

POLICE CONDUCT OVERSIGHT COMMISSION
Rules and Governance Committee

Minutes

for

February 25, 2014

Starting at 5:30 p.m.

350 S Fifth St., Room 241, Minneapolis, MN 55415

Committee Members Present: Al Giraud-Isaacson (Chair), Jennifer Singleton, and Sarah Rude (quorum 2).

Staff Contact: Michael K. Browne, Director - Office of Police Conduct Review (612) 673-5500. Also present was Minneapolis Assistant Attorney Joel Fussy.

Chair Giraud-Isaacson called the meeting to order at 5:52 p.m. All committee members were present.

Commissioner Singleton moved to adopt the agenda.

None opposed.

The motion carried.

Public Comment

The Chair opened the floor for public comment. There being no members of the public present, the Chair closed the public comment session without comments.

Chair report

The Chair encouraged the committee members to review the approved meeting minutes of the January 14, 2014 Commission meeting. The Chair specially discussed the descriptions/rules and duties of the committee to clarify and provide the guidelines for its work.

The committee members then discussed the guidelines as established at the January 14, 2014 Commission meeting which were as follows:

Approval Pending

Review Rules and Governance Committee Guidelines:

- *Accept assignments from the Commission to consider areas of concern in the Administrative Rules identified at regular Commission meetings.*
- *Independently identify areas of concern in the Administrative Rules and notify the Commission of those concerns.*
- *Determine whether the assigned areas of concern are ripe for further action by Commission.*
- *[Liaise] with the staff of Minneapolis Civil Rights Department and the Minneapolis City Attorney in considering revisions to the Administrative Rules.*
- *Recommend Administrative Rules changes to the Commission.*

There being no other further discussion, the committee by **unanimous consent of the committee members** adopted, without any changes, the definitions.

New Business of the Rules and Governance Committee

Review of administrative rules and “areas of concern”

The Chair then opened the floor for the committee members to review the administrative rules and raise discussion points [*note that a set of parentheses around the name indicates the commission bringing the item to the floor*]. The following working list was developed as the committee’s points of concern:

1. *Typographical Errors (Singleton):* The committee agreed all typographical errors and minor word choices could be submitted as one action item. Commissioner Singleton agreed to identify the errors and work with OPCR staff to incorporate them into the final proposed changes.
2. *Title Change for the Commission Rules (Singleton):* The committee discussed changing the name of the rules from “Administrative” to “Operating” to eliminate confusion with State Administrative Rules.
3. *Term Change to “Committee” (Giraud-Isaacson):* The committee discussed changing the term “sub-committee to “committee” under Rule 8.
4. *Eliminate “as a whole” (Rude):* All agreed to delete “as a whole” from Rule 8 (D and E).

5. *Research and Study Process under Rule 9 (F) (all members)*: The committee expressed its interest in revising the language of the rule to reflect the current practice of requesting a research and study.
6. *Due Dates for Action Items under Rule 10 (B and C) and Rule 8 (generally) (Rude)*: Commissioner Rude stated the committees need to establish completion dates for all action items assigned to each committee, and report back to the Commission after the completion times expire. The committee agreed to reconsider the rule to add language to allow for committees to establish due dates and return dates.
7. *Reporting Commission Activities under Rule 11 (A) (Giraud-Isaacson)*: Commissioner Giraud-Isaacson discussed clarifying how a quarterly list of the Commission's activities would be generated. Dir. Browne reported what has already been done and explained the information could be incorporated into the OPCR quarterly report as needed.
8. *Police Chief's Performance Review (Giraud-Isaacson)*: Commission Giraud-Isaacson raised the issue of identifying when the Chief's performance review would occur and discussed seeking more clarification as to the Commission's contribution under Rule 2 (B)(5).
9. *Public Invitation under Rule 13 (all members)*: The committee addressed two main points governing public comment at meetings:
 - a. Should the public comment time be at the beginning or the end of the meetings?
 - b. Should time limits be set for public comments?

The committee discussed these points. *Giraud-Isaacson* expressed his view that the current rule gives the Chair flexibility to determine the amount of time designated to each speaker during the public comment period. *Giraud-Isaacson* suggested a two minute time limit with the Chair having discretion to allow for more time. *Rude* stated that the committee meetings should follow the same procedure as the Commission meetings. Commissioners *Rude* and *Singleton* addressed adding "...and committee meetings" to the public invitation section of Rule 13.

Approval Pending

After a lengthy discussion, the nine “areas of concern” were **adopted by unanimous consent** as recommended actions to discuss at the next Police Conduct Oversight Commission meeting on March 11, 2014.

Before adjourning, and there now being members of the public present, the Chair allowed David Bicking to address the committee.

With all of the commission’s business being concluded, the chair entertained a motion:

Singleton moved to adjourn.

No discussion. All-in-favor. None opposed.

The motion carried.

Chair Giraud-Isaacson adjourned the meeting at 7:05 p.m.