



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

OPEN MEETING MINUTES

December 13, 2023

Location: 9200 Basil Court, Suite 400, Largo, Maryland 20774

6:49p.m. – 9:11 p.m.

Board Members Present: Chair Kelvin Davall, Vice Chair Carlo Sanchez, Keenon James, Lafayette Melton, Earl O'Neal, Marsha Ridley, Tamika Springs, Daniel Vergamini

Virtual Board Members Present: Dr. Andrea Coleman

Member(s) Absent: Shelia Bryant, Daniel Armando Jones

Staff Present: Denise Hall, Program Administrator; Tangi Allen, Program Associate (present virtually); Ashley Ritter, Administrative Aide

Consultant Present: Marva Jo Camp, Esq., Legal Counsel (present virtually)

Guest(s): N/A

CALL TO ORDER

Chair Davall called the meeting to order at 6:40p.m. Roll Call was taken.

APPROVAL OF MINUTES

Tamika Springs offered a motion to table Minutes from November 29, 2023, until the next meeting on December 27, 2023. The motion was seconded by Marsha Ridley and passed by a unanimous vote. Ayes: 9; Opposed: 0; Abstain: 0; Absent: 2

PUBLIC COMMENT

N/A

OLD BUSINESS

Update AHB Selection Process

Dr. Andrea Coleman advised that the draft vetting process and interview questions were sent to the Board via email. The Board discussed the vetting process. Feedback regarding the vetting process and interview questions should be submitted to Dr. Coleman, Lafayette Melton and Tamika Springs by December 20, 2023, for a potential vote at the next meeting on December 27, 2023.



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

Action Items Updates

Marva Jo Camp advised that an updated copy of the Action Items was submitted to the Board for review.

Strategic Plan

Marva Jo Camp advised that the Executive Leadership team met and asked that the Board place the Strategic Plan on hold until the Annual Report is complete. A final draft of the Strategic Plan was sent to the Board by Denise Hall during the meeting for potential discussion and vote at the next meeting on December 27, 2023.

Outreach Activities Plan

Vice Chair Carlo Sanchez has been working on a community outreach plan and requested input and feedback from Board Members during the meeting. The Board will begin scheduling meetings with primary stakeholders and various community organizations and groups in January 2024. Vice Chair Sanchez will send the draft outreach plan, incorporating Board Member feedback, after the next meeting on December 27, 2023.

Annual Report

Denise Hall emailed sections of the annual report, during the meeting, that had been submitted by Board Members. Ms. Hall requested Board Members to provide feedback by Monday, December 18, 2023. Chair Davall and Vice Chair Sanchez will meet this weekend to discuss the annual report format. Ms. Hall will place all completed sections in the final format for a draft annual report for Board review.

Closing Statement

Chair Davall advised that the Board would enter into Closed Session to review cases. Motion to close the meeting was offered by Marsha Ridley and seconded by Tamika Springs. Motion was passed by a unanimous vote: Ayes: 9; Opposed: 0; Abstain: 0; Absent: 2

Chair Davall read the Closing Statement (attached) before closing the meeting

Meeting Closed: 7:38p.m

Return to Open Session: 9:08p.m.

During Closed Session the Board reviewed cases, recommended updates to the Case Review form to capture specific data and discussed parameters to request information from law enforcement agencies regarding trends. A motion to affirm actions taken in Closed Session was offered by Vice Chair Carlo Sanchez and seconded by Tamika Springs. Motion was passed by a unanimous vote: Ayes: 9; Opposed: 0; Abstain: 0; Absent: 2



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

ANNOUNCEMENTS

Chair Kelvin Davall spoke with the Administrative Charging Committee about scheduling time to meet with the Police Accountability Board. Due to the holiday season, this meeting is slated to take place in January 2024.

The Administrative Charging Committee Program Administrator will provide training dates to review the State Disciplinary Matrix with the Board.

