ATLANTA CITIZEN REVIEW BOARD
OFFICIAL MINUTES*

MEETING: September 11, 2008; 6:30 PM PLACE: 55 TRINITY AVENUE, SW
ROOM #2
ATLANTA, GA 30303

<u>IN ATTENDANCE</u>: **BOARD MEMBERS:** SHARESE SHIELDS (SS); SETH KIRSCHENBAUM (SK);
RODERICK EDMOND (RE); JOY MORRISSEY (JM); OWEN MONTAGUE (OM); LASHAWN HOFFMAN (LH); J.L. BOOKER (JB); HEATHER FATZINGER (HF); KATHY CRAWFORD (KC); JOHN M. MICHAEL (JMM); CHARIS JOHNSON (CJ); OWEN MONTAGUE (OM); **EXECUTIVE DIRECTOR**: CHRISTINA BEAMUD (CB);

ABSENT: NONE

<u>CALLED TO ORDER</u>: 6:31 PM CHAIRPERSON SHARESE SHIELDS

APPROVAL OF MINUTES: JLB MOVED; Discussion

<u>ADDITIONAL ATTENDEES</u>: William Castings (WC)- Atlanta Legal Department; Quiency Dugger (QD); Sylvia Fernandez (SF);

<u>APPROVAL OF MINUTES</u>
1) LH moved with amendments; 2nd by JM; Unanimous;

<u>NEW BUSINESS</u>
1) INTRODUCTION OF NEW EXECUTIVE DIRECTOR (ED)
   a. SS Introduced Christina Beamud;
   b. CB introduced herself and emphasized immediate goal of beginning to hear cases;
   c. JMM noted that Mr. Martin was not at the council meeting;

<u>OLD BUSINESS</u>
1) EXPIRATION OF TERMS OF BOARD MEMBERS AND REAPPOINTMENTS
   a. LH noted that there has been no new information disseminated regarding this issue;
   b. CJ noted that someone else from her organization (Atlanta League of Women Voters) will facilitate the nomination of the board member who will replace HF;
2) TRAINING

a. CB noted ethics training will be held Saturday Oct 4, 2008 9-11 in Old City Hall;
b. JM gave an overview of the training;
c. There was discussion about whether or not the training was mandatory; SS stated that the ethics training is mandatory;

3) BOARD FACILITY
   a. SS noted that the office will be in the Tower on the 9th floor; stated that the office setup is complete;
4) BUDGET & ACCOUNTING OF EXPENDITURES
   a. SS noted that CB got information about the budget and put in report that is in meeting folder;
   b. LH asked in funds available on the report were from 2008 or 2009; SS said 2008, more specifically wanted to know about uncontrolled expenses, namely a motor vehicle; CB gave explanation that her point of contact gave an explanation; LH re-emphasized his desire to know what the item concerns; RE concurred; SK noted that getting this information will not create extra work; SK walked through a few items that seemed inconsistent; JMM asked if Sterling Thomas alluded to the entry being a mistake: CB said that she did not know but would inquire; SS noted that she would talk with CB prior to getting information;

NEW BUSINESS

1) EXECUTIVE DIRECTOR REPORT
   a. CB stated that she has introduced herself to a number of people involved in police oversight; noted that people are eager for us to begin the complaint process; she will work on this in short order; spoke with Chief Pennington who was very helpful and committed his help in assisting the board; SS asked if there were persons who have not responded to her outreach; CB noted that there are a few and that she will reach out to these people again; CB asked if the stakeholder list can be prioritized; noted specific people who she has spoken with who can assist or who are important to the workings of the board; referred to her memo; JMM suggested that CB refer to information provided by OM from Cincinnati regarding outreach to the community; LH asked about execution of all of employment documents for CB; SS noted that most had but any outstanding are mere administrative issues;
2) REPORT OF COMMITTEE
   a. PERSONNEL-JM
      i. JOB DESCRIPTION OF ADMINISTATIVE ASSISTANT- noted that job description was sent to HR which sent it back due to software incompatibility; JM will pass on to CB; LH asked how long before hiring staff; SS noted that the jobs have to be posted; KC asked about the process that is sometimes used in governments to recall people who have been laid off; WC spoke of a RIF-pool in Atlanta; JMM suggested working with City to see if someone

laid off can come to work for board; KC asked about getting Myola to work with board;

b. RULES AND PROCEDURS- CJ
    1. CJ noted that the ED will review the Procedures and By-Laws; LH asked when board will get a copy of the executed by-laws; SS responded next board meeting;

c. PUBLIC AWARENESS-OM
    i. Noted that he met with CB this Tuesday to explain the WebEx and RFP for graphics and website. Will meet again next week;

3) OTHER BUSINESS
    a. JM was asked by NPU to talk about the CRB; Gave Zone 2 precinct and update also; noted that both groups thought that the board has never met; understands that the public does not know; JMM asked about reaction to her explanation; JM said that some were surprised; SS noted that we need to get our message out; REE suggested including all of the stakeholders; OM recommended sending e-mail to all on the stakeholder list; recommended a fact sheet to go out in the e-mail; LH noted that he gives monthly updates at 4 of the 7 NPUs that he represents; noted that he is prepared to introduce the ED to the NPUs; JM concurred with LH; noted that JMM, KC and herself represent NPUs; suggested that all NPU appointees speak with their NPUs; JMM said that he will be glad to go to NPUs and other organizations with her;
    b. NACOLE Conference- SS does not want to send anyone this year to the conference; KC agreed; JM noted that she expected the ED to go; SK said that is would be optimal if ED could go, however, at this time we don't have the money;

PUBLIC COMMENTS

1) None

OTHER ISSUES

1) SS noted that leaking of information about the prospective ED was not initiated from the board; JM recommended issuing press release on hiring of ED;

ADJOURNED:

KC moved to adjourn; JB 2nd; Approved Unanimous; adjourned @ 7:40 PM.