

Police Advisory and Review Committee
April 28, 2022 (2022- 1st Quarter)
Meeting Minutes

Meeting was called to order by Vice Chairperson, Jenaé Easterly at 6:02 p.m.

PARC Members Present	Ken St. Germain, Star Starks, Jenaé Easterly, Jered Croom
PARC Members Absent	Heidi Barcus, Dr. Leticia Flores, Frank Shanklin
PARC Staff Present	Marcus Rudolph (Investigative Manager), Tiffany Davidson (Executive Director)
KPD/City of Knoxville Staff	Chief of Police Eve Thomas, Assistant Chief of Police Mark Fortner, Sgt. Rachel Britt, Inv. Michael Dabbelt, Attorney Ron Mills, Charles Lomax

Speaker:

Kevin Dubose, Director of Area Ministries-Lonsdale addressed the committee to share importance of having PARC as well as the importance of the work.

Approval of Minutes:

Frank Shanklin made the motion approve the minutes for the Q4 meeting. Ken St. Germain seconded. There were no changes or adjustments to the minutes and they were approved unanimously.

Executive Director's Report

Tiffany Davidson gave the following Executive Director's report for the 1st Quarter.

Audit of Disciple 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.

Total IAU Cases Audited by the Committee	4
Officers Disciplined	2
Civilian Employees Disciplined	0

Disciplines Imposed by KPD	Number of Sworn Officers
Written Reprimand	0
Oral Reprimand	0
Verbal Counseling	1
Suspension	1

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.

- ☐ General Orders:
 - 2.16-Digital Audio/Video Recording Equipment
 - 4.6 Section II.E-Complete a detailed crime report clearly recording the events of the crime
- ☐ Code of Conduct:

- 1.32-Submitting Departmental Reports
- 1.33-Submitting False Reports
- 1.34-Processing Property and Evidence
- 4.05-Advising Persons of Reason for Arrest

Advocacy

The Executive Director met the following staff of KPD to discuss quarterly cases, Audio/Video access for PARC members, and KPD's Community Outreach efforts:

- Internal Affairs Unit: Lt. Steven Still, Sgt. Rachel Britt., Sgt. Amanda Bunch, Investigator Mike Washam
- Police Technology Manager, Julie Small
- Officer Shelley Clemmons

The Executive Director and Investigative Manager also met with members of the community to discuss concerns about law enforcement, receive complaints, answer questions, and offer assistance with addressing concerns.

Networking, Speaking Engagements, and Training

- The Executive Director:
 - Speaking Engagement:
 - Neighborhood Safety and Awareness Series-East District
 - Training:
 - Provided to attendees of Citizen's Police Academy
 - Networking:
 - KCSO's Office of Professional Standards to discuss referral process for complaints received through PARC office
 - Civilian Oversight Boards/Committees;
 - Chattanooga-Kay Baker
 - Nashville-Jill Fitchard
 - Memphis-Virginia Wilson
 - Community Mediator Denise Jackson
- The Investigative Manager:
 - Actively participated in networking and training opportunities with the:
 - Alternative Dispute Resolution Committee
 - Community Mediation Center
 - Participated in Webinar: Mediators' Perspectives on Officer-Civilian Mediation
 - Networking meeting with presenter/mediator Walid Abdul-Jawad was conducted

Subcommittee Reports

Audio/Video:

Committee member Star Starks provided the Audio/Video Report for the 1st Quarter.

Of the two (2) Referral Action Forms and two (2) Internal Affairs Cases reviewed by the PARC, there were two (2) cases with documented audio and video recordings (or lack thereof) based on body

worn cameras and/or the incident taking place in the vicinity of the officers' patrol vehicles and within a recordable range.

The Audio/Video Subcommittee submits the following findings for our 1st Quarter review:

File Number	Type of Report	Review
1	Referral Action Form	The audio/video equipment for the involved officer was functioning properly and captured the incident being reviewed.
2	Referral Action Form	The audio/video equipment for the involved officer was functioning properly and captured the incident being reviewed.
3	IAU Case # 21-2864	A review of audio/video was not relevant to this Internal Affairs case.
4	IAU Case # 21-2850	The officer did not take his body camera to the scene of the fatality crash. The in-car dash camera shows the officer talking to members of the community while on scene. The officer was acting in an on-duty capacity at the time, and was mandated to wear his body camera. Therefore, he was in violation of the order.

