



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

OPEN MEETING MINUTES

September 27, 2023

Location: 9200 Basil Court, Suite 400, Largo, Maryland 20774

6:40p.m. – 8:48p.m.

Board Members Present: Chair Kelvin Davall, Vice Chair Carlo Sanchez, Shelia Bryant, Dr. Andrea Coleman, Keenon James, Daniel Armando Jones, Lafayette Melton, Earl O'Neal, Marsha Ridley, Tamika Springs, Daniel Vergamini

Virtual Board Members Present: Lafayette Melton

Member(s) Absent: N/A

Staff Present: Denise Hall, Program Administrator; Tangi Allen, Program Associate; Ashley Ritter, Administrative Aide

Consultant Present: Marva Jo Camp, Esq., Legal Counsel

Guest(s): Anthony C. Bennett, Inspector General and Director, Office of Integrity, Compliance and Police Accountability

CALL TO ORDER

Chair Davall called the meeting to order at 6:40p.m. Roll Call was taken.

APPROVAL OF MINUTES

The September 13, 2023, meeting Minutes were tabled.

OLD BUSINESS

Strategic Plan Update

Marva Jo Camp, Legal Counsel, advised the Board that the Strategic Plan has been completed. The Strategic Plan will be placed on the agenda for the next meeting for Board discussion.

Action Items

Updated Action Items were emailed to the Board prior to the meeting.

Outreach Updates

Vice Chair Sanchez reached out to the Presidents of the South, Central and North Coalitions of Prince George's County to schedule presentations by the Police Accountability Board. Community outreach will also consist of large and smaller entities throughout the County that Board Members



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will attend and present in small teams. Vice Chair Sanchez will provide Board Members with an outline of organizations, dates, times and groups for PAB Community Outreach at the next meeting.

Chair Davall was invited to speak at the Citizens' Police Academy class. He shared information about Administrative Hearing Board openings with the class.

AHB Applicants and Selection Process

Chair Davall asked Dr. Andrea Coleman to Chair a committee to review Administrative Hearing Boards Civilian applications and recommend 10 applicants to the full Board. Tamika Springs and Daniel Armando Jones volunteered to serve on the committee with Dr. Coleman. Denise Hall shared appointment vetting information obtained from Miriam Brewer, Appointments Liaison, with the Board.

Draft Events Form

Daniel Armando Jones created a Draft Events Memo that he shared with the Board. The intent of the memo is to provide the full Board with insight and feedback about events attended by smaller teams/individuals of the Board.

Tamika Springs offered a motion to use the Events Memo created by Daniel Armando Jones, seconded by Daniel Vergamini. Motion passed by a unanimous vote: Ayes: 11; Opposed: 0; Abstain: 0; Absent: 0

Tangi Allen advised Board Members to submit an application and waiver to participate in a law enforcement agency's Ride-A-Long program to her to make arrangements. There is a subsequent Police Accountability Board Ride-A-Long form for Board Members to complete and submit to Ms. Allen after a Ride-A-Long for tracking purposes. The form and Ride-A-Long details are captured on a spreadsheet for Board review at any time.

Chair Davall provided an opportunity for virtual guests to introduce themselves and offer comments.

Closing Statement

Chair Davall advised that the Board would enter into a Closed Session. Motion to close the meeting was offered by Vice Chair Sanchez and seconded by Dr. Andrea Coleman. Motion was passed by a unanimous vote: Ayes: 11; Opposed: 0; Abstain: 0; Absent: 0

Chair Davall read the Closing Statement (attached).

Meeting Closed: 7:13p.m

Return to Open Session: 8:00p.m.

Earl O'Neal shared that he attended an HB670 Workgroup meeting on Tuesday, September 26, 2023. During the meeting, it was shared that the Police Accountability Board reviewed 83 cases.



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Mr. O'Neal has only reviewed 5. Denise Hall clarified that the Police Accountability Board has received 83 cases.

Daniel Armando Jones sought clarity about comments that were made in the Health, Human Services and Public Safety Council Committee, held on September 21, 2023, indicating that the Administrative Charging Committee completed the review of approximately 119 cases and the Police Accountability Board received 83 cases. Inspector General and Director of the Office of Integrity Compliance and Police Accountability Board, Anthony C. Bennett, provided insight into the number discrepancy.

Keenon James asked if the 83 cases from the Administrative Charging Committee were accessible to the Police Accountability Board. Mr. James was only able to access 29 cases. Denise Hall will follow-up to ensure all Board Members gain access to all cases.

Questions Regarding ACC Recommendations

Chair Davall advised that two Board Members submitted numerous questions regarding the recommendations provided by the Administrative Charging Committee (ACC). Vice Chair Sanchez suggested that the Board discuss and separate questions to determine which should be sent to agencies from the PAB and which questions should be referred back to the ACC for clarity. Copies of the questions were distributed in the meeting.

