

June 16, 2022 Police Budget Advisory Board

In attendance: Andrew Spink and Amara Dunn

Approving minutes

- We think we cannot vote to approve the April or May meeting minutes without a quorum; will need to wait to approve until we have a quorum (even though new members will need to abstain from votes since they weren't there).
- April minutes have already been distributed. AS will distribute May meeting minutes after tonight's meeting.

Discuss questions to ask Chief at July meeting (or via email)

- AD invited Chief Passalacqua to July meeting via a May 31 email; has not received a response.
- AD will email Erica Collins after tonight's meeting with list of questions for Chief, asking whether Chief would prefer to answer questions via email or in-person at July 21 meeting (or on a different date that is better for him, TBD).
- Can ask Erica at some point about when 2021 GPD annual report will be available; don't need to ask Chief at July meeting.
- Selected questions we would like to ask Chief ahead of July meeting. See below for final list of questions.

Discussion of Robert's Rules of Order & how they apply to PBAB

- Agree that alternate member can fully participate in discussions, but can't vote
- Motions should be made and votes taken to: approve minutes, adjourn, adopt PBAB rules, create sub-committees, invite a one-time guest speaker (other than specified board members/City representatives)
- Motions and votes not needed to: adopt the agenda, start discussion of each topic on the agenda, send questions to City staff (unless consensus can't be reached), amending documents we are drafting (e.g. lists of questions, report drafts), modifying the agenda at the meeting (unless consensus can't be reached)
- Speakers do not need to be recognized by the Chair, but it is the Chair's responsibility to remind everyone to share speaking space.
- AD will confirm with Lori and/or Erica to make sure our plan is in compliance with open meetings law.

Miscellaneous discussion

- Should our minutes be posted on City website? AD will ask Erica. *[Correction after the meeting: AD observed that minutes are available on the City [website](#).]*

Assign next steps

- Between now and July meeting, AS and AD will spend some time working on turning some of our granular observations over the past year into a set of recommendations to

City Council. Will possibly discuss further at July meeting, if Chief doesn't come talk with us.

- AD will ask when we can expect budget documents

Adjourn

Questions to ask Chief at July meeting:

1. Current GPD [roster](#) is listed on the City's website. Attached is the 2021 organizational chart that was shared with us. How many Sergeants, Lieutenants, Detectives, regular patrol (excluding SRO) do you feel are needed to adequately staff this org chart?
2. When will the 2021 GPD annual report be available? (we can probably wait to ask this)
3. Who categorizes each expense when it is submitted? (i.e. deciding whether an expense is "office supplies" or "training" or "equipment purchases"). And who is the one who decides what each category is called and what it includes? If we want to make recommendations about how various expenses are classified in the budget report, who do we make such a recommendation to?
4. You previously indicated you would be in favor of taking many non-dangerous mental health calls out of the responsibility of the GPD and have a mental health professional handle that instead (e.g., conversations with FLH). Has there been any update or follow-up to that, and how might this board be of assistance in that conversation?
5. With the current GPD system, is it possible to know how many calls, responses, and charges (as well as outcomes) come in by ward of each of these types: mental health, drug-related, domestic incidence, robbery/larceny/burglary, other Part 1 crimes? What other categories would you be interested in tracking? What would it cost for the type of reporting system that would enable this information to be tracked?
6. What are the GPD's goals for the next 3-5 years? What about 10 years?
7. Could you provide an estimate for us of how many person hours were spent on training (including transportation, overnight stays, etc. for out of town training) in 2021?
8. Which staffing standard or model does GPD use?
 - per capita approach
 - minimum staffing approach
 - authorized-level approach
 - Workload-based approaches

We were under the impression that the "minimum staffing approach was used, and if that's correct, why GPD has picked that one despite DCJS saying there are "no objective standards" for setting minimum staffing? Does that have to do with Geneva's small size and making sure there are always enough officers to safely respond at a given time.