



NOTICE OF REGULAR MEETING

URBANA CIVILIAN POLICE REVIEW BOARD

DATE: Wednesday, December 4, 2013

TIME: 5:30 P.M.

PLACE: Executive Conference Room
Urbana City Building
400 South Vine Street, 2nd Floor
Urbana, Illinois 61801

AGENDA

1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM
2. CHANGES TO THE AGENDA
3. APPROVAL OF MINUTES
4. STAFF REPORT
5. PUBLIC PARTICIPATION
6. OLD BUSINESS
 - A. Community Outreach Subcommittee Report
7. NEW BUSINESS
 - A. Discussion of Classification of Complaints
8. ANNOUNCEMENTS
 - A. Urbana City Council – IDOT Traffic Stop Study Session
 - B. UPD Ride-Along Reminder
 - C. CPRB Vacancy
9. ADJOURNMENT

URBANA CIVILIAN POLICE REVIEW BOARD
MINUTES
July 24, 2013

MEMBERS PRESENT: Tom Costello, Scott Dossett, Diane Gottheil, James McNeely,
Ivy Williams

MEMBERS NOT PRESENT: Ricardo Díaz, Grace Mitchell

STAFF PRESENT: Todd Rent, Human Relations Officer; Patrick Connolly, Chief, Urbana
Police Department

1. CALL TO ORDER AND ROLL CALL

Chair Costello called the meeting of the Urbana Civilian Police Review Board to order at 5:30 p.m. Roll was taken and a quorum was present.

2. CHANGES TO THE AGENDA

Mr. Rent proposed that the presentation by Chief Connolly (New Business item A on the agenda) be moved to item number four on the agenda (after Approval of Minutes, before Staff Report). There was no objection.

3. APPROVAL OF MINUTES

The minutes of the January 23, 2013 quarterly meeting were reviewed by the Board. Ms. Gottheil made a motion that the minutes be approved as presented. Ms. Williams seconded the motion. Chair Costello called for a voice vote. All were in favor. The motion carried unanimously.

4. NEW BUSINESS

A. Presentation by Chief Connolly: Police-Interaction Training

Chief Connolly gave a brief introduction to the above referenced training program, which is part of University of Illinois Police Training Institute curriculum. Chief Connolly then introduced Michael Schlosser, Ph.D., Director of the Police Training Institute at the University of Illinois. Dr. Schlosser gave an approximately 20-minute overview of the training course entitled, "De-escalation & Non-escalation Training: Verbal Defense & Influence." Comments and questions from the Board were addressed by Dr. Schlosser and Chief Connolly following Dr. Schlosser's presentation.

5. PUBLIC PARTICIPATION

There was none.

6. OLD BUSINESS

A. 2012 Annual Report Review and Approval

Mr. Rent introduced this agenda item. The Board briefly discussed the idea of reviewing the draft report once more before approving and forwarding it to City Council. Members of the Board noted that the draft report had already been reviewed twice prior to this meeting; Chair Costello asked that the same be noted in the record. Mr. Dossett stated that he would be willing to put forth a motion to approve the draft report at this meeting. Mr. McNeely stated that he would be willing to second such a motion, were it to be made.

Mr. Dossett made a motion that the Board approve the draft 2012 Annual Report. Ms. Gottheil seconded the motion. With no further discussion Chair Costello called for a voice vote. All were in favor. The motion carried unanimously.

7. NEW BUSINESS (continued)

A. Outreach Discussion

Due to staff constraints on the Human Relations Office Mr. Rent recommended that the Board create an outreach subcommittee. He noted that that the Human Relations Office would continue to provide the necessary resources to the subcommittee. Ms. Gottheil and Ms. Williams volunteered to serve on the subcommittee; Mr. Dossett volunteered to be an alternate. Mr. Rent offered his presence at any subcommittee meetings should the members of the subcommittee deem it necessary. Mr. Rent also reminded the Board of the requirements of the Illinois Open Meetings Act with regards to subcommittee meetings.

8. ANNOUNCEMENTS

A. Police Ride-alongs

Mr. Rent reminded Board members of the requirement that each of them complete a total of four hours of police ride-alongs per calendar year.

B. Draft Rule Governing the Enforcement of Prior Conviction as a Protected Class

Mr. Rent gave the Board a brief overview of the Draft Rule, noting that this Human Relations Commission project was currently undertaking public input. Comments and questions from the Board were addressed by Mr. Rent.

