

MEETING MINUTES

CIVILIAN POLICE REVIEW AND ADVISORY BOARD

April 4, 2023, 7:00 p.m. Public Safety Building, Main Level Conference Room 300 Spruce Street,
Morgantown, WV 26505

CALL TO ORDER: Megan Gandy motioned to call the meeting to order.

Richard Burks seconded.

Members present included Richard Burks, Robert Cohen, Rachel Fetty, Megan Gandy, and Nicole Lauffer

INTRODUCTIONS: Advisory Board members introduced themselves, describing their background, expertise, and interest in serving on the Civilian Police Review and Advisory Board.

NEW BUSINESS

A. Election of Officers: Officers were selected for the term of one year as follows.

Rachel Fetty nominated Richard Burks for Chair of the Board

Nicole Lauffer seconded.

Richard Burks was voted for unanimously as Chair.

Robert Cohen nominated Rachel Fetty for Vice Chair of the Board

Megan Gandy seconded.

Rachel Fetty was voted for unanimously as Vice-Chair

Megan Gandy nominated Nicole Lauffer for Secretary of the Board

Richard Burks seconded.

Nicole Lauffer was voted for unanimously as Secretary.

B. Training Requirements: The need for Board training was discussed, with major training items including training from the National Association for Civilian Oversight of Law Enforcement (NACOLE).

Board Comments:

Richard Burks emailed NACOHE about training and asked what training they think we need. He is waiting to hear back.

There was discussion of also instituting public education components, including offering some of the training that the group receives to interest members of the public.

There was discussion of setting up a public education opportunity run by NACOLE.

One training requirement for Board members will be a ride-along with an MPD police officer.

C. Need for Bylaws: The need for bylaws to guide and inform Board activities and processes was discussed.

Board Comments:

Rachel Fetty suggested the possibility of asking NACOLE for input on bylaws once they are drafted or asking for model bylaws from the organization.

Board members discussed researching similar Boards to identify bylaws examples.

D. Plans for Next Meeting:

Board Comments:

The Board discussed priorities and interests for upcoming meetings.

Board Comments:

The Board discussed the necessity of implementing committees to focus on different aspects of bylaws and Board responsibilities.

Nicole Lauffer made a motion to establish a bylaws committee.

Richard Burkes seconded.

Board members voted unanimously to establish a bylaws committee with Richard Burks, Nicole Lauffer and Robert Cohen volunteering for the committee.

Nicole Lauffer motioned to establish a training committee.

Rachel Fetty seconded.

Board members voted unanimously to establish a training committee with Richard Burks and Megan Gandy volunteering for the committee.

Nicole Lauffer motioned to establish a community outreach committee.

Richard Burks seconded.

Board members voted unanimously to establish a community outreach committee with Megan Gandy, Nicole Lauffer, Robert Cohen, and Rachel Fetty volunteering for the committee, with Megan Gandy to lead the effort.

Megan Gandy motioned to establish a committee on statistical data and reporting.

Nicole Lauffer seconded.

Board members voted unanimously to establish a statistical data and reporting committee with Richard Burks and Megan Gandy volunteering for the committee.

The Board discussed the need to set up regular recurring agenda items.

There was an informal discussion among members about the importance of including a public comments section during the meeting and when the best timing would be for before agenda items or after agenda items have been addressed.

There was a discussion of setting up items on the agenda for a report from the police department on different information as a recurring meeting item.

There was a discussion as to including agenda space for a report from at least the by-laws committee and the training committee, and possibly all committees on progress made on different items.

There was a discussion of leaving space on the agenda for different training items and presentations.

Robert Cohen suggested that the Board meet more than the required once per month.

Discussion of upcoming meeting priorities included meeting with Chief Powell and identifying which items the Board would like to discuss.

Nicole Lauffer took an action item to draft a letter to reach out to Chief Powell for scheduling.

Richard Burks suggested holding future meetings earlier in the evening at the city building.

ADJOURNMENT: Megan Gandy motioned to call adjourn the meeting.

Nicole Lauffer seconded.