



To: Town Board Members
From: Ali Boak, Co-Chair, Criminal Justice Reform and Reinvention Committee
Date: November 3, 2021
Re: Background Materials for Work Session on Establishing Permanent Criminal Justice Review and Advisory Board

On April 1, 2021 the Pound Ridge Criminal Justice Reform and Reinvention Committee submitted a Report to Governor Cuomo as required by State Law. The first recommendation of the committee detailed in the report is to establish a permanent review and advisory board. Below are the sections of the report outlining the recommendation and a draft committee charge follows.

Recommendation 1:

Establish a permanent review and advisory board

While the PRPD enjoys strong community support and receives few civilian complaints, the national climate necessitates that we be proactive in preventing police bias and prepared for the possibility that it could manifest despite our prevention efforts. Civilian oversight has been shown to make policing equitable and transparent because it is a process by which non-police community members can regularly provide input into police department operations. The key to the success of civilian oversight is for civilians to be empowered to participate in joint reviews historically done only by the police department. Thus, the committee recommends that the Town Board create a permanent review and advisory board. See Appendix D for details, including a suggested charge for the proposed board.

Further Recommendations

Recommendation 1.1 The Criminal Justice Review and Advisory Board (CJRAB) should be composed of nine voting members, eight of whom should be civilians and one of whom should be the Pound Ridge Police Chief. Other civilian and police representatives may be invited to participate as non-voting members

Recommendation 1.2 The CJRAB should be empowered to review and make recommendations on all investigations involving employee misconduct by officers to the Chief of Police and should be empowered to make recommendations to the Town Board and/or Town Attorney in cases involving the Chief of Police.

Recommendation 1.3 The charge of the CJRAB should include an annual review of PRPD policies.

Recommendation 1.4 The charge of the CJRAB should include review of police incidents involving the use of force.

Recommendation 1.5 The charge of the CJRAB should include review of all civilian complaints. Pound Ridge Criminal Justice Reform and Reinvention Committee 26 Report to Governor Andrew Cuomo March 2021

Recommendation 1.6 The charge of the CJRAB should include other activities and strategies that monitor and mitigate bias in policing, whether bias is actual or perceived.

Appendix D: Proposed Structure of Criminal Justice Review and Advisory Board (CJRAB)

Purpose:

The Town of Pound Ridge is committed to preventing bias in our Policing and does not tolerate behaviors or policies that create unfair treatment of citizens based on their race, ethnicity, religion, sexual orientation or gender identity . The mission of the Pound Ridge Criminal Justice Review and Advisory Board is to ensure policing policies, strategies, processes, and personnel support an active commitment to anti-bias, and serve the needs of a diverse community.

In instances where the board believes individual or institutional bias exists, explicit or implicit, actual or perceived, the board will be empowered to recommend appropriate course of actions to remediate bias. This may include recommendations related to changes in policy, training, hiring, communication, or other recommendations that are deemed corrective in nature.

Structure & Operation:

The board will be comprised of (9) voting members:

Seven (8) civilian residents of Pound Ridge appointed by the Town Board, and the Chief of Police or his/her designee. The Town Board should actively seek diverse representation, giving priority and preference to individuals from varying races, religions, ethnicities, genders, sexual orientations, gender identities, abilities, ages, places of origin, and socio-economic backgrounds.

The board will also be comprised of non-voting members:

Two additional members of the police department, on a rotating basis, will be invited to participate, except in matters of personnel

The Town Board may, at its discretion, designate a non-voting Town Board liaison to the CJ RAB.

At the CJ RAB's discretion, other non-voting members may be invited to participate from time to time.

The board will appoint two co-chairs, who will determine meeting frequency depending on the workload.

Key Functions of CJ RAB include:

- 1) Review (and modification, if necessary) all Pound Ridge Police Department policies, on an annual basis.
- 2) Review Police Use of Force incidents that are reported to New York State Department of Criminal Justice Service, and those that result in a citizen complaint. The Board may, at its discretion, review other incidents outside of these parameters
- 3) Review Officer level incident reporting and any citizen complaints about officers, and prepare a report for Police Chief that identifies policy violations, or other officer behaviors not aligned with the department's mission. (In instances where Police Chief is subject of such an incident or complaint, CJ RAB will submit its findings to the Town Attorney).
- 4) Advise and assist Police Chief on development of a communication plan with the community, to ensure all demographics of the community understand the mission, policies, and programs of the Pound Ridge Police Department.
- 5) Seek regular feedback from the community, to obtain feedback about evolving needs, experiences with the PRPD, and opportunities for the PRPD to consider addressing. This may come in the form of regular surveys of the

community, including those outside of Pound Ridge that have been involved in incidents in Pound Ridge.

- 6) With the Chief of Police, develop education and/or training that supports our mission of anti-bias policing.
- 7) Monitor national incidents and as needed provide recommendations on policy changes, and/or public statements to the Town Board and/or Chief of Police as a result of incident.
- 8) Keep the town board updated on work, and provide transparency to the public including reporting out annually the Committee's goals, objectives and accomplishments