ADJOURNMENT

Marsha Ridley offered a motion to adjourn; seconded by Tamika Springs. The motion to adjourn passed by a unanimous vote. Ayes: 9; Opposed: 0; Abstain: 0; Absent: 2

NEXT MEETING

December 27, 2023 – VIRTUAL via Zoom

Attachments: Closing Statement, Closing Summary, Compliance Checklist

PAB Website: [PAB Website](#)

Meeting Recordings are available on PAB website: [YouTube - Police Accountability Board Playlist](#)



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

CLOSING STATEMENT

UNDER THE OPEN MEETINGS ACT (General Provisions Article § 3-305)

(This form has two sides. Complete items 1-4 before closing the meeting.)

Recorded vote to close the meeting. Date: December 13, 2023

Time: 7:38p.m.

Location: 9200 Basil Court, Suite 400, Largo, MD 20774

Motion to close meeting made by: Marsha Ridley

Second by: Tamika Springs

Members in Favor: Davall, Sanchez, Coleman, James, Melton, O'Neal, Ridley, Springs, Vergamini

Opposed: n/a

Abstaining: n/a

Absent: Bryant & Armando Jones

Statutory authority to close session (check all provisions that apply): This meeting will only be closed under the provision or provisions checked below, all from General Provisions Art. § 3-305(b) only:

(1) “To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals”; (2) “To protect the privacy or reputation of individuals concerning a matter not related to public business”; (3) “To consider the acquisition of real property for a public purpose and matters directly related thereto”; (4) “To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State”; (5) “To consider the investment of public funds”; (6) “To consider the marketing of public securities”; (7) “To consult with counsel to obtain legal advice”; (8) “To consult with staff, consultants, or other individuals about pending or potential litigation”; (9) “To conduct collective bargaining negotiations or consider matters that relate to the negotiations”; (10) “To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans”; (11) “To prepare, administer, or grade a scholastic, licensing, or qualifying examination”; (12) “To conduct or discuss an investigative proceeding on actual or possible criminal conduct”; (13) “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter”; (14) “Before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process”; (15) “To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to” (i) “security assessments or

9200 Basil Court, Suite 406, Largo, Maryland 20774

(301) 883-5042 • Fax: (301) 883-2655 • pgpab@co.pg.md.us




PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

deployments relating to information resources technology”; (ii) “network security information,” such as information that is related to passwords, personal ID numbers, access codes, encryption, security devices, or vulnerability assessments or that a governmental entity collects or maintains to prevent, detect, or investigate criminal activity; or (iii) “deployments or implementation of security personnel, critical infrastructure, or security devices.”

For each provision checked above, the corresponding topic to be discussed and the public body’s reason for discussing that topic in closed session.

Citation Number	Topic	Reason for closed-session discussion topic
§3-305(b) (1)	Review Cases	To review and discuss police misconduct cases

This statement is made by , Presiding Officer.



CLOSED-SESSION SUMMARY

SUMMARY OF CLOSED SESSION HELD ON: December 13, 2023

1. Statement of the time, place, and purpose of the closed session:

Time of closed session: 7:38p.m.

Place (location) of closed session: 9200 Basil Court, Suite 400, Largo, MD 20774

Purpose of the closed session: Review cases of police misconduct

2. Record of the vote of each member as to closing the session:

Names of members voting aye: Davall, Sanchez, Coleman, James, Melton, O’Neal, Ridley, Springs, Vergamini

Members opposed: n/a

Abstaining: n/a

Absent: Bryant & Armando Jones

3. Statutory authority to close session:

This meeting was closed under the following provisions of General Provisions Art. § 3-305(b):

Σ Topic #1: § 3-305(b) (1) Σ Topic #2: § 3-305(b) () Σ Topic #3: § 3-305(b) ()

(add others as needed)

4. Listing of each topic actually discussed, persons present, and each action taken in the session:

Topic Description	Persons Present for Discussion	Action Taken/Each Recorded Vote
Personnel	<p>Board Members: Davall, Sanchez, Coleman, James, Melton, O’Neal, Ridley, Springs, Vergamini</p> <p>Staff: Hall, Allen, Ritter</p>	<ul style="list-style-type: none"> • Reviewed cases of police misconduct • Offered recommendations to update Case Review Form • Discussed parameters to request information from law enforcement agencies • Motion to Reopen Session



