



## **1<sup>st</sup> Quarter Review-Meeting Agenda**

Thursday, April 25, 2025

City-County Building – Small Assembly Room

6:00 P.M.

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- I. Call to Order
  - II. Welcome
  - III. Mission/Vision/Rules of Decorum
  - IV. Approval of 2023-Q2 Meeting Minutes
  - V. Executive Director's Report
  - VI. Subcommittee Reports
    - a. Audio/Visual
    - b. Racial Profiling
    - c. Operations/Case Review
  - VII. Case Matters Addressed by the Committee
  - VIII. Committee Business
    - a. Election of Chair and Vice-Chair
  - IX. Speaker – KPD; Genoa Clark (Choice Health Network)
  - X. Public Forum
  - XI. Community Updates
  - XII. Adjourn



### **MISSION**

The mission of the Police Advisory & Review Committee (PARC) is to provide community members of the City of Knoxville a civilian oversight committee that audits the discipline process, policies, and procedures of the Knoxville Police Department (KPD).

### **PURPOSE**

The purpose of PARC is to strengthen the relationship between community members of the City of Knoxville and the Knoxville Police Department, by providing a timely, fair, and an objective review of community complaints.

PARC also assists community members in navigating the investigative process after filing a complaint with KPD.

### **RULES OF DECORUM**

- Those who wish to speak during public forum - should sign up by contacting the PARC office ahead time or by signing up in person prior to the start of the meeting at 6:00 p.m.
- All speakers will be given 5 minutes.
- Please do not use profanity and remember to stay on topic.
- Those who fail to adhere to those rules may be ruled *Out of Order* and asked to step away from the podium.
- For those who are listening, please note that you may not disrupt a public meeting from the audience. Those who do may be asked to leave.

**We appreciate everyone's respect for these rules.**



**Regular Quarterly Meeting Minutes**  
**City of Knoxville Police Advisory Review Committee (PARC)**  
**Quarter: 3 & 4 2023**

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Thursday, January 25, 2024      6:00 PM EST      Small Assembly Room, City-County Building

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**1. Call to Order**

The meeting was called to order at 6:00 PM EST by Chair Jonathon Haskell.

**2. Welcome**

Chair Jonathan Haskell welcomed the audience.

**3. Mission/Vision/Rules of Decorum**

Heidi Barcus directed the audience to the Rules of Decorum in the literature available to the public at the meeting.

**4. Roll Call**

Member Name	Title	Status	Arrived
Jonathan Haskell	Chair	Present	
Cynthia Deitel	Member	Present	
Reico Hopewell	Member	Absent	
Leticia Flores	Member	Present	
Saadia Williams	Member	Present	
Heidi Barcus	Member	Present	

Also in attendance: Jered Croom (PARC Executive Director);, Chief Paul Noel (KPD), Deputy Chief Bruce Guyton (KPD), Captain Brian Evans (KPD), Lt. Will Wilson (KPD), and Ron Mills (Deputy Law Director).

**5. Approval of 2023-Q2 Meeting Minutes**

At the time of the agenda item, there was no quorum. This agenda item was tabled for later discussion and action. After Heidi Barcus arrived, the Committee revisited. Motion to adopt the minutes by Leticia Flores and properly seconded by Heidi Barcus. Unanimous consent.

**6. Executive Director's Report**

Given by PARC Executive Jered Croom.

**Audit of Discipline Process**

The committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the second quarter audits are as follows:

<b>Total OPS Cases Audited by the Committee</b>	7
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<b>Officer(s) Disciplined</b>	5
<b>Civilian Employee(s) Disciplined</b>	0

<b>Disciplines Imposed by KPD</b>	<b>Number of Officers</b>
Written Reprimand	1
Oral Reprimand	0
Verbal Counseling	3
Suspension	0
Termination	1

*\*\*1 officer resigned prior to the conclusion of the investigation\*\**

### **Audits of KPD Policies and Procedures**

The Executive Director reviewed the following ordinances, policies, and procedures as part of the evaluation of the Internal Affairs Investigations and complaints.

