

Citizen Police Communications Committee (CPCC) Minutes

April 25, 2016

5:30 pm, Brooks Memorial Library, Meeting Room

1. Call to order and quorum check: Ann Wright called the meeting to order at 5:32 pm. Committee members Georgia Morgan, Christine Linn, James Banslaben and Ken McCaffrey were also in attendance, as was Captain Carignan.
2. Agenda review: No changes.
3. Approval of minutes of previous meeting: The March 28, 2016 meeting minutes were approved as submitted.
4. Complaints/Compliments report: Two compliments were reported. Officer Stanley was thanked for alerting a Main St. shopowner to display items left on the sidewalk after closing hours. Lieutenants Perkins and Carrier and Sergeant Warner were complimented on their professionalism and promptness in responding to requests from Railway Claim Services in their investigation of an incident. A complaint was received last week alleging illegal arrest and excessive use of force in an arrest at the Drop-In Center in connection with a fight involving pepper spray. Investigation is ongoing. The complainant will be notified that CPCC has seen the complaint.
5. New Business:
Christine Linn asked at what point in the course of complaint resolution a complainant who requests contact with CPCC should be informed that CPCC is aware of the complaint. She agreed to draft a response protocol to be discussed at the May 23 meeting.

Review of General Orders 802 (Domestic Violence), 1006 (Release of Sex Offender Info), and 503 (Use of Mobile Data Terminals) are slated for the May 23 meeting.
6. Old business: Verbal complaint reports and compliment forms. Captain Carignan reported that telephoned complaints that are resolved in the course of the telephone call are not written up. All other complaints get written up, sometimes with the help of a supervisor, so that they can be resolved according to the normal complaint processes. Captain Carignan also reported that there are plans to make complaint forms available online and at a downtown location before the Department moves out of the Municipal Center. The committee agreed the format of complimentary communications was immaterial, and that anyone who wanted to provide a form for citizens was free to do so.
7. Public participation. There was no public participation.

The meeting adjourned at 6:42 pm. The next CPCC meeting will be on Monday, May 23, 2016.