

November 4, 2005

To: PS&RS Committee Members
From: UCMT, Unity Community Mediation Team, of the PCRC, Police Community Relations Council
Re: PCRC report to the PS&RS Committee

Request from PS&RS Committee to PCRC

1. Agreed upon status on the 82 action items of the mediation agreement
2. Process with timeframe and well defined steps on how mediation agreement will be implemented from this day forward.
3. Mediation agreement budget requirements, including detailed staff assigned and responsibilities
4. Update on officer recruitment and hiring including laterals, CSOs, with breakdown on diversity and current residence, also including hiring schedule with dates for each step of the process
5. Percentage of recruit and cadet classes, 1990-2004, that were protected class with a breakdown by type of protected class.

PCRC Presentation to PS&RS Committee

1. PCRC Co-chair Bill Means, Chair of the PCRC 82 Action Items Committee, will report on the agreed upon status of the action items in the Memorandum of Agreement. Other PCRC members will be recognized to add to this presentation.
 - a. Description of the red, yellow, green format and explanation of why action items were color coded as they were, Report by Co-chair Means and Lt. Larry Doyle
 - b. Characterization of the 25 action items that UCMT declared MPD was in non-compliance in June, 2005 and the current status of these action items, report by Mr. Ron Edwards
 - c.
2. PCRC Co-chair Bill Means, Mark Anderson and PCRC members will present the timeframe for implementation,
 - a. Review of delinquent reports by MPD to date
 - b. Confirmation of reports that will be completed per the Agreement going forward, including a timeline for these reports by Lt. Doyle
 - c. Review of the PCRC committee structure adopted by UCMT in summer of 2005 and proposal that this plan be adopted by PCRC and implemented immediately
3. PCRC Co-chair Rev. Ian Bethel and Chief William McManus will outline the problems associated with a lack of a budget to carry out the Agreement

- and complaint process support and participation steps*
- a. Lack of staff for UCMT and need to fund a part time administrative position through a grant to a UCMT member organization for this purpose
 - b. Lack of resources to hire officers makes it impossible to diversify the MPD
 - c. Compliance Lt. was assigned other responsibilities unrelated to the mediation Agreement which contributed to a breakdown in MPD's fulfillment of its obligations under the Agreement
4. PCRC Co-chair Rev. Ian Bethel and Chief William McManus will report on recruitment and hiring to diversify the workforce to date and the plan to meet the Mayor's stated goal of hiring half of the 71 officers now being recruited and hired from protected classes.
- a. Review of why it is essential to diversify MPD
 - b. Failure to implement the Memorandum of Agreement to date
 - c. Specifics on plan to hire a diverse class of 71 officers including a request to work with Civil Service Board to implement 'expanded certification'
 - d. Plan to implement all action items in the Agreement to maintain this level of diversification after the 71 in hiring to replace officers who leave or in making new hires
5. Report from MPD designee on percentage of recruit and cadet classes, 1990-2004, that were protected class with a breakdown by type of protected class.
6. PCRC Co-chair Rev. Ian Bethel and Mr. Ron Edwards will report on the need for City Council guarantees that MPD will live up to its word by implementing all the provisions it agreed to without delay. Mr. Clyde Bellecourt will renew the request he made to U.S. Department of Justice Mediator, Ms. Patricia Campbell Glenn, that the Mayor and the Chief forward a letter to the PCRC stating whether they will honor the agreement and implement its provisions without any further delay.

Documentation for PS&RS Committee

- a. Memorandum of Agreement (MPD)
- b. Matrix of action items color coded red, yellow and green (MPD)
- c. Calendar for the remaining 3 years of the Agreement: reporting and other action items to be fulfilled and the dates to be completed (MPD)
- d. Proposed PCRC committee structure (Attached)
- e. Memo on mediation Agreement budget requirements, including detailed staff assigned and responsibilities (MPD)
- f. Chart on officer recruitment and hiring including: laterals, CSOs, with breakdown on diversity and current residence, also including hiring schedule with dates for each step of the process (MPD)
- g. Chart on percentage of recruit and cadet classes, 1990-2004, that were protected class with a breakdown by type of protected class (MPD)

Proposed UCMT Governance structure - DRAFT

The UCMT will meet monthly, every first Tuesday at 6 PM. Committee reports of the following will be made at each monthly meeting by Committee Chairs.
The PCRC will meet monthly.

