



City of Hampton, VA

Meeting Minutes

Citizens' Engagement Advisory and Review Commission

Attendance: Sanket Acharya (CEARC Community Liaison), Michele Benson, Steve Bond (ACM), Alice Callahan, Crystal Carrington, Councilman Will Moffett, Ahmed Noor, Shawn O'Keefe, Corey Palmer, Jim Williams, Leroy Foster, Jr.

Absent: Larry Enscoe, Shannon Freeman, Simeon Green III, Debra Hudgins, Ryan Taylor

Staff: Synetheia Newby (Executive Director), Latiesha Handie (Program Coordinator)

Date: March 13, 2018 **Time:** 6:30pm **Venue:** Hampton History Museum, 120 Old Hampton Lane, Hampton, VA

Call to Order: CEARC Chairperson Shawn O'Keefe called the meeting to order at 6:37 pm

Action Items

Item 1: Review and Approval of Meeting Minutes-February 20, 2018

- Chairperson Shawn O'Keefe made a motion to approve the minutes; motion seconded by Commissioner Alice Callahan. Minutes approved by vote of commissioners.
- The meeting minutes were approved, with no corrections.
- Meeting agendas and approved meeting minutes are now available online at www.hampton.gov/unity.

Old Business

- There was no old business to address for this agenda.

New Business

Item 1: Training Roadmap 2018: Review and Finalize

- Synetheia Newby, CUC Executive Director, distributed an updated version of the training roadmap based upon the commissioner's feedback from the February special call meeting.
- Commissioner Ahmed Noor suggested that we include information on mental health from the state and federal level, in conjunction with the "*Mental Health and Our Community*" training topic. Commissioner Shawn O'Keefe suggested that Commissioner Ahmed Noor send information to CUC Staff; he agreed.
- Councilman Will Moffett suggested that the commissioners received FOIA training during the session that covers media relations. Assistant City Manager Steve Bond stated

that the CUC staff could coordinate with the City Attorney's Office to provide training on FOIA during the Media Relations training, which will take around 30 minutes to cover. Commissioners suggested incorporating training during their retreat or in the following next two meetings before summer sabbatical.

- Synetheia Newby, Executive Director, advised that per the commission's request, FOIA training can be added to one of the subsequent, bi-monthly meetings as a new business item pending availability of the City Attorney's Office.
- Commissioner Shawn O'Keefe suggested that at the next meeting, an assessment of commissioner schedules be conducted to plan the annual retreat date. Typically, retreats are scheduled on Saturday. Synetheia Newby stated that a doodle poll would be created to poll commissioner availability.
- Commissioner Corey Palmer would like to be a guest speaker for "*Building a Rapport with Youth and Young Adults*" on January 15, 2019, in a dual capacity role.
- Commissioner Jim Williams made a motion to approve the 2018 Training Roadmap along with amendments; motion seconded by Commissioner Michele Benson. Training Roadmap 2018 approved by vote of commissioners.

Training Session: "Officer-Involved Shootings through the Lens of Law Enforcement"

- As a result of the special call meeting with the commission to discuss an officer-involved shooting, Assistant City Manager Steve Bond, provided a training video that chronicled the prospective of law enforcement officers that had been interviewed after experiencing officer-involved shootings.
- After viewing the documentary, the commission discussed and shared opinions about how law enforcement and perpetrators were represented in each scenario.

Announcements

1. Executive Director Synetheia Newby announced to the commission that her last day as CUC Executive Director, will be May 11, 2018, and applications are currently being accepted for this position. Commissioners were encouraged to advertise the position within their respected communities.
2. **Call meetings:** In the event that a crisis or other significant incident occurs a special call meeting will be scheduled by the City Manager or the CUC Executive Director.

Next Meeting: Tuesday, May 15, 2018 @ 6:30pm

Meeting adjourned at 8:26 pm.