

**POLICE COMMUNITY RELATIONS & REVIEW COMMISSION**  
**February 18, 2016**

**ITEM 1.**

**Call to order.**

The Oxford Police Community Relations & Review Commission meeting was called to order at 7:06 p.m. by Doug Elliott, City Manager. Members present were: Deirdre DeLong, Jonathon Joseph, Patrick Meade, Shana Rosenberg, Jacqueline Rioja Velarde and Aimin Wong. Amber Franklin was not available.

John Buchholz, Assistant to the Chief, Business and Outreach and Mary Ann Eaton, Clerk of Council were in attendance for the City.

**ITEM 2.**

**Introduction of members.**

Mr. Elliott noted he was an ex-officio member of the commission and the commission would elect its officers this evening. Mr. Elliott advised he had been with the City since 2007 and he enjoyed it very much. Mr. Elliott noted he wanted to be involved with this commission since he worked closely with the Community Relations Commission who spent a lot of time thinking about this commission and drafting legislation to create it. Mr. Elliott advised he served as the Safety Director for the City and he was happy to be here to get the inaugural meeting off the ground. Mr. Elliott asked everyone to introduce themselves and convey why they wanted to serve on the PCR&RC.

Mr. Meade advised he had been in Oxford since 1972. Mr. Meade noted his desire to be on this commission dated back to 2013 after attending a NAACP meeting and thinking Oxford and the Oxford Police Departments (City and Miami University) were good but maybe they could be better. Mr. Meade advised the Community Relations Commission (CRC) began crafting the process to establish this commission in early 2014 and he was excited that the CRC got it going with Mr. Elliott's help and input from the Oxford Police Department and from City Council.

Mr. Joseph advised he was born and raised in Oxford and attended Talawanda schools. Mr. Joseph advised Mr. Meade informed him about this commission and he was very interested in serving on it because he believed any place could be better.

Mr. Rioja Velarde advised she had been in Oxford since 2003 and it was a great community in which to raise a family. Ms. Rioja Velarde noted as everyone had said, Oxford was an amazing community but at the same time there should be ways to explore the community in different ways.

Ms. Rioja Velarde advised since 2003 Oxford had become more diverse and in her classes of 100 students there were now many more Asian, African American and Latino students and that was true of families in Oxford as well. Ms. Rioja Velarde noted it was important to know who was here and how to integrate everyone.

Mr. Buchholz advised he worked for the Police Chief's Office performing community outreach, special events and special projects tasks. Mr. Buchholz noted he retired 8 years ago after 33 years as a fulltime Police Officer finishing his career as a Detective Sergeant. Mr. Buchholz advised he was encouraged by this new commission and would assist them in any way he could.

Mr. Elliott noted he invited the City Clerk, Mary Ann Eaton to this inaugural meeting and she would take the minutes this evening. Ms. Eaton advised she had worked for the City since 2001 and for the City Manager's Office since 2004 where she became the Deputy Clerk. Ms. Eaton noted she was appointed City Clerk in 2009 and although most of her responsibilities were related to City Council, she assisted Boards and Commissions as needed.

Mr. Wang advised he came to Oxford in 1994 and brought his wife and family to Oxford a year later noting his children attended Talawanda Schools. Mr. Wang advised he taught at Miami University and he wanted to learn more about the City and do more service for the City noting he felt this was a good opportunity. Mr. Wang advised he liked Oxford and found it to be a very nice, good and safe City, very different from the City he came from. Mr. Wang noted he came from Beijing, one of the largest cities in the world.

Ms. DeLong advised she came to Oxford in 1985 as a student and graduated from Miami University. Ms. DeLong noted she worked for the university for a while and then took a job in Cincinnati but chose to live in Oxford and commute. Ms. DeLong noted like everyone else she loved Oxford and felt it was time to give back to the City that gave her so much. Ms. DeLong advised she wanted to facilitate access and noted when you are on the inside you think everyone feels comfortable and should be comfortable. Ms. DeLong noted when you are on the outside you may not feel that way. Ms. DeLong advised her goal would be to bridge that gap.

Ms. Rosenberg advised she had been in Oxford all of her life and raised children through the Talawanda School District. Ms. Rosenberg noted in the past she worked as a youth services librarian and although she was a stay at home mom now, she tried to volunteer in the community. Ms. Rosenberg advised she was on the Friends of the Lane Library Board and assisted with the Kramer School PTG. Ms. Rosenberg noted she kept herself apprised of national events going on with police departments and citizens and she wanted to see all demographics living in Oxford feel comfortable with the police. Ms. Rosenberg advised she saw her role as helping the community feel more comfortable and a part of helping to solve crime and prevent crime without feeling they were being unfairly targeted.