COMMUNITY CRITICAL INCIDENT RESPONSE TEAM (CCIRT)

Members: A minimum of 3 members of the Unity Community Team

Official meeting dates: One week before regularly scheduled UCMT meeting.

Duties:

- 1) Respond to critical incidents such as homicides, violent crimes, and officer involved shootings, and other incidents deemed necessary.
- 2) Call if warranted emergency UCMT meetings, or broader community meetings.
- 3) Provide a report to UCMT of activities that took place in between meetings.

***- What happens when an incident occurs?**

- 1) PCRC administrative assistant (G. Burt) will place a call to the chairperson of the UCMT and to the chairperson of the CCIRT. The PCRC administrative assistant will also inform police incident commander that UCMT members will be coming on the scene to help.
- 2) CCIRT chairperson calls the members of the CCIRT and informs them of what has happened, and the CCIRT committee members determine the next action step, or if any should be taken.
- 3) Information regarding critical incident will be given to the committee secretary, and a critical incident report will be emailed, or hard copy will be provided at next general meeting, to all UCMT members within 24 hours.
- 4) Report incident to UCMT at the general meeting of the UCMT, or at emergency called meeting.
- 5) Follow up on outcome of the event.

UCMT COMPLAINTS COMMITTEE & POLICY (CC&P)

Members: A minimum of 3 members from UCMT.

Official meeting dates: One week before regularly scheduled PCRC meeting.

Duties:

- 1) Review and report progress of 82 action items of the mediation agreement.
- 2) Review non-compliance issues and make recommendations to UCMT, who if needed will follow grievance process laid out in mediation agreement.
- 3) Report progress of action items to UCMT at general meeting.
- 4) CC&P members make recommendations to UCMT if no progress, to determine follow-up actions.

Proposed UCMT Governance structure - DRAFT

UCMT FINANCE COMMITTEE

Members: A minimum of 3 members from UCMT.

Official meeting dates: One week before general PCRC meeting

Duties:

- 1) Assist MPD is seeking funding opportunities to fund action items listed in the mediation agreement.
- 2) Report activities and recommendations to the UCMT at general meeting.

UCMT COMMUNICATIONS SUB-COMMITTEE

Members: A minimum of 3 members UCMT.

Official meeting dates: One week before general PCRC meeting

Duties:

- 1) Issue media statements under direction of the UCMT.
- 2) Send all appropriate correspondence to members of the UCMT via email or provide hard copy at next general meeting, in a timely manner.
- 3) Responsible for all communications approved by the UCMT.

UCMT RECRUITMENT, HIRING AND TRAINING COMMITTEE (RHT)

Members: A minimum of 3 members from UCMT.

Official Meeting dates: One week prior to general PCRC meeting

Duties:

- 1) Monitor and set time lines to all training components specified in the Federal Mediation Agreement.
- 2) Recommend to the UCMT, a diverse group of culturally competent professional and/or qualified community members, to train MPD in accordance with specified components of the Federal Mediation Agreement.
- 3) Monitor hiring and promotions of the MPD as laid out in the Federal Mediation Agreement.
- 4) RHTC members report noncompliance concerns to the UCMT Compliance and Policy Committee for follow-up action.

ALL THE ABOVE COMMITTEE CHAIRS WILL BE RESPONSIBLE FOR CONTRIBUTING TO THE ANNUAL REPORT BY THE NOVEMBER 1ST. OF EACH CALENDAR YEAR.

THE REPORTS WILL BE REVIEWED AND APPROVED BY THE UCMT COMMITTEE OF THE WHOLE, AT THEIR DECEMBER MEETINGS.