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

COMPLIANCE CHECKLIST FOR MEETINGS SUBJECT TO THE MARYLAND OPEN MEETINGS ACT

Date of Meeting: December 13, 2023

1. Did you give “reasonable advance notice” and keep a copy or screenshot?
2. Did you make an agenda available when notice was posted, or, if not yet determined, as soon as practicable, but at least 24 hours before the meeting?
3. Did you make arrangements for the public to attend?
4. Is someone prepared to keep minutes in writing or, otherwise, to run the equipment for minutes in the form of live and archived video or audio streaming?
5. If part of this meeting might be closed to the public, have you first:
 - Made sure that the public body has designated a member to take training in the Act?
 - Made sure that the topic to be discussed falls entirely within one or more of the “exceptions” that allow the closed session? (see the other side for the list)
 - Given notice of the open meeting to be held right before the closed session, so that the presiding officer can hold the required public vote to close?
 - Made sure that the initial open meeting will be attended by a member designated to take training in the Act, and, if a designated member cannot attend, made sure that the public body is ready to complete this compliance checklist at the open meeting and keep it to attach to the minutes?
 - Equipped the presiding officer to prepare a written statement with the required disclosures? (for a model form with instructions, go to:
<http://www.marylandattorneygeneral.gov/Pages/OpenGov/Openmeetings/default.aspx>)
 - Equipped the presiding officer to limit the closed session discussion to the exceptions and topics cited on the written closing statement? Arranged for closed-session minutes to be kept and adopted as sealed?
 - Equipped someone in the closed session to keep a record of each item of information that must be disclosed in the minutes of the next open meeting? (for the list, see the model closing statement).
 - For a meeting recessed to hold a closed administrative session, arranged to disclose, in the minutes of the next open meeting, the date, time, and place, persons present, and subjects discussed?
6. Have you arranged for the preparation, the adoption as soon as practicable, and posting online if practicable, of minutes of the open meeting, including summaries of any prior closed sessions, and this form (when required), completed on this side?

*This checklist is designed for general use as well as for use at open meetings of public bodies that hold closed meetings, when a member designated for training cannot attend the initial open meeting. See GP § 3-213(d). Like the earlier checklists, this checklist gives general guidance, does not guarantee “compliance” with every provision of the Open Meetings Act, and will be revised occasionally.



PRINCE GEORGE'S COUNTY GOVERNMENT

Police Accountability Board

STATUTORY AUTHORITY TO CLOSE SESSION (THE FIFTEEN "EXCEPTIONS") General Provisions Article § 3-305(b)

- (1) To discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom this public body has jurisdiction; or any other personnel matter that affects one or more specific individuals;
- (2) To protect the privacy or reputation of an individual with respect to a matter not related to public business;
- (3) To consider the acquisition of real property for a public purpose and matters directly related to the acquisition;
- (4) To consider a matter that concerns the proposal for a business or industrial organization to locate, expand, or remain in the State;
- (5) To consider the investment of public funds;
- (6) To consider the marketing of public securities;
- (7) To consult with counsel to obtain legal advice;
- (8) To consult with staff, consultants, or other individuals about pending or potential litigation;
- (9) To conduct collective bargaining negotiations or consider matters that relate to the negotiations; (10) To discuss public security, if the public body determines that public discussion would constitute a risk to the public or to public security, including: (i) the deployment of fire and police services and staff; and (ii) the development and implementation of emergency plans;
- (11) To prepare, administer, or grade a scholastic, licensing, or qualifying examination;
- (12) To conduct or discuss an investigative proceeding on actual or possible criminal conduct;
- (13) To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter;
- (14) To discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.
- (15) (Eff. 10/1/18) To discuss cybersecurity, if the public body determines that public discussion would constitute a risk to: (i) security assessments or deployments relating to information resources technology; (ii) network security information, including information that is: 1. Related to passwords, personal identification numbers, access codes, encryption, or other components of the security system of a governmental entity; 2. Collected, assembled, or maintained by or for a governmental entity to prevent, detect, or investigate criminal activity; or 3. Related to an assessment, made by or for a governmental entity or maintained by a governmental entity, of the vulnerability of a network to criminal activity; or (iii) deployments or implementation of security personnel, critical infrastructure, or security devices.