- General Orders: None
- Code of Conduct:
  - 1.04 - Conformance to Laws
  - 1.19 - Unbecoming Conduct
  - 1.27 - Unexcused Absence (Daily)
  - 1.33 - Submitting False Reports
  - 2.04 - Conduct – General
  - 3.00 - Courtesy

### **Advocacy**

The Executive Director met the following individuals:

- KPD to discuss: working relationship between KPD and PARC, quarterly cases, and KPD's Community Outreach efforts:
  - Chief Noel / OPS staff
  - Witness officer disciplinary hearings
  - Community Mediation Center
  - Citizen Complaint Review Board (CCRB) of NYC

The Executive Director and Investigative Manager also met with members of the community to discuss concerns about law enforcement, receive complaints, answer questions, and offer assistance with concerns.

### **Networking, Speaking Engagements, and Training**

- The Executive Director:
  - Speaking Engagement:
    - Green Magnet Academy
    - KPD Citizens Police Academy
    - School of Social Work at UTK
    - Neighborhood Advisory Council panel discussion
    - Community Spelling Bee at Phyllis Wheatley Center
  - Networking/Training:
    - Executive Director attended NACOLE webinar training
    - Attended KCDC block parties/back to school parties
    - Attended the Tennessee Black Caucus Town Hall
    - Met with Juvenile Court Director: Richard Bean Juvenile Detention Center
    - Met with Director of Centro Hispano
    - Met with Muslim Community of Knoxville
    - Met with the YWCA: Phyllis Wheatley Center
    - Met with Knoxville Jewish Community Leaders
    - Met with Knoxville Area Urban League



- Community Office Hours at KCDC
  - Firefighter Memorial Service
  - SEED Green Tie Gala
  - Interviewed by Knox News Sentinel
  - KPD Promotion Ceremony
  - Parks and Rec Halloween Event
  - Violence Interruption Committee Meeting
  - NACOLE National Conference
  - PARC Board Training
  - 21<sup>st</sup> Century Policing and KPD Strategic Planning Sessions
  - Call with CALEA accreditation personnel
  - Christmas in Burlington Event
- The Investigative Manager:
    - Completed the Citizen Police Academy
    - Attended KCDC block parties/back to school parties
    - Met with clergy from Episcopal Diocese of East Tennessee
    - Attended NACOLE webinar training
    - Community Office Hours – Phyllis Wheatly Center
    - KPD Promotion Ceremony
    - Parks and Rec Halloween Event
    - Homeless Coalition Meetings
    - NACOLE National Conference
    - Meeting with CCRB – NYC
    - KCDC Christmas Party – 5 Points

## 7. Subcommittee Reports

- a. Audio/Visual – given by Cynthia Deitel

Of the four (4) Referral Action Forms and seven (7) Internal Affairs Cases reviewed by the PARC, there were (2) cases with documented audio and video recordings based on body worn cameras and/or the incident taking place in the vicinity of the officers' patrol vehicles and within a recordable range.

**The Audio/Video Subcommittee submits the following findings for our 2nd Quarter review:**

File Number	Type of Report	Review
1	IAU Case 23-2898	There was no applicable audio/video for this case.
2	IAU Case 22-2908	The audio/video equipment for the involved officer was functioning properly and captured the incident being reviewed.
3	IAU Case 23-2908	This case appears twice because it involves two (2) different officers. Please note the same IAU Case Number. The review is same as above.
4	IAU Case 23-2909	There was no applicable audio/video for this case.
5	IAU Case 23-2910	There was no applicable audio/video for this case.
6	IAU Case 23-2913	There was no applicable audio/video for this case.
7	IAU Case 23-2919	There was no applicable audio/video for this case.

### Summary



The Knoxville Police Department's General Order 2.16 (Digital Audio/Video Recording Equipment) details that Officers and vehicles equipped with audio/video recording equipment shall be in a record mode at all times when there is potential for contact with a person in the community, whether on-duty, or during secondary employment. The purpose of digital audio/video recording equipment is to monitor all contacts with a person in the community in all situations possible. In addition, Knoxville Police Department requires Sergeants to review officers' audio and visual footage twice per month (at random) to ensure that their equipment is operating properly.

- b. Racial Profiling – given by Saadia Williams.

There were **5** alleged racial profiling/bias based policing cases reviewed by PARC during this Quarter review.

**KPD Policy and Procedure Reviewed:**

**General Order 1.41 Bias Based Policing**

**I. Policy**

It is the policy of Knoxville Police Department that we are committed to preserving the peace and maintaining order in the City of Knoxville by practicing bias-free policing and respecting the rights and dignity of all citizens.

**II. Definition**

Bias Based Profiling- The practice of stopping, detaining or searching a person based solely upon a common trait or a group that includes but is not limited to their race, color, ethnicity, age, gender, sexual orientation, religion, economic status, or any other identifiable group characteristic.

