**Discussion Notes from May 22, 2023 Work Group Meeting** (draft to be reviewed at 6/5 meeting)

Video recording of meeting: [Community-Police Oversight Work Group - City of Lawrence, Kansas (lawrenceks.org)](https://lawrenceks.org/community-engagement/cpowg/)

*(Facilitator notes in italics; raw notes as recorded on flip chart on 5/22 included at end of discussion notes)*

1. **Welcome and Introductions**

 **Attendees**

 City Staff: Casey Toomay, Hannah Ballard, Farris Muhammad, additional City Staff Work Group Members: Alex Kimball Williams, Doris Ricks, Harrison Baker, Jacqlene Nance- Mengler, Amilee Turner, Brenda Clary, Greg Tempel, Rich Lockhart, Anthony Brixius, Ian McCann

 Facilitator/Scribes: Jonathan Morris, Jenny O’Brien

 Members of the Public (In-person, Zoom)

1. **Work Group Tasks and Responsibilities**

*Facilitator provided a brief overview of Work Group tasks and responsibilities:*

* Charter: City Commission Resolution, Project Charter, Project Timeline and Deliverables
* “Task Force”; this is not the CPRB; this is not a permanent Board or Commission
* Recommendations: Community Complaint Process, Community Police Oversight, Relations
* Members: Community Representatives; CPRB Members; Police Officers & Command Staff

 Understand issues, gather input together, share insights, draft recommendations Work Group: 8 Meetings, All Public & In-Person

* Work Sessions – Members in working meetings, public is present
* Community Conversations – Large events dedicated to public input, Members host
* Discussion: Hopes, concerns, insights, ideas, feedback for Members

 Stakeholders: input, insights, resources, participation (IAP2)

1. **Planning for Community Conversations and Engagement**

*Work Group members were asked to consider the following questions. Flip chart responses recorded during the meeting for specific questions are included in raw notes below. Notes to be reviewed at 6/5 Work Group meeting for clarity and additional input.*

* Q1: Why is this work important? Why do you want to serve? *(Large group sharing)*
* Q2: What are your Hopes for the Work Group and the work that needs to be completed?
* Q3: What are your Concerns for the Work Group and the work that needs to be completed?
* Q4: What guidelines do we need to establish in order to work effectively together? *(Members asked to be thinking of guidelines to create at 6/5 meeting and to use for Community Conversations)*
* Q5: What do we need to do to ensure robust input from the community?
1. **Community Complaint Review Process – Work Group Information and Resource Needs**
* Q6: What information and resources will Members need in order to better understand the Community Police Complaint Process and to make recommendations for improvements?

 *(List to be expanded upon at 6/5 meeting)*

1. **Transparency, Progress Reporting and Next Steps**
* Q7: How do we ensure work is transparent? Accessible to the public? How do we track progress? *(All Work Group meetings are public. Community Engagement portal will house all Work Group documents and resources.)*
* Q8: What did you find most helpful today and what do you need for the next meetings?
* Next steps in the process. Next meeting dates. *(Next meeting June 5)*

***Raw notes as recorded on flip chart paper during 5/22 meeting. (To be reviewed for clarity and additional input at 6/5 meeting):***

**Q2. What are your hopes for the Work Group and the work that needs to be accomplished?**

1. Cohesive, objective process aligns w/ordinance + cannot be refuted
2. Team-oriented board w/ intent to advance board’s objective
3. Desire from LKPD to understand alternative perspectives & listen
4. Increase in self-awareness, continued spirit of learning; sustainable process that’s easy to repeat/navigate when needed; keeps flexibility
5. ~~When we’re all done that~~ Improve quality of life & trust

Q2: What are your hopes for the workgroup? and the work that needs to be completed?

 To not create a process that is a burden on the complainant

Q2: Hopes

* A process that gives due regard to both sides with a neutral review respecting privacy of everyone involved.
* That we come to a conclusion that everyone believes in.

**Q3: What are your concerns for the workgroup and the work that needs to be completed?**

* Worried about being derailed. Worried about status quo stagnating the process.

Q3: Concerns

* Privacy for complainant
* Privacy for the employee
* Want to know what is the problem we are trying to solve.

Q3: What are your concerns for the Work Group and the work that needs to be completed?

Q3: Concerns

1. Wont reach consensus for process
2. Too much gray area – becomes too difficult to follow; clean, clear process
3. Tokenization

***Q4.*** *(Members asked to be thinking about this question which will be discussed at 6/5 Work Session).*

**Q5: What do we need to ensure robust input from the community?**

* Grassroots methods & interactive strategies
* Foster safe environment for people to speak up.
* ~~Se~~  Shared email for public to submit answers + opinions for what they want to see

Q5: Community Input

* Timely feedback to the community
* Non-time bound opportunities to participate. More times/locations that are accessible (mobility, working hours, not just 8-5 shifts)
* Neutral locations – library, depot, etc.

Q5: What do we need to do to do to ensure robust input from the community?

* Specific questions, smaller better than too overarching

Q5: Community Input

Need to see in action, Follow-up mechanism

Quality Outreach – Work of mouth, Flyering, not just surveys

Q5: Variations in methods of communication

How we collect feedback – Knowledge workers preferring virtual engagement

Q5 Need to know groups in marginalized communities & get word to group

Ex. Rural, older age, Categories or types of feedback of who we are trying to meet

Q5 What will success look like relative to community engagement?

**Q6: What information and resources will Members need in order to better understand the Community Police Complaint Process and to make recommendations for improvements?**

* Vision – Mission statements CPRB + Dept.
* DATA – types of complaints, what happened.
* Visio or Wall space
* Understanding of policies & procedures
* Flow chart current process
* Police policy for complaints
* Historical overview.
* Example of complaint Start to finish
* Hypothetical complaint to follow process.

* List of complaints that did not go to CPRB.
* Current state flow chart
* Presentation on current process.
* Personnel rules & accreditation standards
* Instructions for how to respond to citizen input
* Workbooks