Annual Report Updates

The Chair and Vice Chair will provide formatting directives to Legal Counsel by next week.

Review of Rules of Procedure

Tabled.

OLD BUSINESS

Daniel Armando Jones distributed a memo and voiced the importance of creating a letter to inquire about the current policies and practices that exist in County law enforcement agencies for the Board to review, discuss and make policy recommendations. Vice Chair Sanchez suggested creating an Ad Hoc Subcommittee to draft a template letter to law enforcement agencies requesting information, such as current policies and practices.

Daniel Armando Jones offered a motion to establish a subcommittee to inquire on existing policies and practices, which will be a standing committee to draft correspondence between the Police Accountability Board and local law enforcement agencies, of which the Board may have questions or require information. The motion was seconded by Keenon James. Motion was passed by a unanimous vote: Ayes: 11; Opposed: 0; Abstain: 0; Absent: 0

The Policy Subcommittee will be staffed by Vice Chair Sanchez, Daniel Armando Jones and Keenon James. A draft repository letter requesting law enforcement agency policies and procedures will be emailed to the Board for discussion during the next meeting.



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Sheila Bryant created a draft Power Point presentation to be used for community outreach. The Presentation will be sent to the Board for review, edits and feedback.

Announcements

Inspector General Bennett advised that the Administrative Hearing Board process was approved on Monday, September 25, 2023. Inspector General Bennett is writing a policy for Civilian members of Administrative Hearing Boards regarding ethics, disclosure and conflicts of interest. Inspector General advised that the Board can mandate current Administrative Hearing Board Civilians to adhere to the policies and procedures being created; thus following the same vetting process as Police Accountability Board and Administrative Charging Committee members. Chair Davall advised that the Board would discuss the matter further in the next Board meeting.

Council Committee Hearing for CB-81-2023

Inspector General Bennett discussed his appearance in the Health, Human Services and Public Safety County Council Committee regarding CB-81-2023, on September 21, 2023, which would give the Police Accountability Board additional powers, if passed. CB-81-2023 was held in Committee. Inspector General Bennett suggested that Board Members attend future Committee and Council Hearings regarding Police Accountability.

Inspector General Bennett discussed his role and responsibility to the Police Accountability Board and the powers and authority of the Board.

Daniel Armando Jones inquired about the notification process for Police Accountability related legislation appearing in Council Hearings/Committees. Inspector General Bennett advised that when he is notified of Police Accountability related legislation appearing in Council Hearings/Committees, he will notify staff and the staff will send notice to the Board.

Prince George's Police Chiefs' Association Meeting

Denise Hall mentioned that the Inspector General shared the approved Administrative Hearing Board process with law enforcement agency heads at their monthly Police Chiefs Association of Prince George's County meeting on Tuesday, September 26, 2023.

HB670 Workgroup Meeting

Denise Hall mentioned the HB670 Workgroup meeting that occurred on Tuesday, September 26, 2023. Several Board Members were able to attend. Earl O'Neal inquired about new positions mentioned during the meeting. Inspector General Bennett advised that a Policy Analyst and a General Clerk will join the staff of the Police Accountability Board.

Meetings and Events Spreadsheet

Tangi Allen shared a meeting and events spreadsheet that captures datapoints from meetings, events, trainings and conferences attended by the Police Accountability Board for review, edit and feedback. Ms. Allen will email the spreadsheet to the Board tomorrow, September 28, 2023.



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Daniel Armando Jones shared that the Montgomery County Police Accountability Board is hosting a public meeting with their County law enforcement officials tomorrow, September 28, 2023. Mr. Armando Jones will be in attendance.

Daniel Vergamini announced that he will be traveling for work and will return to Police Accountability Board meetings in December.

ADJOURNMENT

Tamika Springs made a motion to adjourn; seconded by Shelia Bryant. The motion to adjourn passed by a unanimous vote. Ayes: 11; Opposed: 0; Abstain: 0; Absent: 0

NEXT MEETING

October 25, 2023 – In Person

Attachments: Compliance Checklist, Closing Statement, Closing Summary

PAB Website: [PAB Website](#)

Meeting Recordings are available on PAB website: [YouTube - Police Accountability Board Playlist](#)



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COMPLIANCE CHECKLIST FOR MEETINGS SUBJECT TO THE MARYLAND OPEN MEETINGS ACT

