

Police Advisory and Review Committee
October 28, 2021 (3rd Quarter)
Meeting Minutes

Meeting was called to order by Community Empowerment Director, Charles Lomax at 6:05 p.m.

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| PARC Members Present | Ken St. Germain, Star Starks, Dr. Leticia Flores, Heidi Barcus, Jenaè Easterly |
| PARC Members Absent | Frank Shanklin, Jered Croom |
| PARC Staff Present | Marcus Rudolph, Investigative Manager |
| KPD/City of Knoxville Staff | Sgt. Amanda Bunch, Attorney Ron Mills, |

Introduction:

Community Empowerment Director, Charles Lomax welcomed attendees to the 3rd Quarter Police Advisory and Review Committee meeting.

Approval of Minutes:

XXX moved to approve the minutes of the XXX meeting; XXX seconded the motion. There were no changes or adjustments to the minutes and they were approved unanimously.

Executive Director's Report

Charles Lomax gave the following Executive Director's report for the 3rd Quarter.

Audit of Discipline Process:

The committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the 3rd quarter audits were as followed.

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| Total Cases Audited by Committee | 5 |
| Officers Disciplined | 2 |
| Civilian Employees Disciplined | 0 |

| Disciplines Imposed | Number of Officers | Number of Civilian Employees |
|----------------------------|---------------------------|-------------------------------------|
| Written Reprimand | 1 | 0 |
| Oral Reprimand | 0 | 0 |
| Verbal Counseling | 1 | 0 |
| Suspension | 0 | 0 |

Members of the PARC concur with the Internal Affairs Units conclusion of the 5 cases reviewed.

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 brought to the PARC office:

- ☐ General Order 2.3 (Prisoner Transportation)
- ☐ Standard Operating Procedure 3.00 (Courtesy)

Advocacy

Efforts to strengthen the relationship between the community and KPD

The Executive Director:

- Participated in meetings with the Mayor, representatives from City departments and community agencies to discuss concerns and opportunities to improve public safety in Knoxville.

The Executive Director and Investigative Manager:

- Met and communicated regularly with the Knoxville Police Department Chief of Police and staff. Topics of discussion included complaints and questions brought to PARC, cases reviewed by PARC, KPD training, KPD recruitment, violence prevention, approaches to public safety and community engagement.
- Met with members of the community to discuss concerns about law enforcement, receive complaints, answer questions and offer assistance with addressing concerns.

Networking, Outreach, and Training

The Executive Director:

- Provided training on PARC to KPD recruits and supervisors
- Participated in workshops and webinars focused on police policies hosted by the Obama Foundation.
- Attended trainings in Memphis, TN and Louisville, KY focused on violence intervention, community engagement, stakeholder engagement and public safety policies.
- Participated in East Tennessee Civil Rights Working Group. The Working group includes advocates, representatives from civil rights organizations and members of law enforcement.
- Empower Knox Community Engagement Manager and City's United held a stakeholders meeting with several members of the Knoxville Community to discuss violence prevention, including service providers, violence-impacted persons, and youth.
- Continues to serve as the Mayor's representative on the Family Justice Center and East Tennessee Historical Society Boards of Directors. The Executive Director serves on the Board of Directors and Transformational Impact Plan Committee for the United Way of Greater Knoxville and the Executive Committee of the Knoxville Branch NAACP.

The Investigative Manager:

- Provided training to Community Empowerment Department staff on the basics of mediation.
- Continues to serve on the State of Tennessee Alternative Dispute Resolution Committee and the Community Mediation Center Board of Directors.

The Executive Director and Investigative Manager:

- Participated in Mayor's Night Out events in North and South Knoxville
- Participated in the NACOLE Virtual Conference

Speaking Engagements

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| July 16, 2021 | The Executive Director served as the keynote speaker for the opening session of the Race Relations Symposium hosted by Blount County NAACP and Blount County United. The subject of the session was "systemic racism and its impact on communities." |
| August 29, 2021 | The Executive Director presented information about PARC to members of the Mayor's Youth Council and talked with Youth Council members about the impact of violence on communities and opportunities for youth engagement. |

On August 31, 2021, Executive Director Middlebrook was appointed by Mayor Kincannon to serve as the Director of the Office of Community Safety.

Subcommittee Reports

Audio/Video:

Committee member Dr. Leticia Flores provided the 3rd Quarter Audio/Visual Report.

Of the four (3) Referral Action Forms and one (1) Internal Affairs Case reviewed by the PARC, there were four (4) cases with documented audio and video recording based on body worn cameras and/or the incident taking place in the vicinity of the officers' patrol vehicles and within a recordable range.

Audio/Video Subcommittee submits the following findings for our 3rd Quarter review.

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| File 1 | Referral Action Form | The officer's body-worn camera was functioning properly and clearly captured the officer's interactions with the parties involved in the incident. The video footage was critical to investigating the complaint. |
| File 3 | Referral Action Form | The audio/video equipment for the involved officers was functioning properly and captured the incident being reviewed. |
| File 4 | Referral Action Form | The officer's audio/video equipment was functioning properly, captured the interaction with individuals involved in the incident, and provided information necessary to investigate the allegations. |

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| File 5 | IAU Case 21-2849 | PARC did not receive body-worn or in-car video related to this investigation. Video footage from the prisoner transportation wagon was reviewed but did not provide insight into the investigated matters. |
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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.

We would also like to mention that the Knoxville Police Department requires Sergeants to review officers' audio and visual footage twice per month to ensure that their equipment is operating properly.

Racial Profiling:

Committee member Jered Croom provided the Racial Profiling Report for the 3rd Quarter. There were no alleged racial profiling cases reviewed by PARC this quarter.

Operations:

Committee member Ken St. Germain provided the Quarter-to-Date Operations Report for July 1, 2021-September 30, 2021

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| Total Cases for the Quarter | 14 |
| Cases Closed in the Quarter | 15* |
| Resolution of Cases Closed for the Quarter | |
| Executive Director | 4 |
| PARC Investigative Manager | 6 |
| Mediation: Executive Director & KPD | 0 |
| Referrals to Appropriate Agencies | 4 |
| KPD | 1 |
| Total Cases Resolved | 15 |
| Total Cases Pending for the Quarter | |
| PARC Initiated Cases Referred to IAU | 3 |
| IAU Completed Cases Reviewed by PARC for the Quarter | 1 |
| IAU Referral Action Forms Reviewed by PARC for the Quarter | 4 |
| IAU Initiated Referrals and Cases | 0 |

*Includes 2 cases from 2021-2nd Quarter

Training Session:

Executive Director, Kathy Ellis from the Family Justice Center presented to the committee about the agency's services.

Case Matters Addressed by the Committee:

File 2: Regarding courtesy and rudeness. Committee member commented to KPD that officers should be mindful that when people are going through certain situations that officer's attitudes can result in positive or negative responses/feelings from complainants.

File 5: Regarding Prisoner Transportation. Committee member asked a question regarding how an officer conducted a Terry Pat and their failure to find a concealed gun.

Committee Business and Concerns to be addressed:

No committee business and/concerns were shared.

Public Forum:

Four members of the community requested to speak during public forum.

Community Updates:

No community updates were given.

Adjourn:

Committee member made a motion to adjourn the meeting. The motion was seconded by another committee member.