
Police Civilian Review Panel

Meeting Agenda

Location: Fairfax County Government Center, Conference Room 9/10

Date: April 7, 2022

Time: 7:00 pm

Agenda details:

I. Call to Order

II. Agenda Items

- a. Approval of Agenda
- b. Approval of February 28, 2022 Draft Meeting Summary
- c. Introductions of New and Current Panel Members
- d. Panel Foundations: Review of Bylaws and Code of Ethics
- e. Panel Mission and Processes
- f. Debrief on FCPD Community Day
- g. Training Needs
- h. Outreach Goals

III. New Business

IV. Adjournment

Panel Meeting Schedule:

- May 5, 2022 at 7:00 p.m.
- June 2, 2022 at 7:00 p.m.
- July 7, 2022 at 7:00 p.m.

Police Civilian Review Panel

February 28, 2022

Conducted Electronically due to COVID-19 Pandemic

Meeting Summary

Panel Members Present:¹

Cheri Belkowitz

Todd Cranford

Jimmy Bierman, Chair

Frank Gallagher

Bryon Garner

Dirck Hargraves

Shirley Norman-Taylor

William Ware

Janell Wolf

Others Present:

Rachelle Ramirez, OIPA

Steven Richardson, Executive Director,
PCRP

Richard Schott, Independent Police Auditor

NOTE: The Panel's February 28, 2022 meeting was conducted electronically due to the COVID-19 Pandemic. The electronic meeting was hosted on WebEx and allowed for members of the public to virtually attend via WebEx or conference call.

The Panel's business meeting was called to order at 7:01 p.m. and all Panel Members were present. Mr. Bierman welcomed everyone to the Panel's February 28, 2022 meeting and noted a few housekeeping rules.

Motions to Conduct Electronic Meeting: Mr. Bierman took roll call to verify a quorum of the Panel was present and to ensure each Panel Member's voice could be heard clearly. He asked each Panel Member to state their name and the location from which they were participating.

Ms. Belkowitz was present and participated from Fairfax Station, Virginia.

Mr. Bierman was present and participated from McLean, Virginia.

Mr. Cranford was present and participated from Fairfax, Virginia.

Mr. Garner was present and participated from Alexandria, Virginia.

Mr. Gallagher was present and participated from Fairfax, Virginia.

Mr. Hargraves was present and participated from Kingstowne, Virginia.

¹ One Panel seat was vacant for this meeting.

Ms. Norman-Taylor was present and participated from Lorton, Virginia.

Mr. Ware was present and participated from Alexandria, Virginia.

Ms. Wolfe was present and participated from Fairfax, Virginia.

Mr. Bierman moved that each member's voice may be adequately heard by each other member of this Panel. Mr. Hargraves seconded the motion and it carried unanimously.

Mr. Bierman moved that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the Panel to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this Panel and the physical presence of the public, cannot be implemented safely or practically. He further moved that the Panel may conduct this meeting electronically through a dedicated WebEx platform and audio-conferencing line, and that the public may access this meeting by using the WebEx attendee access link or by calling 1-844-621-3956 and entering access code 2348 494 3034 as noted in the Public Meeting Notice. The motion was seconded by Mr. Hargraves and it carried by unanimous vote.

Mr. Bierman moved that all matters addressed on the agenda are necessary to continue operations and the discharge of the Panel's lawful purposes, duties, and responsibilities. Mr. Hargraves seconded the motion and it carried by unanimous vote.

Acknowledgments

Mr. Bierman expressed his appreciation to Mr. Gallagher and Ms. Norman-Taylor for their dedication and service to the Panel. Both Mr. Gallagher and Ms. Norman-Taylor provided parting remarks as they each will be stepping down from the Panel after tonight's meeting. Ms. Belkowitz expressed thanks to Mr. Bierman for serving as the Chair of the Panel. Mr. Bierman thanked OIPA staff and the Independent Police Auditor for supporting the Panel. Mr. Hargraves expressed desire to thank departing Panel Members and the immediate past chairman in person in the not too distant future.

Introduction of the Panel's Executive Director

Mr. Bierman then introduced the Panel's new Executive Director, Mr. Steven Richardson, who started in his role today. Mr. Richardson introduced himself to the Panel and stated that he has experience in both law enforcement and government. He provided more details on his experience at the New York City Police Department and in investigating police misconduct. Mr. Richardson said that he understood outreach was important to the Panel and that he is working on a strategy. He said he looks forward to being the face of the Panel. He said that he will not be co-located with the OIPA but will be in Suite 150 in the Government Center.

Approval of the Panel's 2021 Annual Report

Mr. Bierman said that the Panel will approve its 2021 Annual Report tonight, which will be sent to the Board of Supervisors. He said that since sending the draft report on Tuesday evening, footnote 5 on page 5 had been changed. He said that the Panel needs to submit its Bylaws changes to the Board of Supervisors and will do so by sending it with the annual report and drafting an action item for the Board's approval.

Mr. Bierman said the annual report covers activities during March 1 to February 28 of the year, which is the Chair's term year. He discussed briefly what was covered in the report, including reforms to the subcommittee process, improved communications with complainants, and issues for the Board's consideration. He said that the Panel's recommendations and comments from the year are also outlined and include the desire for electronic access to investigation files. Mr. Bierman said that the report includes a commitment to get training in the upcoming year.

Mr. Bierman invited Panel members to make any comments on the draft report. Mr. Gallagher stated that he was satisfied that his suggested changes were incorporated and thanked Mr. Bierman for providing a thorough and complete report. Other Panel members commented that they were happy with the draft and did not have any substantive comments. Mr. Garner said he will provide his biography for inclusion in the report. Mr. Ware said that the current introduction in the report is sufficient so that an executive summary is not needed.

Mr. Hargraves suggested that Panel member photographs be added to report or to the website to show the diversity of the Panel. Mr. Cranford agreed with the suggestion. Ms. Belkowitz brought up the topic of diversity on the Panel and discussion ensued on the level of diversity and whether it represents the whole community. Mr. Bierman suggested tabling the addition of photos to the website for a later date.

Mr. Bierman called the question. Mr. Gallagher moved that the Panel accept the report as written, with the exception of Mr. Garner's biography, which will be added following the meeting. Mr. Hargraves seconded the motion and it carried unanimously.

Mr. Hargraves stated that he will consider whether there is still a need for the Panel to meet on Thursday, March 3 or whether he will cancel the meeting.

Adjournment: Mr. Cranford moved to adjourn the meeting. Mr. Hargraves seconded the motion and it carried unanimously.

The meeting adjourned at 7:56 p.m.