Mr. Elliott thanked the commission members for their willingness to serve and thanked them on behalf of City Council as well.

### **ITEM 3.**

#### **Purpose of PCR&RC.**

Mr. Elliott noted a copy of the enabling Ordinance for this commission was distributed to each member (No. 3339) and advised he would review it with them. Mr. Elliott briefly outlined Section 141.04 of the Ordinance which covered Establishment, Purpose, Membership and Terms. Mr. Elliott briefly outlined Section 141.042 which covered Officers, Meetings, Quorum and Rules noting the commission needed to elect a Chair and Vice Chair to preside over future meetings. Mr. Elliott briefly discussed Section 141.043 which covered Duties of the commission and Section 141.044 which covered the Complaint Procedure. Mr. Elliott discussed Section 141.045 Commission Review and Recommendations. Mr. Elliott noted as time went on if the commission felt the Ordinance needed to be changed, stricken or expanded upon, recommendations could be made to City Council to consider amending the Ordinance.

Mr. Meade and Mr. Elliott provided additional information regarding the reasons this commission was formed, how it was formed and answered several questions from commission members regarding the number of complaints received and the methods used for the recruitment and training of Police Officers. Mr. Elliott advised he planned to have staff members including Police Officers attend each meeting of the commission to discuss the training and recruitment process for Police Officers and other topics the commission wished to learn about.

### **ITEM 4.**

#### **Discussion of Oxford Police Academy & Ride Along.**

Mr. Elliott advised Mr. Buchholz would discuss the Citizens Police Academy and the Ride Along program noting 4 members of the commission were participating in the current Citizens Police Academy.

Mr. Buchholz advised the Citizens Police Academy was designed to introduce community members to various aspects of policing and to members of the police division to learn about some of the duties they performed. Mr. Buchholz noted it was a 10 week academy and next week the coroner would be there to speak about drug related deaths. Mr. Buchholz advised Police Officers and Public Safety Assistants would share information about parking in Oxford, taxi cabs in Oxford, the group would meet members of the Special Response Team, spend time at the Fire Division and a simulated school shooting would take place at Kramer School. Mr. Buchholz noted participants were encouraged to schedule a Ride Along with the Police Division. Mr. Buchholz advised if members of this commission wished to participate in a Ride Along they could email him and he would schedule it noting the Ride Along started at 9:00 p.m.

**ITEM 5.**

**Organization, Selection of Chair, Vice Chair and Secretary.**

Ms. Rosenberg nominated Mr. Meade for the position of Chair. Ms. Rioja Velarde seconded. Ms. Rioja Velarde moved to close the nominations. Mr. Wong seconded. The motion carried 6-0-0. The nomination carried 6-0-0.

Ms. Rioja Velarde moved to nominate Ms. DeLong for the position of Vice Chair. Ms. Rosenberg seconded. Mr. Wong moved to close the nominations. Mr. Joseph seconded. The motion carried 6-0-0. The nomination carried 6-0-0.

After a brief discussion Mr. Meade suggested postponing nominations for Secretary until all commission members were present.

**ITEM 6.**

**Other Items.**

Mr. Meade advised he would like the commission to set some topics for future agendas and establish procedures for how the meetings would be run, specifically when citizens would have the opportunity to speak. Mr. Elliott suggested making public participation an agenda item for topics **not** on the agenda at the beginning of the meeting and allowing public comments for items **on** the agenda as they came forward much like the way public comments were handled at Council meetings.

The commission discussed agenda items for future meetings which included hiring, training and intercultural communications for Police Officers. Mr. Elliott added the following: Use of Force, Miami University Police Department and Oxford Township Police Department relations, Police Reporting and Crime Reports. The commission decided training for Police Officers would be the topic for the next agenda.

Mr. Meade noted the Ordinance directed the commission to meet at least once per year to specifically invite the community for reporting to be public. It was suggested this might be done in the fall of 2016. Mr. Meade advised the Ordinance also directed the commission to meet with the Police Chief or his designee about data the commission requested to be provided to them. Mr. Meade noted the commission needed to talk about what data they felt was important to gather to get a picture of policing in Oxford.

After a brief discussion regarding false complaints, anonymous complaints and procedures for commission members to handle complaints, it was decided the 'Complaint Form' would be another topic for the next agenda.

**ITEM 7.**

**Future Meeting Dates.**

The next meeting of the Police Community Relations & Review Commission will take place Tuesday, April 12, 2016 at 6:00 p.m. at the Oxford Fire Station.

**ITEM 8.**

**ADJOURN**

Mr. Wong moved to adjourn at 8:27 p.m. Ms. DeLong seconded. The motion passed 6-0-0.