

# **MIAMI-DADE COUNTY INDEPENDENT CIVILIAN PANEL MEETING MINUTES**

TUESDAY, APRIL 11, 2023, 6 PM TO 8 PM  
SPCC, 111 NW 1<sup>ST</sup> STREET, CONFERENCE ROOM 1011  
MIAMI, FL 33128 - (305) 375-1799

## **Members in Attendance:**

Loreal Arscott, Esq. (Chair)

Oscar J. Braynon, II

Eddie Dominguez

Joshua Jones, Esq.

Ruben Paillere, Esq.

Pam Perry, Esq. (Vice Chair)

Clemente Vera

## **Members Excused:**

Joe Celestin

Raymond Melcon

## **Staff in Attendance:**

Ursula Price, Executive Director ICP

Laura Morilla, Director, Office of Community Advocacy

Griselle Marino, Office of Community Advocacy

Shannon Summerset-Williams, Assistant County Attorney

- I. Welcome and Introductions
- II. Reasonable opportunity for the public to be heard – two minutes per person.
  - a. Susan Khoury – Listening sessions are a great way to broker community involvement. Provide 4 dates for the meet and greet so we can plan with the community. We've discussed doing N, S, W and E neighborhoods so we can listen to the community. The community

worked for a long time to get the ICP. We've spent a lot of time and effort but hoping everyone on the panel is willing to commit full heartedly or bow out and allow someone else to be appointed. It's a big commitment at a critical time.

- III. Approval of agenda
  - a. Jones moved. Dominguez 2<sup>nd</sup>. All ayes
- IV. Approval of minutes
  - a. Edit February 7, 2023, meeting minutes to say Shannon Summerset Williams instead of Shanika Graves
- V. Executive Director's report:
  - a. Administration – Provided office location – 73 W Flagler 19 floor.
    - i. Hiring – Adm. Staff starting in two weeks/working on job announcements to be approved for a Communication/Community Outreach Specialist and a Policy Analyst and Investigator (contract)
    - ii. Infrastructure – Communications material/Define the ICP Mission/Create website/Flyers/Promotion material/Review of the flyer requested at the meeting.
      - 1. Database – Tracking purpose/Contract is in motion.
      - 2. Equipment – Equip the office with general and basic equipment.
      - 3. NACOLE Membership and Conference Registration – attendance confirmation needed by next ICP meeting to add to the budget. Conference dates announced.
  - b. Budget – Develop listening sessions and schedule outreach events.
  - c. Intake – Intake forms and process to be approved before reviewing cases at the next meeting.
  - d. Complaints to date – two complaints outside our jurisdiction. The ED offered to help them find the right department to file the complaint and one accepted and the other one declined the help. ICP jurisdiction is MDPD. Other police departments outside our jurisdiction can obtain civilian oversight by reaching out to their legislators and crafting a memorandum of understanding. One complaint from Miami Dade Corrections but no success reaching anyone IA for corrections and three complaints about MDPD officers all eligible for investigations. Case file investigation to take place at the next ICP meeting.
  - e. Suggested classification and next steps.

- iii. Complaint Intake Process - Intake packet will contain basic complainant information, general information about the incident, information about the officer and a narrative about the nature of the complaint. This form will be available online and in a paper form and help will be provided if needed. The recommendation is that we refer the case to the appropriate police department and give them an opportunity to investigate. The recommendation is to focus on administrative investigations as we can best use our resources critiquing the investigations done by IAB.
- d. Research
  - i. Potential Partners – other police bodies
  - ii. Draft Survey - Survey also distributed to the panel members for approval to be sent back to the ED by the beginning of May for distribution.
- e. Looking forward
  - i. Case review in next meeting
    - 1. Listening Sessions - Event scheduled for Saturday 4/15/2023 Brownsville Neighborhood Association 9am at 3090 NW 50. Event with American Civil Union had to be rescheduled. Upcoming event May 17, 2023, at 6pm with the Florida Rising Association – Location TBA. Outline of questions included in packets for the panels review as these are used in the community meetings. District 6 and 10 expressed concerns with human trafficking and conversations with other regions interested in a partnership.
  - ii. Possible Panel recommendations while reviewing cases and how/where to refer cases outside of the scope of the panel.
  - iii. Strategic Plan

## VI. Chair's Report

- a. Renewing commitment to the panel. We've got a director and have overcome roadblocks. Price and Beamud have been working to set up the office. We are delighted that we're going to have an administrator. There's work that should be done in committees. Finalize bylaws, community outreach plan, etc. We sunset the screening committee but the training committee has a lot of work to do as well. Meetings are the 4th Tuesday at 6pm. Bylaws are silent on attendance, but the ordinance is directly on the point. We can't start a meeting without a

quorum. Staff needs to establish quorum in advance – at least one week before the meeting when we send out the agenda and reminder.