- c. Operations/Case Review – given by Tyrone Beach.

*The following report provides a total for the quarter(s) cases.*

<b>KPD</b>	
Closed IAU and/or Referral Action Form Cases	<b>7</b>
<b>PARC</b>	
Community Complaints received via PARC office	27
Community Complaints referred to IAU or a Captain	<b>6</b>
<b>-Total Cases Received</b> *Includes IAU and Complaints to PARC	43
<b>-Total Case(s) Pending-</b> *Complaint(s) that are awaiting review by PARC upon the completion of a KPD investigation.	<b>19</b>
<b>-Total Cases Closed-</b>	<b>24</b>



*Overall number of cases reviewed and closed by PARC staff	
<b>-Resolution of Community Complaint Cases-</b>	
PARC Staff	<b>16</b>
KPD *KPD contacted the complainant and the complainant decided to not move forward with a formal investigation <b>or</b> KPD conducted the investigation and shared their findings with the complainant directly	<b>6</b>
Mediation: PARC Staff & KPD *PARC staff met with the complainant and KPD to provide mediation services to resolve issues & concerns	<b>0</b>
Referrals to Appropriate Agencies *PARC office received a call(s) regarding issues involving other law enforcement departments	<b>6</b>

**PARC  
Year-to-Year Comparison Operations Report**

	<b>1/1/22-12/31/22</b>	<b>1/1/23-7/31/23</b>
Total Cases brought to PARC from 9/22/98 to Present	2713	2803
Total Cases Closed from 9/22/98 to Present	2650	2724
Cases Resolved by PARC Office	18	43
Resolved by Mediation between PARC office and KPD	0	1
Resolved by KPD	20	8
Referrals to Appropriate Agencies	3	12
Total Cases Pending	1	19
PARC Cases Referred to IAU or Captain for the year	14	8
IAU Cases Reviewed by PARC Staff and Committee		
• Internal Affairs	13	30
• Referral Action Forms	8	0

**8. Speaker**

The guest speaker was the K-9 unit provided by KPD.

**9. Case Matters Addressed by the Committee**

- a. IAU Case 23-2898

There was no discussion or additional questions on the additional cases.

**Internal Affairs Unit Case Review**



File #	Case Type	Complaint Type	Internal Affairs Unit Findings
1	IAU Case # 23-2838	Code of Conduct 1.33 - Submitting False Reports	Third Degree – Exonerated
2	IAU Case # 23-2908(a)	Code of Conduct 3.00, Courtesy	First Degree – Sustained Third Degree – Exonerated
3	IAU Case # 23-2908(b)	Code of Conduct 3.00, Courtesy	First Degree – Sustained Third Degree – Exonerated
4	IAU Case # 23-2909	Code of Conduct 2.04, Conduct – General	First Degree – Sustained
5	IAU Case # 23-2910	Code of Conduct 2.04, Conduct – General	First Degree – Sustained
6	IAU Case # 23-2913	Code of Conduct 3.00, Courtesy	First Degree – Sustained
7	IAU Case # 23-2919	Codes of Conduct 1.04 - Conformance to Laws, 1.19 - Unbecoming Conduct, 2.04 - Conduct – General, 1.27 - Unexcused Absence (Daily)	First Degree – Sustained

**Meanings:**

**Referral Action Form-** Complaints consists of: rudeness, language, courtesy, citations issues, etc. may be documented on a "Referral Action Form" and forwarded to the Officers Supervisor. The Internal Affairs Unit (IAU) typically does not conduct investigations related to referrals, but will review all referrals to ensure their accuracy and completion.

**Internal Affairs Unit Case:** Complaints that consist of: deadly force, allegations of corruption, misuse of force, criminal misconduct, etc. will be investigated by the Internal Affairs Unit. Should an investigation uncover criminal conduct it would be turned over to the Criminal Investigative Unit (CID) of the Knoxville Police Department or in some cases the Tennessee Bureau of Investigation (TBI).

The Police Advisory and Review Committee (PARC) is tasked with either concurring or not concurring with the completeness of case investigations provided for review by KPD's Internal Affairs Unit, in which committee members are able to ask questions and address concerns pertaining to the cases reviewed. PARC cannot impose discipline upon KPD officers. Instead, recommendations for discipline can be made to the Chief of Police at which they decide how to move forward.

