UT students interested in Criminal Justice.
- The Executive Director was accepted into the Inaugural Citizen’s Academy for the Knox County District Attorney’s Office.

Chairperson Fisher reminded everyone that if they wanted to speak at Open Forum to please sign up on the sheet located at the back table.

PARC SUBCOMMITTEE REPORTS

Audio/Video Subcommittee – Frank Shanklin, Jr.

Mr. Shanklin reported the findings of the Audio/Video Subcommittee for the three Internal Affairs cases reviewed for the third quarter of 2016.

Of the (3) IAU Cases Reviewed by the PARC Audio/Video Subcommittee:

- 2 Cases The Audio/Video of all officers involved was functioning properly.
- 1 Case There was no Audio/Video because the officer involved was in an unmarked vehicle. There is no Audio/Video equipment in unmarked vehicles.

In summary, there was no officer disciplined or received corrective action for violating KPD’s Audio/Video Policy, during this quarter.

Racial Profiling Subcommittee – Robbie Arrington

Mr. Arrington reported that there were no racial profiling cases reviewed by the Police Advisory and Review Committee during the 3rd Quarter of 2016.

Operations Subcommittee – Jered Croom

Mr. Croom reported on the year to date totals of the 2016 cases, received and reviewed by the Committee, covering the period January 1, 2016 through September 30, 2016.

1. Total Cases for the Year	57
2. Neighborhood Cases	0
3. Cases Closed for the Year	59
<i>*Total includes (1) case closed from 2014 (13) cases closed from 2015</i>	

4. Resolution of Cases Closed For the Year	
Executive Director	38
Mediation: Executive Director & KPD	8
Referrals to Appropriate Agencies	10
KPD	3
Executive Assistant	0
Executive Assistant & KPD	0
5. Total Cases Pending	21
6. PARC <i>Initiated</i> Cases <u>Referred</u> to IAU for the Year	0
7. IAU Completed Cases <u>Reviewed</u> by PARC for the Year	
PARC <i>Initiated</i> Cases sent to IAU	0
IAU <i>Initiated</i> Referrals and Cases	18

Mr. Croom reported on the quarterly totals of the 2016 cases, received and reviewed by the Committee, covering the period July 1, 2016 through September 30, 2016.

1. Total Cases for the Quarter	25
2. Neighborhood Cases	0
3. Cases Closed in the Quarter	21
4. Resolution of Cases Closed For the Quarter	
Executive Director	11
Mediation: Executive Director & KPD	5
Referrals to Appropriate Agencies	5
KPD	0
5. Total Cases Pending for the Quarter	10
6. PARC <i>Initiated</i> Cases <u>Referred</u> to IAU for the Quarter	0
7. IAU Completed Cases <u>Reviewed</u> by PARC for the Quarter	
PARC <i>Initiated</i> Cases sent to IAU	0
IAU <i>Initiated</i> Referrals and Cases	3

CASE MATTERS TO BE ADDRESSED BY THE COMMITTEE

Discussion

PARC TRAINING SESSION: KPD

Deputy Chief Gary Holliday spoke about the Knoxville Police Department's Open Data Initiative.

CITIZENS ASKED TO APPEAR BEFORE PARC

Ms. Yvonne Stephens asked to appear before the committee and voice her specific concerns.

Ms. Stephens spoke of her experiences with the KPD and PARC as well as her extended background of being involved in Community activities.

OPEN FORUM

The following citizens addressed the Committee with concerns:

Jim Golden

Darlene Hamilton

Ronald Thompson, Sr.

Adrain Cookruchan

Dan and Elyahh Sherrod

Tina Sparks

Gloshanda Lawyer

Rhachelle W.

J.T. Taylor

The meeting adjourned.

Respectfully Submitted,

Lisa Chambers, Executive Assistant