



Approved

**CITY OF YPSILANTI  
POLICE-COMMUNITY RELATIONS/BLACK LIVES MATTER  
JOINT TASK FORCE  
MONDAY, AUGUST 8, 2016 - 7:00 P.M.  
YPSILANTI CITY COUNCIL CHAMBERS  
ONE SOUTH HURON, YPSILANTI, MI 48197**

**I. CALL TO ORDER –**

The meeting was called to order at 7:01 p.m.

**II. ROLL CALL –**

**TASK FORCE**

Council Member Nicole Brown, Chair	Present
HRC Commissioner Jennifer Symanns	Absent
Council Member Anne Brown	Present
HRC Commissioner John Shuler, Co-Chair	Present
Council Member Brian Robb	Present
HRC Commissioner Theresa Saunders	Present

**III. INVOCATION –**

Commissioner Shuler asked all to stand for a moment of silence.

**IV. PLEDGE OF ALLEGIANCE –**

"I pledge allegiance to the flag, of the United States of America, and to the Republic for which it stands, one nation, under God, indivisible, with liberty and justice for all."

**V. AGENDA APPROVAL –**

**Council Member Anne Brown moved, seconded by Council Member Nicole Brown to approve the agenda.**

On a voice vote, the motion carried, and the agenda was approved as submitted.

**VI. MINUTES**

— July 11, 2016

**Council Member Anne Brown moved, seconded by Council Member Nicole Brown to minutes the agenda.**

On a voice vote, the motion carried, and the agenda was minutes as submitted.

## **VII. DISCUSSION ITEMS –**

1. Community Oversight/ Citizen Review Board
  - a. Sub-Committee Report

Council Member Anne Brown stated the Sub-Committee planned for three meetings and has already held two. Ms. Anne Brown said during this meeting there was discussion about changing the name and possibly the board having a broader reach beyond only complaints. Ms. Anne Brown said one more meeting will be scheduled in September and then the Sub-Committee will make recommendations to the Task Force.

2. Review Human Relations Commission Police Complaint Form Changes.

Commissioner Shuler stated after the Task Force approved the Complaint Form the Human Relations Commission made some additional changes. Mr. Shuler explained the changes made were not contextual and are intended to protect the anonymity of the complainant.

Council Member Anne Brown asked if a community location was selected to submit complaints. Commissioner Shuler responded that was never included in the form. Council Member Robb added he personally did not want to include that and as a body should not make that suggestion. Mr. Shuler said the form does not say where it can be accessed it only says where it can be submitted. Ms. Anne Brown said it was her understanding there would be a location outside of City Government to submit a complaint. Mr. Shuler responded the only thing added is the complaint could be put into the drop-box.

Council Member Anne Brown asked if a complainant would receive confirmation the complaint was received by mail, email, or another form of contact. Commissioner Shuler responded on the back of the form the complainant has the option to include their name, address, and email. Ms. Anne Brown asked if the form should stipulate what form of communication the complainant would prefer. Mr. Shuler said he is not certain it needs to be said you a confirmation would be given to the complainant, just that they will receive one. Council Member Nicole Brown asked if in parentheses it should be asked what the preferred form of communication is. Mr. Shuler suggested a check box to indicate how the complainant would like to receive correspondence.

Council Member Anne Brown stated during discussions the Task Force suggested a case number being added to each complaint and asked if that is included in the processes. Commissioner Shuler said that was not included in the policy. Ms. Anne Brown stated her reasoning is to allow a person to have a reference number when contacting the City regarding the complaint. Mr. Shuler responded he recalls the discussion but that did not make it into the policy. Ms. Anne Brown asked if it should be included. Mr. Shuler responded in the affirmative. Council Member Nicole Brown asked if each complaint form should include a complaint number. Ms. Nicole Brown asked if it would make it more difficult if each form included a complaint number. Interim City Clerk Andrew Hellenga said each case could be assigned a complaint number as they are received and that number recorded on a spreadsheet. Mr. Shuler said another paragraph can be created which provides for this function.

Council Member Nicole Brown stated the form list a City Mediation Program and asked if that actually exists. Commissioner Shuler responded that was a question the HRC had. Council Member Robb responded he would investigate that matter. Ms. Nicole Brown said she was wondering if it were a title of the complaint process or if it is foreshadowing a Citizen's Review Board.

Council Member Anne Brown asked if the complaint form would be on colored paper. Commissioner Saunders responded there was discussion however no decision was made.

Council Member Anne Brown asked if the Police Department already had a mediator in place and said the policy should not read it has a program. Council Member Nicole Brown said if a person files a complaint they

are given an option of using a mediator but she is not certain. Ms. Anne Brown suggested removing "City of Ypsilanti" and simply asking if the complainant would like to use the services of a mediator. Commissioner Shuler said he is not certain if a mediator is needed. Commissioner Saunders said the mediator is not used for discovery it would be used after that point. Mr. Shuler asked what that would entail. Ms. Saunders relied if necessary would the complainant like mediation. Ms. Nicole Brown stated she does not feel the mediator would be used in a litigious sense, more of a person to help negotiate a resolution. Ms. Saunders added the question asks if the complainant is willing to use a mediator, not are you requesting a mediator. Ms. Anne Brown said it is a part of community policing. Ms. Anne Brown asked if it should be stricken from the form. Ms. Nicole Brown stated she would like everything to be removed other than "would you like mediation for the complaint".

3. Review Human Relations Commission Police Policy 16 Changes.

Commissioner Shuler explained the changes made to Police Policy 16 by the Human Relations Commission.

Council Member Anne Brown asked if there is a section that discusses if a pattern is found will that information be shared with the City Manager. Commissioner Saunders responded it is not explicit in the policy. Commissioner Shuler added he is not certain if that should be in this policy or included in a separate policy. Council Member Nicole Brown asked if that would be better suited in a policy outlining discipline. Ms. Anne Brown stated the Task Force Subcommittee can discuss that issue.

Commissioner Shuler stated one global change was made to the policy which was to replace all gender specific language with non-gender specific language. Council Member Robb stated that would not be grammatically correct, and said the word should be "he". Mr. Robb stated he is frustrated the complaint form was changed and this is what the public hate about government. Mr. Robb said the changes made by the Human Relations Commission (HRC) were not based on benchmarks from other communities. Mr. Robb added he has not heard valid reasons for the changes made by the HRC. Commissioner Shuler responded the only contextual change made to the form is providing instructions of where the form can be submitted.

Commissioner Shuler stated the policy can be changed back to using gender specific words. Council Member Robb stated he is not entirely sure that making something grammatically incorrect is being sensitive. Council Member Anne Brown said on the Complaint Form it list "Male, Female, or Other". Commissioner Saunders said "complainant" could be used in place of gender specific pronouns. Mr. Robb agreed to that change.

Commissioner Shuler stated the existing form included parts that were specifically used by the Police Department which is now an attachment to the Compliant Form.

**Council Member Anne Brown moved, seconded by Council Member Nicole Brown to approve the Complaint Form and Police Policy 16.**

On a voice vote, the motion carried and the Complaint Form and Police Policy 16 was approved. Council Member Robb voted no on the motion.

**VIII. AUDIENCE PARTICIPATION –**

None

**IX. CHAIR RESPONSE –**

None

**X. ADJOURNMENT –**

**Council Member Ann Brown moved, seconded by Council Member Nicole Brown, to adjourn the meeting.**

On a voice vote, the motion carried, and the meeting adjourned at 7:55 p.m.