

MINUTES OF REGULAR MEETING

URBANA CIVILIAN POLICE REVIEW BOARD

DATE: April 28, 2010

TIME: 5:30 p.m.

PLACE: Urbana City Council Chambers
Urbana City Building
400 South Vine Street
Urbana, Illinois 61801

MEMBERS PRESENT: Tom Costello, Scott Dossett, Grace Mitchell, James McNeely, Ivy Williams

MEMBERS ABSENT: Diane Gottheil

STAFF PRESENT: Todd Rent, Human Relations Officer

1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM

The meeting was called to order at 5:37 p.m. by Chair, Tom Costello. Roll call was taken, with a quorum present.

2. CHANGES TO THE AGENDA

There were no changes made to the agenda.

3. APPROVAL OF MINUTES

The minutes of the meeting of January 27, 2010 were reviewed. A motion was made to approve the minutes by Scott Dossett. Motion was seconded by Ivy Williams. All voted aye. The minutes of the meeting of January 27, 2010 were approved.

4. STAFF REPORT

A. Complaint Report

Mr. Rent reported that he is working with Information Services to send out an email notification of complaints and have access to the complaints via the web page.

Mr. Rent reviewed the information contained in the Complaint Report.

Chair Costello asked if the spreadsheet could be available on the web page.

B. Outreach Report

1. Joint Meeting with Ministerial Alliance of Champaign-Urbana

Mr. Rent reported that he is currently working on scheduling a joint meeting with the Civilian Police Review Board, C-U Citizens for Peace and Justice and the Ministerial Alliance. Once a date has been determined, he will be notifying the board members.

2. Know Your Rights Poster Update

Mr. Rent distributed a copy of the poster.

Discussion followed.

3. Market at the Square

Mr. Rent reported that a spot has been reserved along with the Human Relations Commission at the City's table for Market at the Square. He indicated that he needs to know ahead of time who is available and would appreciate a response when he emails everyone.

Mr. Rent indicated that he would envision having the Know Your Rights handout and the CPRB Brochure available to distribute. If anyone wanted to file a complaint, they should be directed to the HRO office.

Ivy Williams commented that everyone should be consistent with what information is being given.

Mr. Rent indicated that he would develop an outline to be used. He also stated that when working the market, two hour blocks of time could be used.

4. High School Presentation

Mr. Rent reported that he, Grace Mitchell and Lt. Cobb will be going to the Urbana High School on May 18 to present the Know Your Rights and Responsibilities in the High School Auditorium for periods 1 -8.

C. Annual Report Update

Mr. Rent reported that he has discussed with the Mayor about receiving the Annual Report on a fiscal year basis.

Mr. Rent asked that each board member provide an accurate email so that we have a way to communicate and receive responses when setting up meetings and various events.

Mr. Rent stated that he will be sending an email to schedule parliamentary procedure training which should be scheduled for a four hour block of time.

6. PUBLIC PARTICIPATION

There was no public participation.

4 OLD BUSINESS

A Review of Proposed Community Outreach Plan

A copy of the outreach document was provided in the packet. Mr. Rent reported that he would like to take the document and turn it into a bullet point map, easy to read.

Discussion followed.

Chair Costello recommended reviewing the document and having Mr. Rent pick out 3 or 4 goals to be the Board's responsibility and which items the HRO would be responsible for.

Mr. Rent stated that staff is available to provide support and leg work but, ultimately the outreach would be the Board's responsibility. He indicated that he would provide a spreadsheet.

5. NEW BUSINESS

There was no new business to come before the Board.

8. ANNOUNCEMENTS

Grace Mitchell reminded everyone that the Board members are to be doing ride alongs.

9. ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:12 p.m.

Submitted,

Jolinda Ross
Recording Secretary