

POLICE ADVISORY AND REVIEW COMMITTEE
MINUTES, April 22, 2021

Chairperson Rosa Mar called the meeting to order at 6:01 p.m. on Thursday, April 22, 2021, via Zoom.

PARC members present: Rosa Mar, Ken St. Germain, Anne Barker, Frank Shanklin, Jr., Jered Croom, and Leticia Flores

PARC members not present: Jenae Easterly

PARC staff present: LaKenya Middlebrook, Executive Director

KPD/City of Knoxville Staff: Chief Eve Thomas; Captain Susan Coker; Sgt. Amanda Bunch; Investigator Michael Washam; Lt. Steven Still; Attorney Ronald Mills; Dr. Charles Lomax, Jr., Community Empowerment Director; Debbie Sharp, Office of Neighborhood Empowerment Director

INTRODUCTION

Chairperson Mar welcomed attendees to the 1st Quarter Police Advisory and Review Committee meeting. A motion was made by Ken St. Germain to hold the 1st Quarter PARC meeting virtually out of necessity and public health concerns due to Covid-19; Leticia Flores seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Ken St. Germain moved to approve the minutes of the January 28, 2020 meeting; Jered Croom seconded the motion. There were no changes or adjustments to the minutes; the minutes were approved unanimously via roll call vote.

EXECUTIVE DIRECTOR’S REPORT & SPEAKING ENGAGEMENTS

Executive Director LaKenya Middlebrook gave the following Executive Director’s report for the 1st Quarter:

AUDIT OF DISCIPLINE PROCESS

The Committee audits all completed investigations from the Internal Affairs Unit of the Knoxville Police Department. The results of the third quarter audits were as follows:

Total Cases Audited by Committee: 2

Officers Disciplined 4
Civilian Employees Disciplined 0

<u>Disciplines Imposed</u>	<u>Number of Officers</u>	<u>Number of Civilian Employees</u>
Written Reprimand	2	n/a
Oral Reprimand	1	n/a
Verbal Counseling	1	n/a
Suspension	0	n/a

The Police Advisory and Review Committee concurred with the Internal Affairs Unit's conclusions on the two (2) cases reviewed.

AUDITS OF KPD POLICIES AND PROCEDURES

The Executive Director reviewed the following ordinances, policies, and procedures as part of the evaluation of the Internal Affairs Investigations and complaints brought to the Executive Director:

- General Order 1.43 (Social Network/Media Internet)
- Standard Operating Procedure 1.19 (Unbecoming Conduct)
- Standard Operating Procedure 3.00 (Courtesy)
- City of Knoxville Executive Order (COVID-19 Health and Safety and Related Policies)

ADVOCACY (STRENGTHENING THE RELATIONSHIP BETWEEN THE CITIZENS AND THE KPD)

- The Executive Director met regularly with the Knoxville Police Department Chief of Police staff. Topics of discussion included complaints and questions brought to PARC, cases reviewed by PARC, KPD training, KPD recruitment, violence prevention, approaches to public safety and community engagement.
- The Executive Director participated in meetings with the Mayor, representatives from City departments and community agencies to discuss concerns and opportunities to improve public safety in Knoxville.
- The Executive Director met with members of the community to discuss concerns about law enforcement, answer questions and offer assistance with addressing concerns.

NETWORKING, OUTREACH AND TRAINING

- The Executive Director coordinated and participated in discussions between a youth servicing agency and KPD to discuss and develop safety plans and opportunities for police engagement with program participants.
- The Executive Director participated in discussions, held by Mayor Kincannon, with service providers, youth and community members in the Lonsdale and Five Points/Walter P. Taylor communities.
- The Executive Director participated in East Tennessee Civil Rights Working Group. The Working Group includes advocates, representatives from civil rights organizations, and members of law enforcement.
- The Executive Director participated in the Knoxville Area Urban League Conversations on Race. The discussions included information sharing and dialogue about how to address disparities in Knoxville.
- The Executive Director, Empower Knox Community Engagement Manager and City's United held conversations with several members of the Knoxville Community to discuss violence prevention, including service providers, violence impacted persons, youth, and elected officials.

- Mayor Kincannon appointed the Executive Director continues to serve on the Transformation Impact Plan Committee for the United Way of Greater Knoxville and the Executive Committee of the Knoxville Branch NAACP.