**Disposition Classifications:**

**First Degree-Sustained:** The allegation is supported by sufficient evidence to believe the incident occurred. Recommendation for appropriate disciplinary action is made.

**Second Degree-Not Sustained:** Investigation discloses insufficient evidence either to prove or disprove the allegation.

**Third Degree-Exonerated:** The incident complained of occurred; however, the actions of the employee were lawful and proper.

**Fourth Degree- Unfounded:** The investigation disclosed that the allegation complained of never occurred and is therefore false





**Fifth Degree-Policy Failure:** If the complaint investigation concludes that the allegation is true, but the employee's actions were consistent with department policy, the complaint will be classified as "exonerated-policy failure".

**Sixth Degree-Partially Sustained:** The incident has two (2) or more allegations and at least one (1) of the allegations is sustained.

**Seventh Degree-Infraction Not Based Upon Original Complaint:** A substantiated infraction not mentioned in the initial allegation was disclosed by the investigator.

## 10. **Committee Business**

### 11. **Public Forum**

- a. Robert A. Lee  
Knoxville, TN

### 12. **Community Updates**

There were no community updates.

### 13. **Adjournment**

Heidi Barcus moved to adjourn, properly seconded by Cynthia Deitel. Unanimous consent.



## Executive Director's Report

**1st Quarter 2024**

### **Audit of Discipline Process**

The committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the second quarter audits are as follows:

<b>Total IAU Cases Audited by the Committee</b>	0
<b>Officer(s) Disciplined</b>	0
<b>Civilian Employees Disciplined</b>	0

<b>Disciplines Imposed by KPD</b>	<b>Number of Officers</b>
Written Reprimand	0
Oral Reprimand	0
Verbal Counseling	0
Suspension	0
Termination	0

### **Audits of KPD Policies and Procedures**

The Executive Director reviewed the following ordinances, policies, and procedures as part of the evaluation of the Internal Affairs Investigations and complaints.

General Orders:                      Standard Operating Procedures:

### **Advocacy**

The Executive Director met the following individuals:

- KPD
  - Chief Noel / OPS staff (Standing Bi-Monthly Meeting)
  - Attended officer disciplinary hearings



- Public Defenders Office
- Juvenile Court Board of Trustees
- Knoxville Family Justice Center
- Knox County District Attorney's Office
- Knox County Public Defender's Office

## **Networking, Speaking Engagements, and Training**

### **Speaking Engagements:**

- Beaumont Magnet Academy
- Knox County Juvenile Court
- LMU Duncan School of Law
- Knoxville Bar Association
- KPD Recruit Class Presentation
- Empower Knox Youth Summit
- Beck Center Black History Month Program: The Talk

### **Networking/Training:**

- Tank Strickland Leadership Luncheon
- YWCA Diversity Day
- NAACP Meeting
- Centro Hispano Career and Resource Fair
- East District Commanders Forum
- Vine Middle Magnet Steering Committee
- Reflective Supervision Seminar: UT School of Social Work
- Fair Housing Enforcement Focus Group
- Intro to Knox Session
- Vine Middle Magnet Partnership Coalition Meeting
- Central Commanders Forum Meeting



**Audio Video Report  
1st Quarter  
(January 1- March 31, 2024)**

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Of the zero (0) Referral Action Forms and zero (0) Internal Affairs Cases reviewed by the PARC, there were zero (0) cases with documented audio and video recordings based on body worn cameras and/or the incident taking place in the vicinity of the officers' patrol vehicles and within a recordable range.

**The Audio/Video Subcommittee submits the following findings for our 2nd Quarter review:**

File Number	Type of Report	Review
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**Summary**

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The Knoxville Police Department's General Order 2.16 (Digital Audio/Video Recording Equipment) details that Officers and vehicles equipped with audio/video recording equipment shall be in a record mode at all times when there is potential for contact with a person in the community, whether on-duty, or during secondary employment. The purpose of digital audio/video recording equipment is to monitor all contacts with a person in the community in all situations possible.

In addition, Knoxville Police Department requires Sergeants to review officers' audio and visual footage twice per month (at random) to ensure that their equipment is operating properly.



**Racial Profiling Report**  
**1<sup>st</sup> Quarter**  
**(January 1 – March 31, 2024)**

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There were 0 alleged racial profiling/bias-based policing cases reviewed by PARC during these Quarter reviews.

