

TOWN OF WEST HARTFORD

MINUTES

SPECIAL MEETING

CIVILIAN POLICE REVIEW BOARD

July 21, 2021 6:30 PM

WEST HARTFORD POLICE DEPARTMENT, TRAINING ROOM

I. Meeting Opening – 6:34 PM:

A. Call to Order

B. Commissioner Morales welcomed everyone and started the meeting at 6:34 pm.

C. Pledge of Allegiance

D. Roll Call: Veronica Badiola, Robin Kallor, Adrienne Billings-Smith, Alberto Cortes, Bjorn Burek, Nabin Chettri and Olinda Morales were present. A quorum of members were present.

Alternates were also present: Kathleen Costello Hindman and Gabriella Downey. Matthew Horowitz was not in person but arrived by telephone after the tour of the Police Department.

II. Approval of Meeting Minutes

Motion made by: Alberto Cortes

Motion seconded by: Adrienne Billings-Smith

Vote: Motion passes unanimously

III. Tour Of the Police Department

Committee members toured the Police Department. The tour was conducted by Assistant Chief Lawrence Terra, Captain Eric Rocheleau, Captain Rob Riccobon and Lieutenant Daniel Moffo.

IV. Training

- A. Assistant Corporation Council, Cynthia Lauture: The Civilian Police Review Board was only recently established, so things may change as the Board evolves. The CPRB may want to consider implementing its own bylaws. Attorney Lauture discussed how the process would work following the receipt of a complaint. After the investigation report is completed, her office will redact information protected disclosure in accordance with the Freedom of Information Act. A staff liaison will be appointed who will reach out to the Chair to inform her that there is an investigation for review by the CPRB. The Chair will schedule a meeting and ask for availability and response by the members within three days. For those available, a packet of the investigation report will be delivered to those available to attend the meeting. At least one alternate should plan to be present at each meeting. The meeting will be scheduled; agenda posted. The meetings will be public, but no public comment. If the Board members feel that they need additional information, they should make a request to the Chair so that Board can receive such information before the meeting. If there is a need for executive session as indicated in Conn. Gen. Stat. § 1-210, we will need to vote on whether to go into executive session. There will not be any votes in executive session. We exit executive session and vote thereafter. The CPRB reviews the complaint and any public records or files necessary to review. CPRB shall recommend by majority vote whether to sustain or remand such completed internal affairs investigation. If sustained, the findings stand; if remanded, the matter is referred to the Chief. The matter should be remanded on one or more of the following: thoroughness, completeness, accuracy or objectivity. The form must be completed out for each of these grounds in the event the matter is remanded. The secretary will compile the grounds and include the analysis on the form. We can discuss, as a Board, whether the grounds should also be evaluated if the findings are sustained. The timeline is 60 days to complete the recommendation. We don't know whether the Board will review a remanded report following remand. In June, the Board will put together a report containing a summary of meetings, number of complaints and whether there are consistent issues with the reports as well as policy recommendations for the Board going forward. The Board should have this drafted in May to ensure timeliness in the preparation of that report. The members of the Board were given a confidentiality pledge to review and sign.
- B. Assistant Chief Lawrence Terra: Reviewed the standards of conduct and prohibited conduct policies. There could be multiple charges brought as a result of the same incident. Officers are given notice of charges when they are investigated.

C. Captain Rob Riccobon: Discussed the community outreach programs within the Police Department.

D. Assistant Chief Lawrence Terra requested that we schedule a ride along through the Chair and that we select possible dates for use of force simulation.

V. **New Business:** None.

VI. **Adjournment**

Motion to Adjourn

Motion made by: Adrienne Billings-Smith

Motion seconded by: Veronica Badiola

Motion passes – unanimously

Meeting ended: 9:24