SPEAKING ENGAGEMENTS

March 9, 2021	The Executive Director and PARC Chairperson, Rosa Mar, presented the 2020 Annual Report to Knoxville City Council. The City of Knoxville transmitted the report to the Tennessee General Assembly in February 2021, as required by state law.
March 19, 2021	The Executive Director served as a speaker for the AmeriCorp Lunch n’Learn. The Executive Director gave an overview of the history and work of PARC and answered questions from attendees.
March 23, 2021	The Executive Director met with members of Knoxville Interdenominational Christian Ministerial Alliance to discuss violence prevention, policing, and opportunities for faith leaders to engage in reducing
March 27, 2021	The Executive Director served as a panelist 2021 City of Knoxville Neighborhood Conference. The Panel included Chief Eve Thomas, members of the Knoxville Police Department, and the Executive Director discussing policing, civilian oversight and answering questions submitted by members of the public.

Due to Covid-19, speaking engagements and networking opportunities were limited.

SUBCOMMITTEE REPORTS

Audio/Video Subcommittee Report (Dr. Leticia Flores)

Of the one (1) Referral Action Forms and one (1) Internal Affairs Cases reviewed by the PARC, there was **one** case with documented audio and video recording based on body worn cameras and the incident taking place in the vicinity of the officers’ patrol vehicles and within a recordable range.

Audio/Video Subcommittee submits the following findings for our **1st Quarter** review:

File #2 Referral Action Form

The video and audio equipment for the officer involved was function properly. Body warn cameras and In-car video. The interaction was captured in its entirety.

Summary: The Knoxville Police Department’s General Order 2.16 (Digital In-Car Recording Equipment) details that Officers and vehicles equipped with audio/video recording equipment shall be in a record mode at all times when there is potential for contact with a person in the community, whether on-duty, or during secondary employment. The purpose of digital audio/video recording equipment is to monitor all contacts with a person in the community in all situations possible.

We would also like to mention that the Knoxville Police Department requires Sergeants to review officers' audio and visual footage twice per month to ensure that their wireless microphones are operating properly.

Racial Profiling Subcommittee Report (Jered Croom)

There were three alleged racial profiling cases reviewed by PARC during the 1st Quarter.

Operations Subcommittee Report (Ken St. Germain)

Quarter-to-date Operations Report (October 1, 2020-December 31, 2020)

Total Cases for the Quarter	9
Cases Closed in the Quarter	7*
Resolution of Cases Closed for the Quarter	
Executive Director	4
Mediation: Executive Director & KPD	0
Referrals to Appropriate Agencies	1
KPD	2
Total Cases Resolved	7
Total Cases Pending for the Quarter	
PARC <i>Initiated</i> Cases Referred to IAU for the Quarter	1
IAU Completed Cases Reviewed by PARC for the Quarter	1
IAU Referral Action Forms Reviewed by PARC for the Quarter	1
IAU <i>Initiated</i> Referrals and Cases	0

Training Session: Overview of the Tennessee Bureau of Investigation

TBI Agent Derek Newport presented to the committee about how the agency is trying to have investigations complete within thirty-(30)-days. In the presentation, Agent Newport provided the following: The goal is fact-finding, only information gathering and collecting. TBI does not make recommendations or assessments of disposition for a case nor policy recommendations.

CASE MATTERS ADDRESSED BY THE COMMITTEE

File 1: Committee member asked, “Will this case be used in the future for training on how things can get out of control?” Chief Thomas replied that officers were able to come off-site (City County Building) to view the file and share concerns.

Another committee member asked, “Why wasn’t the term **Black Face** used in the line of questioning by Internal Affairs investigators?” Chief Thomas explained that it was not intentional. Chief Thomas used the term **Black Face** and explained it in her communication to the entire department. Chief Thomas said that the Police Department always looks for the opportunity to enhance training. Furthermore, officers and staff are always learning, some training may be informal.

Jered Croom suggests that foot patrols for Field Training Officers (FTO) in diverse communities can help field tests

File 2: Committee members asked specific questions about the incident being reviewed. Chief Thomas asked for time to review the video and back to PARC.

Committee member asked “what is the policy regarding officers riding with partners wearing masks?” Chief Thomas answered that FTOs are paired with trainee(s) for ten (10) to twelve (12) hours; an approval from the mayor’s office allowed FTOs not to wear masks in car with partners.

Committee Business and Concerns to be Addressed

There were no committee business & concerns

PUBLIC FORUM

One member of the community requested to speak during public forum. Caitla Southall shared concerns about the officer involved shooting of Anthony Thompson Jr.

COMMUNITY UPDATES

There were no community updates

ADJOURN

Committee member made a motion to have the meeting adjourn. The motion was seconded by another committee member.