

POLICE ADVISORY AND REVIEW COMMITTEE
MINUTES, January 28, 2021

Chairperson Rosa Mar called the meeting to order at 6:00 p.m. on Thursday, January 28, 2021, via Zoom.

PARC members present: Rosa Mar, Ken St. Germain, Anne Barker, Frank Shanklin, Jr., Jenaé Easterly, Jered Croom, and Leticia Flores

PARC members not present: not applicable

PARC staff present: LaKenya Middlebrook, Executive Director

KPD/City of Knoxville Staff: Chief Eve Thomas; Attorney Ronald Mills; Dr. Charles Lomax, Jr., Community Empowerment Director; Debbie Sharp, Office of Neighborhood Empowerment Director; Sgt. Amanda Bunch; Inv. Michael Washam; Deputy Chief Ronald Green

INTRODUCTION

Chairperson Mar welcomed attendees to the 4th Quarter Police Advisory and Review Committee meeting. A motion was made by Ken St. Germain to hold the 4th Quarter PARC meeting virtually out of necessity and public health concerns due to Covid-19; Leticia Flores seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Leticia Flores moved to approve the minutes of the December 8, 2020 meeting; Ken St. Germain seconded the motion. There were no changes or adjustments to the minutes; the minutes were approved unanimously via roll call vote.

EXECUTIVE DIRECTOR'S REPORT & SPEAKING ENGAGEMENTS

Executive Director LaKenya Middlebrook gave the following Executive Director's report for the 4th Quarter:

AUDIT OF DISCIPLINE PROCESS

The Committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the third quarter audits were as follows:

Total Cases Audited by Committee: 6

Officers Disciplined 2
Civilian Employees Disciplined 0

<u>Disciplines Imposed</u>	<u>Number of Officers</u>	<u>Number of Civilian Employees</u>
Written Reprimand	1	n/a
Verbal Counseling	0	n/a
Suspension	1	n/a

The Police Advisory and Review Committee concurred with the Internal Affairs Unit's conclusions on the six cases reviewed.

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 brought to the Executive Director:

- General Order 7.3 (Property and Evidence)
- Standard Operating Procedure 1.02 (Neglect of Duty)
- Standard Operating Procedure 1.21 (Unsatisfactory Performance)
- Standard Operating Procedure 1.25 (Use of Weapons)
- Standard Operating Procedure 1.33 (Submitting False Reports)
- Standard Operating Procedure 1.34 (Processing Property and Evidence)
- Standard Operating Procedure 2.07 (Truthfulness)
- Patrol Standard Operating Procedure IX.B.3A (Patrol Investigations)

ADVOCACY (STRENGTHENING THE RELATIONSHIP BETWEEN THE CITIZENS AND THE KPD)

- The Executive Director met regularly with the Knoxville Police Department Chief of Police staff. Topics of discussion included complaints and questions brought to PARC, cases reviewed by PARC, KPD training, KPD recruitment, violence prevention, approaches to public safety and community engagement.
- The Executive Director participated in meetings with the Mayor, representatives from City departments and community agencies to discuss concerns and opportunities to improve public safety in Knoxville.
- The Executive Director and KPD training staff coordinated two panels of community members to discuss lived experiences with law enforcement, how biases and prejudices impact their communities, and opportunities for law enforcement to better engage the communities they serve with the KPD 2020-B recruit class. The Executive Director provided training to KPD 2020-B recruit class on the purpose, history and structure of the PARC.
- The Executive Director met with members of the community to discuss concerns about law enforcement, answer questions and offer assistance with addressing concerns.

NETWORKING, OUTREACH AND TRAINING

- The Executive Director participated in workshops about policing and public safety hosted by the Obama Foundation and the Government Alliance on Race and Equity (GARE).
- The Executive Director participated in the National Association for Civilian Oversight of Law Enforcement (NACOLE) Annual Conference. In addition to the Executive Director, three members of the Committee, Chief Thomas, Director Charles Lomax, and Attorney Ron Mills participated in conference sessions.
- The Executive Director attended a meeting hosted by the Inner City Community Coalition to discuss community violence prevention in Knoxville.
- The Executive Director met with administrators and staff from Austin-East High School and Vine Middle School to discuss safety, community and students' perceptions of law enforcement, and opportunities for PARC to engage with students.
- The Executive Director participated in East Tennessee Civil Rights Working Group. The Working



group includes advocates, representatives from civil rights organizations and members of law enforcement.

- The Executive Director participated in the Knoxville Area Urban League Conversation on Race. The discussion included information sharing and dialogue about how to address disparities in Knoxville.
- The Executive Director met with staff from Centro Hispano to share information about PARC and discuss opportunities to partner with Centro Hispano to share information and address concerns.
- The Executive Director attended the November Neighborhood Advisory Council meeting. Neighborhood representatives shared their concerns about public safety in the neighborhoods they serve.
- The Executive Director and members of the Community Empowerment staff participated in conversations and trainings related to community violence prevention, including attending a Justice Camp hosted by Cities United and Community Justice Action Fund. The Executive Director, Empower Knox Community Engagement Manager and City's United held conversations with more than 20 members of the Knoxville Community to discuss violence prevention in Knoxville.