Date of Meeting: September 27, 2023

1. Did you give “reasonable advance notice” and keep a copy or screenshot?
2. Did you make an agenda available when notice was posted, or, if not yet determined, as soon as practicable, but at least 24 hours before the meeting?
3. Did you make arrangements for the public to attend?
4. Is someone prepared to keep minutes in writing or, otherwise, to run the equipment for minutes in the form of live and archived video or audio streaming?
5. If part of this meeting might be closed to the public, have you first:
 - Made sure that the public body has designated a member to take training in the Act?
 - Made sure that the topic to be discussed falls entirely within one or more of the “exceptions” that allow the closed session? (see the other side for the list)
 - Given notice of the open meeting to be held right before the closed session, so that the presiding officer can hold the required public vote to close?
 - Made sure that the initial open meeting will be attended by a member designated to take training in the Act, and, if a designated member cannot attend, made sure that the public body is ready to complete this compliance checklist at the open meeting and keep it to attach to the minutes?
 - Equipped the presiding officer to prepare a written statement with the required disclosures? (for a model form with instructions, go to:
<http://www.marylandattorneygeneral.gov/Pages/OpenGov/Openmeetings/default.aspx>)
 - Equipped the presiding officer to limit the closed session discussion to the exceptions and topics cited on the written closing statement? Arranged for closed-session minutes to be kept and adopted as sealed?
 - Equipped someone in the closed session to keep a record of each item of information that must be disclosed in the minutes of the next open meeting? (for the list, see the model closing statement).
 - For a meeting recessed to hold a closed administrative session, arranged to disclose, in the minutes of the next open meeting, the date, time, and place, persons present, and subjects discussed?
6. Have you arranged for the preparation, the adoption as soon as practicable, and posting online if practicable, of minutes of the open meeting, including summaries of any prior closed sessions, and this form (when required), completed on this side?

*This checklist is designed for general use as well as for use at open meetings of public bodies that hold closed meetings, when a member designated for training cannot attend the initial open meeting. See GP § 3-213(d). Like the earlier checklists, this checklist gives general guidance, does not guarantee “compliance” with every provision of the Open Meetings Act, and will be revised occasionally.



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STATUTORY AUTHORITY TO CLOSE SESSION (THE FIFTEEN "EXCEPTIONS") General Provisions Article § 3-305(b)

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of an individual with respect to a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related to the acquisition;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations; (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) To discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- (15) (Eff. 10/1/18) To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information, including information that is: 1. Related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity; 2. Collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or 3. Related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.



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CLOSING STATEMENT

UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

(This form has two sides. Complete items 1-4 before closing the meeting.)

Recorded vote to close the meeting. Date: September 27, 2023 **Time:** 7:12p.m.

Location: 9200 Basil Court, Suite 406, Largo, MD 20774

Motion to close meeting made by: Carlo Sanchez

Second by: Dr. Andrea Coleman

Members in Favor: Davall, Sanchez, Bryant, Coleman, James, Armando Jones, Melton, O'Neal, Ridley, Springs, Vergamini

Opposed: n/a

Abstaining: n/a

Absent: n/a

Statutory authority to close session (check all provisions that apply): This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b) only:

(1) “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (2) “To protect the privacy or reputation of individuals concerning a matter not related to public business”; (3) “To consider the acquisition of real property for a public purpose and matters directly related thereto”; (4) “To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State”; (5) “To consider the investment of public funds”; (6) “To consider the marketing of public securities”; (7) “To consult with counsel to obtain legal advice”; (8) “To consult with staff, consultants, or other individuals about pending or potential litigation”; (9) “To conduct collective bargaining negotiations or consider matters that relate to the negotiations”; (10) “To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans”; (11) “To prepare, administer, or grade a scholastic, licensing, or qualifying examination”; (12) “To conduct or discuss an investigative proceeding on actual or possible criminal conduct”; (13) “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”; (14) “Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in



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the competitive bidding or proposal process”; (15)___ “To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to” (i) “security assessments or deployments relating to information resources technology”; (ii) “network security information,” such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) “deployments or implementation of security personnel, critical infrastructure, or security devices.”

For each provision checked above, the corresponding topic to be discussed and the public body’s reason for discussing that topic in closed session.

Citation Number	Topic	Reason for closed-session discussion topic
§3-305(b) (1)	Administrative Personnel Matters	Discussion of administrative/personnel PAB matters

This statement is made by *Felvi Darrall*, Presiding Officer.



CLOSED-SESSION SUMMARY

SUMMARY OF CLOSED SESSION HELD ON: September 27, 2023

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 7:12p.m.

Place (location) of closed session: 9200 Basil Court, Suite 406, Largo, MD 20774

Purpose of the closed session: Administrative Matters

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Davall, Sanchez, Bryant, Coleman, James, Armando Jones, Melton, O'Neal, Ridley, Springs, Vergamini

Members opposed: n/a

Abstaining: n/a

Absent: n/a

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Σ Topic #1: § 3-305(b) (1) Σ Topic #2: § 3-305(b) () Σ Topic #3: § 3-305(b) ()

(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic Description	Persons Present for Discussion	Action Taken/Each Recorded Vote
Administrative Personnel Matters	PAB Members: Chair Davall, Vice Chair Sanchez, Bryant, Coleman, Armando Jones, James, Melton, O'Neal, Ridley, Springs, Vergamini STAFF: Denise Hall, Marva Jo Camp, Tangi Allen, Ashley Ritter	<ul style="list-style-type: none">Vote to Return to Open Session