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 1st Quarter.

There were no alleged racial profiling/bias based policing cases reviewed by PARC during the first Quarter review.

KPD Policy and Procedure Reviewed:

General Order 1.41 Bias Based Policing

I. Policy

It is the policy of Knoxville Police Department that we are committed to preserving the peace and maintaining order in the City of Knoxville by practicing bias-free policing and respecting the rights and dignity of all citizens.

II. Definition

Bias Based Profiling- The practice of stopping, detaining or searching a person based solely upon a common trait or a group that includes but is not limited to their race, color, ethnicity, age, gender, sexual orientation, religion, economic status, or any other identifiable group characteristic.

Operations:

Committee member Ken St. Germain provided the Quarter-to-Date Operations Report for January 1-March 31, 2022

Total Cases Reviewed	13
PARC Initiated Cases referred to IAU	1
Reviewed IAU Completed Cases	9
Reviewed IAU-Referral Action Forms	4
Total Cases Closed *Amount of cases reviewed, investigated, and closed by PARC staff	13
Total Cases Pending *Cases that are awaiting review/investigation by PARC upon the completion of IAU investigation.	1
Resolution of Cases	
Mediation: PARC Staff & KPD *PARC staff met with complainant and KPD to provide mediation services to resolve issues & concerns	0
Referrals to Appropriate Agencies *PARC office received a call(s) regarding issues involving other law enforcement departments	3
KPD *KPD made contact with complainant and the complainant decided to not move forward with a formal investigation	2

Training Session:

Prior to addressing Case Matters, Sgt. Rachel Britt of KPD's Internal Affairs Units provided an overview of the Investigative Process.

Case Matters Addressed by the Committee:

The committee addressed 11 out of the 13 cases reviewed during the 4th Quarter. Matters addressed are as followed:

File 1: Referral Action Form

No questions were asked regarding this case.

File 2: Referral Action Form

1. Is there any clarifying reason as to why knowledge of arrest (providing reason) cannot happen prior to handcuffing or simultaneously?

KPD is not trained to announce the reasoning for the arrest prior to handcuffing the suspect. In the case that if KPD made the announcement prior to handcuffing, there's potential for the suspect to disagree and the situation can escalate in various ways. Hence, because it is a safety issue for both the officer(s) and public, suspects are detained first then an explanation is provided after.

File 3: IAU Case #21-2864

1. Was an audit of the officers' previous overtime slips, and if so, did the officer return any money he was incorrectly paid?

There was an audit of all overtime slips submitted by the officer. The officer was not paid any additional money based off of the incorrectly submitted slips due to Payroll quickly identifying the issue and halting processing.

File 4: IAU Case #21-2850

1. What is the expected battery life of an officer's individual body camera at a charge of 44%?
It's extremely hard to approximate that. If video is offloading wirelessly through the in-car system, if it's paired to the Sonim phones for streaming, how long/often it's activated are all factors that add increased draw on the camera battery. At a guess – at 44%, with no additional factors such as those above, I would say there should be 4-5 hrs. of life left. The more active the officer is, the shorter that time is.
2. Are there any car chargers for the body cams?
There are, but they are slow charge-chargers. There are also docking stations available for officers to charge while attending roll call.
3. What is a way to help officers keep the cameras more readily available?
Supervisors have extra body cameras and can provide a camera if officers are in need.

Committee Business and Concerns to be addressed:

Committee members voted to adopt new Rules of Decorum

- Those who wish to speak during public forum - should sign up by contacting the PARC office ahead time or by signing up in person prior to the start of the meeting at 6:00 p.m.
- All speakers will be given 5 minutes.
- Please do not use profanity and remember to stay on topic.
- Those who fail to adhere to those rules may be ruled *Out of Order* and asked to step away from the podium.
- For those who are listening, please note that you may not disrupt a public meeting from the audience. Those who do may be asked to leave.

Chairperson Jenae Easterly shared:

- 4 of the committee members recently graduated from the Citizen's Police Academy
- All committee members now have electronic access to review audio/video footage
- PARC is in the process of recreating a database to track complaints/cases, etc. that we receive and review

Public Forum:

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

Community Updates:

Celebration of Retirement for Malaika Guthrie will be at the Bijou Theater on April 30 at 7:00 p.m.

Adjourn:

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