SPEAKING ENGAGEMENTS

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| October 2, 2020 | The Executive Director participated in a panel with current and former members of law enforcement, hosted by the University of Tennessee College of Communications, to discuss policing practices, civilian oversight and community-police relations. |
| October 8, 2020 | The Executive Director served as a panelist for a conversation on the criminal system for Leadership Knoxville. Other panelists included Chief Eve Thomas, Attorney General Charme Allen and Sheriff Tom Spangler. The panel answered questions from participants about law enforcement practices, the criminal court system, civilian oversight and approaches to public safety. |
| October 30, 2020 | The Executive Director served as a panelist for the East Tennessee Pro Bono and Faith Day. The Executive Director provided an overview of civilian oversight, approaches to public safety and opportunities for participants to advocate for equity in the justice system and improve community-police engagement. Participants included attorneys, faith leaders and community advocates from across East Tennessee. |

Due to Covid-19, speaking engagements and networking opportunities were limited.

SUBCOMMITTEE REPORTS

Audio/Video Subcommittee Report (Dr. Leticia Flores)

Of the two (2) Referral Action Forms and four (4) Internal Affairs Cases reviewed by the PARC, there were **four** cases with documented audio and video recording based on the incidents taking place in the vicinities of the officers' patrol vehicle and within a recordable range.

Audio/Video Subcommittee submits the following findings for our **4th Quarter** review:



File #1 IAU Case #19-2819

The video and audio equipment for the officer involved was functioning properly. In-car video was used to confirm the officer’s locations and interactions.

File #2 IAU Case #19-2822

The video and audio equipment for the officer involved was functioning properly. In-car video was used to confirm the officer’s locations and interactions.

File #3 IAU Case #20-2824

The incident was initiated by a call for service. Upon arrival on the scene, the officer properly activated his body microphone. Audio recordings of the incident provided insight into the investigation.

File #4 Referral Action Form

The video and audio equipment for the officer involved was function properly and provided insight into the exchange between the complainant and the officer.

Summary: The Knoxville Police Department’s General Order 2.16 (Digital In-Car Recording Equipment) details that Officers shall turn on their audio and video equipment when they are out of their patrol unit on a call-for-service in the event audio is needed to substantiate or assist with documentation of their law enforcement duties, i.e., domestic disturbance, etc. It should be remembered that the purpose of the in-car video 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 wireless microphones are operating properly.

Racial Profiling Subcommittee Report (Jered Croom)

There were three alleged racial profiling cases reviewed by PARC during the 4th Quarter.

Operations Subcommittee Report (Ken St. Germain)

Quarter-to-date Operations Report (October 1, 2020-December 31, 2020)

Total Cases for the Quarter	8
Cases Closed in the Quarter	12
Resolution of Cases Closed for the Quarter	
Executive Director	9



Mediation: Executive Director & KPD	1
Referrals to Appropriate Agencies	1
KPD	1
Total Cases Resolved	12
Total Cases Pending for the Quarter	3
PARC <i>Initiated</i> Cases Referred to IAU for the Quarter	1
IAU Completed Cases Reviewed by PARC for the Quarter	4
IAU Referral Action Forms Reviewed by PARC for the Quarter	2
IAU <i>Initiated</i> Referrals and Cases	0

CASE MATTERS ADDRESSED BY THE COMMITTEE

File 1: There were no additional questions raised by the committee regarding this matter.

File 2: Ann Barker asked why so much time elapsed between the close of the investigation and the officer’s resignation. Chief Thomas explained that process of reviews, appeals and employment hearings that may occur after an investigation and/or disciplinary recommendation.

File 3: There were no additional questions raised by the committee regarding this matter.

File 4: Leticia Flores stated that she was still unclear about why the officer did not properly dispose of the substance and/or paraphernalia and whether understanding the officer’s thought process could help influence training.

File 5: Jered Croom asked if officers undergo mental health checks after every incident involving a firearm discharge. Chief Thomas stated that the Department will consider adding additional mental health checks for firearms discharge incidents. Chief Thomas noted that officers are required to have a mental health check-in at least annually.

File 6: Jered Croom expressed that he believes non-criminal contact with law enforcement should not be reported to Knox Community Development Corporation (KCDD) because it can lead to eviction. Chief



Thomas stated that non-criminal contact is typically not reported to KCDC by officers, but off duty officers who work for KCDC report activity that happens during their shifts with KCDC in accordance with the terms of that employment.

Committee Business and Concerns to be Addressed

The Executive Director reported that she would work with the Committee, KPD and City staff to schedule the next PARC workshop.

The Executive Director informed the Committee that she is working to develop a survey to gauge experiences and perceptions of law enforcement beyond the complaint process.

The Executive Director informed the Committee that PARC has new brochures that can be used to share information about PARC with the public. Rosa Mar asks if the brochure available in Spanish. Director Middlebrook stated that the brochure is not currently available in Spanish but PARC will work on getting it translated.

The Executive Director announced that the next PARC meeting will be April 22, 2020, at 6:00 p.m. and that PARC and KPD are working to launch a virtual "Ask KPD" forum to answer questions that members of the community may have.

Jered Croom asked if there was an inquiry done about any officers that may have participated in the riots at the U.S. Capitol on January 6, 2021 and, if so, what will be done to address it. Chief Thomas stated that she is not aware of any officers from KPD that attended or participated. Mr. Croom asked if there was any coordination with the FBI to determine if any KPD officers were involved. Chief Thomas stated that the FBI would make them aware if there were any concerns. Jered Croom asked whether any information that becomes known of officer participation would be made public. Chief Thomas stated that it would become an Internal Affairs investigation.

Ann Barker commended the Knoxville Police Department on a recent article about the co-response team. Chief Thomas stated that KPD is applying for more funding to expand the program and will be presenting about the program at the National Association of Chiefs of Police.

PUBLIC FORUM

There were no persons signed up to speak.

COMMUNITY UPDATES

There were no community updates

ADJOURN

Ann Barker moved to adjourn, seconded by Jenaé Easterly. Chairperson Mar called the meeting adjourned at 6:49 p.m.

