



## Civilian Police Advisory Commission Minutes

**Date:** Wednesday, August 28, 2024

**Time:** 6 pm

**Location:** Conducted by Hybrid Participation -Arlington Community Center and via Zoom

This will be a hybrid meeting. Individuals may choose one of the following in-person or virtual options:

Attend in person in the 2nd Floor HHS Conference Room at the Community Center (Senior Center), 20 Academy Street/27 Maple Street. Registration not required for in-person attendance.

2. \*Notice to the Public on meeting privacy\* In the interests of preventing abuse of videoconferencing technology (i.e. Zoom Bombing) all participants, including members of the public, wishing to engage via the Zoom App must register for each meeting and will notice multi-step authentication protocols. Further, members of the public who wish to participate without providing their name may still do so by registering to receive the meeting info and using the telephone dial in information provided.

Present: Kathy Rogers (KR), Susan Ryan-Vollmar (SRV), and Erica Richmond (ER).

Present via Zoom: Zach Dumay (ZD), Melissa Jacobo (MJ), and Sanjay Newton (SN).

Absent: Jen Hernandez (JH), and Kari Sasportas (KS)

Liaisons: Arlington Police Chief Julie Flaherty (in person), and Arlington Community Outreach and Engagement Coordinator Teresa Marzilli (via Zoom)

Meeting called to order at 6:10 pm.

1. Remote Participation Statement and Guidelines - presented by SRV, each commissioner present introduced themselves, both in-person and via Zoom.
2. Land Acknowledgement - presented by SRV
3. Review and approval of June 2024 Minutes
  - a) KR made a motion to accept them. SRV seconded, unanimously

approved.

4. Review of previously approved minutes from May 2024.
  - a) KR made a motion to accept the revised minutes, correcting that Zach Dumay was present via Zoom at the May meeting. SRV seconded, unanimously approved.
5. Discussion of meeting participation expectations.
  - a) SRV emphasized that attendance by Commissioners at Commission meetings is important. We did not have quorum in July and that was especially unfortunate for our guest attendees.
  - b) SN brought up that many Commissions choose not to meet in July and August because of low attendance. This might be something to consider in the Summer of 2025.
6. Discuss change of date for November and December meetings because the fourth Wednesday of these months conflicts with a holiday (vote)
  - a) KR makes motion to discuss, MJ seconded
  - b) Discussed moving meetings from fourth Wednesdays to November 13 and December 18 for those two months.
  - c) KR makes motion to change to those dates, MJ seconded, unanimously approved.
7. Discuss changing start of monthly meeting from 6pm to 7pm (vote)
  - a) ER makes the motion to move our monthly meetings to start at 7 pm instead of 6 pm. This change will begin in September.
  - b) Unanimously approved.
8. Discuss participation in Arlington Town Day (vote)
  - a) Conversation began with KR and MJ stating that they did not think we had enough to adequately and appropriately update the public about the Commission at this time.
  - b) ER shared that she hopes we do take opportunities to receive feedback from the public but agreed that Town Day might not be the best format.
  - c) The group agreed that listening circles might be a better format but that we hope to be at Town Day 2025.
  - d) SN makes a motion that we do not participate in Town Day 2024 with the intention of participating in 2025, KR seconded
    - i) Motion passes with KR, SRV, ER, MJ, and SN voting yes. ZD abstains
9. Discuss process for creating policies/guidelines for Arlington Civilian Police Advisory Commission
  - a) KR has drafted guidelines for ACPAC to use as group norms to operate from.
  - b) SRV shared that Human Rights, Rainbow, and Disability Commissions all have guidelines and they assist in the Commission's

work and efficiency.

- c) We reviewed the current draft and we highlighted a need for clarity around emergency meetings and who speaks for the commission and how we understand term limits of officers.
- d) ER makes a motion that this Commission creates guidelines with the intention of eventually adapting them and that to do so we establish a working group to do this work. MJ seconded, unanimously approved.
- e) The Working Group will consist of SN and ER. Helene Newberg, who will be the new commissioner nominated by the Council on Aging will also join this working group once she has been sworn in as Commissioner.
  - i) ER makes motion and SN seconded, unanimously approved.

#### 10. Discuss need to update ACPAC bylaw

- a) SRV explained one of the hindrances of our current bylaws is that current Commissioners are not able to recruit new Commissioners.
- b) KR volunteered to talk to Deputy Town Counsel Jaclyn Munson to gather information about what our current nomination process is and what limitations exist in our current structure.

#### 11. Discuss budget needs of ACPAC

- a) This Commission currently does not have a budget.
- b) We discussed the need to have one, so far to cover our required police training Chief Flaherty covered the overtime costs of the Captains who conducted that training for us on August 19, 2024.
- c) We anticipate that our required Implicit Bias training will be covered by the town's DEI department.
- d) We also discussed the need to become members of national oversight organizations, to gain access to their resources and possible annual conferences.
- e) The Infrastructure and Information working group will look into what a budget proposal for Town Meeting might consist of.

#### 12. Discuss Arlington Police Department training that occurred on Saturday, August 17, 2024

- a) We deferred this to next month

#### 13. Working Group updates

- a. Infrastructure and Information - SRV reported out that this working group planned the agenda for the August Commission meeting.
- b. Commissioner Training and Development - Implicit Bias training is needed and will be scheduled soon. SRV noted that this training will be organized by the town's DEI department.
- c. Data Collection and Reporting - ZD working on a memo explaining what is available through the state's POST Commission and what additional information we might want.
- d. Community Reporting - KR and ER have worked on a draft of a new

complaint form for civilian feedback to APD. Concerns were raised that this draft needs to be circulated to affected stakeholders before being shared with the Commission at large or the general public. KR disagreed with that sequence of events but the group agreed that the draft will go to DEI, APD, Town Counsel and Town Manager between now and our September meeting.

14. Additional business, as needed, none identified.

15. Public Comment, none.

16. Adjournment

- MJ, SRV second. Adjourned at 8 pm.

Commission members not able to attend please email Teresa Marzilli, Community Outreach and Engagement Coordinator, Diversity, Equity & Inclusion Division prior to the scheduled meeting: [TMarzilli@town.arlington.ma.us](mailto:TMarzilli@town.arlington.ma.us)

Anyone needing accessibility information or other assistance to attend this meeting should contact [dei@town.arlington.ma.us](mailto:dei@town.arlington.ma.us). This meeting is open to all interested individuals.