

**City of Syracuse  
Citizen Review Board  
Meeting Minutes  
Thursday, March 7<sup>th</sup> 2024  
5:30 PM to 7:30 PM  
Common Council Chambers  
Public Comment - 20 minutes at 6:30 PM**

| <u>Name</u>            | <u>P</u> | <u>A</u> | <u>Name</u>     | <u>P</u> | <u>A</u> | <u>Name</u>      | <u>P</u> | <u>A</u> |
|------------------------|----------|----------|-----------------|----------|----------|------------------|----------|----------|
| Pratt, Harry           | X        |          | Carter, Mae     |          | x        | Brunson, Cynthia | x        |          |
| Bey-Wright, Jah-Quan   |          | x        | Holmes, Hatisha | x        |          | Favata, Joseph   | x        |          |
| Levy, Richard          | x        |          | Marrero, Jose   |          | x        | Nilsson, Lori    | X        |          |
| Love-joy-Grinnell-Bryn | x        |          |                 |          |          |                  |          |          |
|                        |          |          |                 |          |          |                  |          |          |

On Thursday, March 7<sup>th</sup>, the City of Syracuse Citizen Review Board (CRB) held an open, stated meeting at 304 City Hall in the Common Council Chambers.

Richard Levy, Board chair called the meeting to order and announced that the meeting was being held pursuant to notice and that a quorum was present.

1. On motion duly made by Richard Levy seconded by Cynthia Brunson and adopted, the Board approved the Minutes of the February, Board meeting.
2. Board Action Items
  - a. Joseph Favata nominated Cynthia Brunson for vice chair of the board.
  - b. The board voted in favor of appointing Cynthia Brunson as vice chair of the board.
  - c. On motion duly made by Bryn Lovejoy-Grinnell to allocate up to \$500 for CRB week acti, seconded by Joseph Favata.
  - d. The board voted in favor of allocating up to \$500 for CRB week.
  - e. On motion duly made by Joseph Favata to approve the Premium Licensing for PowerBi in the amount of \$36.00 for fiscal year 2024 and to allocate funds in the budget for 2025 for fiscal year in amount of \$240.00, seconded by Bryn Lovejoy-Grinnell.
  - f. The Board voted in favor of allocating funds for PowerBi.
3. Chairman’s Items
  - a. Mr. Levy informed the board that Lori Nilsson accepted the position of board chair.

4. Administrator's Report
  - a. Ms. Releford reminded the board to utilize city emails to access the external drive to access the case folders for the month.
  - b. Updates on the move to the 5<sup>th</sup> floor in One Park Place were given.
  - c. Monthly Financial Report – Ms. Releford shared the detailed breakdown of expenditures for the year to date.
  - d. Monthly case statistics – Ms. Releford reported that 5 new cases were received in February. She stated the total received in 2024 is 13 cases and that 3 cases will be reviewed during Executive Session.
  - e. Updates on the efforts to hiring a contract investigator were given and job description for the investigator role was introduced to the board.
  - f. Common Council Agenda Items for upcoming Council meeting for Harry Pratt and Lori Nilsson to be reappointed until the end of December 2024.
  - g. Updates on the 4<sup>th</sup> district appointment were given.
  - h. Updates on the use of the Lexipol grant program with collaboration with the city grant department were given.
  - i. Updates on receiving required forms to start use of Clio were given.
  - j. Proposed budget hearing date is April 10<sup>th</sup> at 10:00 AM.
  - k. Ms. Releford and Cherelle introduced the proposal for the Power BI program for \$36 for the remaining of the fiscal year as well as \$240 for 2025.
5. Committees
  - a. Outreach Committee – Anthony Heard introduced a proposal and an event schedule for CRB week.
  - b. Police Liaison Committee – Proposed meeting for April 24<sup>th</sup>, 2024 at 10:30 AM.
6. Meeting continued in Executive Session.

On motion duly made, seconded and unanimously adopted, the Board adjourned its meeting moved into Executive Session to vote on the following cases due to the topics including information related to law enforcement:

|        |            |
|--------|------------|
| 21-045 | No Hearing |
| 23-008 | Hearing    |
| 23-009 | No Hearing |

Respectfully submitted,

Citizen Review Board