**KPD Policy and Procedure Reviewed:**

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**General Order 1.41 Bias Based Policing**

I. **Policy**

It is the policy of Knoxville Police Department that we are committed to preserving the peace and maintaining order in the City of Knoxville by practicing bias-free policing and respecting the rights and dignity of all citizens.

II. **Definition**

Bias-Based Profiling- The practice of stopping, detaining or searching a person based solely upon a common trait or a group that includes but is not limited to their race, color, ethnicity, age, gender, sexual orientation, religion, economic status, or any other identifiable group characteristic.



## 1st Quarter Operations Report (January 1- March 31, 2024)

*The following report provides a total for current Quarter Cases*

<b>-Cases Reviewed-</b>	
<b>KPD</b>	
Closed IAU and/or Referral Action Form Cases	<b>0</b>
<b>PARC</b>	
Community/Anonymous Complaints received via PARC office	<b>25</b>
Community/Anonymous Complaints referred to IAU or a Captain	<b>1</b>
<b>-Total Cases Received</b>	
*Includes IAU and Complaints to PARC	<b>26</b>
<b>-Total Case(s) Pending-</b>	
*Complaint(s) that are awaiting review by PARC upon the completion of a KPD or PARC investigation.	<b>18</b>
<b>-Total Cases Closed-</b>	
*Overall number of cases reviewed and closed by PARC staff	<b>6</b>
<b>-Resolution of Community Complaint Cases-</b>	
PARC Staff	<b>6</b>
KPD	<b>0</b>
*KPD contacted the complainant and the complainant decided to not move forward with a formal investigation <b>or</b> KPD conducted the investigation and shared their findings with the complainant directly	
Mediation: PARC Staff & KPD	<b>0</b>
*PARC staff met with the complainant and KPD to provide mediation services to resolve issues & concerns	
Referrals to Appropriate Agencies	<b>8</b>
*PARC office received a call(s) regarding issues involving other law enforcement departments	



**PARC**  
**Year-to-Year Comparison Operations Report**

	<b>1/1/23- 12/31/23</b>	<b>1/1/24- 12/31/24</b>
Total Cases brought to PARC from 9/22/98 to Present	2803	2829
Total Cases Closed from 9/22/98 to Present	2724	2730
Cases Resolved by PARC Office	43	43
Resolved by Mediation between PARC office and KPD	1	0
Resolved by KPD	8	0
Referrals to Appropriate Agencies	12	8
Total Cases Pending	19	18
PARC Cases Referred to IAU or Captain for the year	8	1
IAU Cases Reviewed by PARC Staff and Committee		
- Internal Affairs	30	0
- Referral Action Forms	0	0



**2024 1<sup>st</sup> Quarter  
Internal Affairs Unit Case Review**

File #	Case Type	Complaint Type	Internal Affairs Unit Findings
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**Meanings:**

Referral Action Form- Complaints consists of rudeness, language, courtesy, citations issues, etc. may be documented on a "Referral Action Form" and forwarded to the Officers Supervisor. The Internal Affairs Unit (IAU) typically does not conduct investigations related to referrals, but will review all referrals to ensure their accuracy and completion.

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The Police Advisory and Review Committee (PARC) is tasked with either concurring or not concurring with the completeness of case investigations provided for review by KPD's Internal Affairs Unit, in which committee members are able to ask questions and address concerns pertaining to the cases reviewed. PARC cannot impose discipline upon KPD officers. Instead, recommendations for discipline can be made to the Chief of Police at which they decide how to move forward.

**Disposition Classifications:**

**First Degree-Sustained**: The allegation is supported by sufficient evidence to believe the incident occurred. Recommendation for appropriate disciplinary action is made.

**Second Degree-Not Sustained**: Investigation discloses insufficient evidence either to prove or disprove the allegation.

**Third Degree-Exonerated**: The incident complained of occurred; however, the actions of the employee were lawful and proper.





**Fourth Degree- Unfounded:** The investigation disclosed that the allegation complained of never occurred and is therefore false

**Fifth Degree-Policy Failure:** If the complaint investigation concludes that the allegation is true, but the employee's actions were consistent with department policy, the complaint will be classified as "exonerated-policy failure".

**Sixth Degree-Partially Sustained:** The incident has two (2) or more allegations and at least one (1) of the allegations is sustained.

**Seventh Degree-Infraction Not Based Upon Original Complaint:** A substantiated infraction not mentioned in the initial allegation was disclosed by the investigator.