9. ADJOURNMENT

There being no further business to come before the Commission, Chair Costello called for a motion to adjourn the meeting. Mr. McNeely made a motion that the meeting be adjourned. Mr. Dossett seconded the motion. Chair Costello declared the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Tony Weck
Recording Secretary



HUMAN RELATIONS OFFICE
MEMORANDUM

384-2456

November 26, 2013

TO: Urbana Civilian Police Review Board Members (CPRB)
FROM: Todd Rent, Human Relations Officer
CC: Chief Connolly
RE: Staff Report for December 4, 2013 Meeting

COMPLAINTS

There have been no new complaints filed since the previous CPRB meeting on July 24, 2013. The three cases that were filed in the second quarter of this calendar year have been investigated by UPD and closed. Amongst the cases filed within the previous twelve (12) months, the “incident types” are as follows:

Incident Type	Number of Complaints
Harassment	0
Unofficer-like conduct	1
Excessive/Unnecessary force	0
Racial profiling	0
Improper procedure	5

Board members may review complaints in the Urbana Human Relations Office (HRO) during normal business hours.

COMMUNITY OUTREACH SUBCOMMITTEE

A CPRB Community Outreach Subcommittee consisting of Commissioners Gottheil and Williams was formed to develop and execute a community outreach strategy. The subcommittee has met with Chief Connolly to debrief on UPD’s current community outreach efforts and to gather suggestions for CPRB outreach efforts. The subcommittee is also developing a draft presentation to serve as an informational template for outreach discussions. Once the initial draft is completed, it will be presented to the full CPRB for review and revision.

BUDGET REPORT

There have been no budgetary expenditures since the last quarterly meeting.

ANNOUNCEMENTS

The Urbana City Council will conduct a study session on October 28, 2013, to review the IDOT Traffic Study results. The IDOT Traffic Study website indicates that Urbana's disparity ratios for the years 2008 to 2012 respectively are as follows: 1.49 (2008), 1.56 (2009), 1.7 (2010), 1.58 (2011), 1.07 (2012). According to study authors, the ratio represents the scaled difference between the proportion of minorities within a community and the proportion of minority drivers involved in traffic stops. This information may be reviewed at: <http://www.dot.il.gov/trafficstop/results12.html>.

Chair Costello has requested that CPRB members be reminded to complete at least four (4) hours of ride-alongs with the Urbana Police Department per year. Board members should contact **Sergeant Jay Loschen** at (217) 2320 or email at loschejm@urbanaininois.us to arrange a ridealong.

cc: Chief Connolly

URBANA CIVILIAN POLICE REVIEW BOARD
SECTION 19-27(a)(2)
DECEMBER 2013

COMP #	DATE FILED	DATE FINDING	INCIDENT DATE	INCIDENT TYPE	INCIDENT LOCATION	COMPLAINT DISPOSITION	DISCIPLINE IMPOSED	COMPLAINANT DEMOGRAPHICS	CPRB APPEAL?	COMMENTS
1211-10	10/23/2012	N/A	10/18/2012	13 (IMPROPER PROCEDURE)	GOODWIN AND NEVADA	COMPLAINT WITHDRAWN	N/A	CAUCASIAN MALE	N/A	COMPLAINT WITHDRAWN SUBSEQUENT TO THE DISMISSAL OF CHARGES
1211-11	11/13/2012	N/A	11/6/2012	13 (IMPROPER PROCEDURE)	VINE AND MCHENRY	COMPLAINT WITHDRAWN	N/A	UNKNOWN	N/A	COMPLAINT WITHDRAWN SUBSEQUENT TO THE DISMISSAL OF CHARGES
1301-01	1/14/2013	N/A	12/17/2012	13 (IMPROPER PROCEDURE)	WILEY SCHOOL	COMPLAINT WITHDRAWN	N/A	UNKNOWN	N/A	COMPLAINT NEVER NOTARIZED; ATTEMPTED TO CONTACT COMPLAINANT; COMPLAINANT DID NOT RESPOND; RETURNED COMPLAINT TO COMPLAINANT; STILL NO RESPONSE
1304-02	4/30/2013	9/17/2013	4/1/2013	13 (IMPROPER PROCEDURE)	RACE AND MAIN	NO MISCONDUCT BY OFFICER	NONE	FEMALE	N/A	
1305-03	5/6/2013	9/16/2013	4/29/2013	13 (IMPROPER PROCEDURE)	1800 BLOCK S. COTTAGE GR.	NO MISCONDUCT BY OFFICER	NONE	FEMALE	N/A	
1306-04	6/13/2013	9/16/2013	6/13/2013	6 UNOFFICER-LIKE CONDUCT	FIRST-MID ILLINOIS BANK PARKING LOT	NO MISCONDUCT BY OFFICER	NONE	MALE	N/A	