- b. We have one new appointee. We need to convene the nominating committee. One district asked for suggestions.
- c. The people we need to talk to are the ones who are not in the room right now. We need to be more cautious about what we considered an excused absence and we need to exercise our rights to ask for people's removal. Ask that the chair reach out to people who aren't here individually and see if they are committed.
- d. Public aware that we share their concerns and frustration. Do we have a mechanism to track attendance? We will be enforcing the ordinance. The bylaws committee will be adding a provision re attendance and a satisfactory excuse. (Add the reason for not attending to the tracking spreadsheet). Bring it to the next meeting. Discussion – may excused doesn't matter. It just should be so many missed meetings. Please make sure that we have the meeting sent to everyone's calendar. And email reminders.
- e. Ad hoc committees we need to create:
  - i. Communications – Basic branding needs to get sorted out.
  - ii. Membership – Orientation for new panel members.
  - iii. MOU committee – Ordinance let us form MOUs with municipalities. In order for them to buy in, we need to firm up the process and engage municipalities. Encourage panel members to think about the municipality where they live. Encourage folks to speak to the council members.
- f. With bylaws, we will be looking at rules of decorum for the panel and audience.

## VII. Committee Reports

- a. Training Committee:
  - i. Status
  - ii. Training Calendar – Ursula will resend the proposed dates for July in an email for the panel members who missed it, and only one new panel member needs to attend.
- b. Complaint Intake:
- c. Bylaws Committee
  - i. Adopt Bylaws
  - ii. Bylaws are on ICP website, don't think there are many changes.
  - iii. Suggested edit on p2 - update our address – send out update re suite 1900 not 1902
  - iv. Bylaws adopted.

- d. Legislation
  - i. Charter Ordinance Review
- e. Outreach Committee
  - i. Events and Flyer
  - ii. Approve ICP Mission and Vision Statements

VIII. New business:

- a. Vote on the adoption of the Bylaws
- b. Vote on Complain Intake and Case Review Process
- c. Vote on the Mission (Mission Statement Approved: ***The Independent Civilian Panel is an impartial review panel created to be a mechanism for external community fact finding and dispute resolution regarding the police in Miami Dade County. The Panel investigates, reviews investigations, and conducts studies to issue public reports, recommendations and changes to training and policy on behalf of the civilians of Miami Dade County).*** and Vision Statements (pending).
- d. Date for NACOLE training – November 12-16, 2023
- e. April 25 Meeting Date – Will occur on May 23, 2023
- f. Nominating Committee Chair and Membership\*
  - i. Senator Braynon chair
  - ii. Mr. Vera Co-chair
- g. Complaint Committee Chair and Membership (Intake)
- h. Law Enforcement Policy and Procedures Chair and Membership
- i. Creating an ad hoc Communications Committee
- j. Creating an ad hoc Membership Committee
- k. Contact Ursula or Loreal to join a committee.

IX. Reasonable opportunity for the public to be heard – two minutes per person.

- a. Warnell Green – 26438 SW 134 Ave. Veteran teacher and about to retire in June. On February 3<sup>rd</sup> my brother passed and I've been having problems with his step children. Got a restraining order against one of them. He was allowed to get a restraining order against me making false allegations. MDPD let him come to my house – its all on camera. Trying to find out why he was allowed to come to my house. Waiting for a sgt to call me back about why his officers allowed that.
- b. Jean Baker wonderful to hear the progress you're making. 1717N Bayshore drive Miami. Applause to you for your dedication. Relieved to hear you bring up MOUs with other police departments. Important to the panel's survival despite sheriff election.
- c. Susan Khoury – 1127 SW 64 Ln. Meet and Greet Dates. Ordinance does allow us to run concurrent investigations with IA – the only

advantage to waiting for IA is that you get to see the police interview because we don't have access. Think you should look at both at the same time, whether civil or criminal.

- i. Rescheduling with COB – trying to see if they can host the May 23<sup>rd</sup> meeting and we'll circle back to let the panel know. Oh wait, that's the case review. We will come up with some dates. COB is wide open is ready for us. I'm happy to coordinate with him.

X. Adjournment 7:52