

MEETING MINUTES



City of WEBSTER GROVES POLICE DEPARTMENT

4 E. ELM AVE. | WEBSTER GROVES | MISSOURI | 63119

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9/27/2022		PM	Conference Room
Meeting called by	Katy Miller		
Type of meeting	Police Community Engagement Board		
Facilitator	Katy Miller		
Note taker			
Timekeeper	Josh Weber		
Roll Call/Speakers In Attendance	Kevin Sombart Rev. Eric Hayes Centron Felder Dr. Scott Groesch Katy Miller Paul Detrick Lt. Josh Weber Emerson Smith Sloane Carfield Dr. Tina Clark Scott (Zoom) Lexi O'Brien (Zoom) Chief Dale Curtis (Zoom)		
Agenda Item 3			
Approve 08/23/2022 Minuets	Motion for approval by Paul Detrick Second by Dr. Scott Groesch		
Discussion	All		
Conclusions	Approved with 1 spelling correction		
Action Items	Person Responsible	Erin Klippi	
Action item 1	Send to City for Website	Erin Klippi	

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Agenda Item 4

Define and Create Subcommittees a. Ordinance Compliance b. Communications Committee (to include, but not limited to master calendar for PCEB and community events, social media/media presence, email availability of PCEB, and website updates) c. Nominating Committee (for PCEB Chair, subcommittee duties will end in January 2023)

Discussion

Copy of Ordinance Items for Review and copy of the enacted Ordinance (9180) are below. Discussion was had but not limited to

Clarification of who will choose the training mandated by the ordinance, what type of training complies with the ordinance, and how will this training be funded? (Emerson Smith will connect with City Council to clarify and report back to the Board)

Membership is compliant or working on compliance. Kevin Sombart is seeking reappointment and Rev Eric Hayes will not be seeking reappointment.

A Chairperson subcommittee is being formed to select a Chairperson and Vice-Chairperson.

Meetings are compliant with Ordinance

Annual Plan and Report can be a written statement by the Board to City Council

Specific Duties – Discussion was had that the duties as listed in the ordinance are unclear and should be clarified by City Council

Subcommittee of Ordinance Compliance formation was discussed to create an Annual Plan which is currently not in compliance. Emerson Smith recommended a timeline for Annual Plan and Annual Report to both be presented in March to align with Fiscal Year budget requests. The Subcommittee would draw from minutes and notes to compile the Annual Report from those notes.

Communications Subcommittee will be formed to create a master calendar of community events that the PCEB will sponsor or attend. Emerson Smith suggested several opportunities to communicate with the community. Kevin questioned who will be creating the content for communication. The subcommittee would need review of the Board to publish any communication which can be done via e-mail.

Nominating Committee will create a list of potential acceptable candidates and reach out to those individuals to see if they are able to fulfill the duties. The committee would end in January of 2023.

Kevin Sombart suggested Board Education Subcommittee. Lexie encouraged the potential board to reach out to the City to see what information they can provide from the DEI study. Kevin suggested the subcommittee bring educational information to the Board.

Conclusions	<p>Ordinance Compliance Subcommittee will be Kevin Sombart and Dr. Scott Groesch</p> <p>Communications Committee will be Lexie O'Brien, Dr. Tina Clark-Scott and John Buck</p> <p>Nominating Committee will be Katy Miller, Centron Felder, and Dr. Scott Groesch</p> <p>Educational Committee will be Katy Miller, Centron Felder, and Paul Detrick</p> <p>Sloane Carfield will work with both the Communications committee and Education Committee</p>
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Action Items	Person Responsible	
None Stated		

Agenda Item 5 / 6

Update/Report from WGPD and Updates from the Board

Discussion	<p>Lt. Weber provided information on the upcoming Public Safety Day on Saturday October 29th from 10 a.m. to 1 p.m.</p> <p>Sloan suggested flyers at the school or inclusion in the morning announcements to promote the event to the teenage demographic.</p> <p>Centron gave an account of his experience at the Back to School event.</p> <p>John informed the Board of a program created at Webster University to support first responders of all types as they deal with "compassion fatigue"</p> <p>Lt. Weber discussed his reaction to a First Responder Wellness conference he attended recently in Colorado. He also described how CIT conferences have evolved to include officer wellness. Scott asked if he could present some of the things he has learned in a future meeting. The future wellness policy being developed by the WGPD was discussed.</p> <p>Emerson Smith updated the Board on activities of the City Council and the assignment of the new Charter Review Board.</p> <p>Lexi shared information on a community survey being conducted by UMSL about redefining public safety and will provide the link to the Board once she receives it. David will forward the link to Lexie.</p>
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Conclusions	
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Action Items	Person Responsible	

Agenda Item 8

Adjourn	
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Discussion	Motion by Scott Groesch Second by Paul Detrick		
Conclusions			
Next Scheduled Meeting 10/25/2022	Person Responsible		

Ordinance #9180Police-Community Engagement Board Selected Compliance Items for Review and Discussion

Training Requirement

Board members shall complete training focused on the role that systems and institutions play in maintaining racial inequity.

- Questions

i. Who is responsible for selecting and approving the training? City Council?

ii. How will the cost of the training be funded?

Board Membership

Nine members required from the below groups (No fewer than six must be Webster Residents). Based on the below list, the Board membership meets the Ordinance requirements - pending resolution of two expired terms.

Voting Members (Three-year term; not longer than two consecutive terms)

- Paul Detrick -Business Owner (required) (resident)
- Dr. Tina Clark-Scott - School District Representative (required) (resident?)
- John Buck - Webster University Representative (required) (resident?)
- Dr. Scott Groesch - Medical Doctor (required) (resident)
- Katy Miller - Mental Health Therapist (resident)

Note: Both Scott & Katy meet the requirement for an MD., D.O., psychiatrist, psychologist, or other person skilled in issues that relate to community or police officer well-being, mental and behavioral health.

- Rev, Eric Hayes - Clergy (non-resident) *Note: Clergy no longer listed as a requirement. (Term expired - unclear if requested reappointment)*

- Centron Felder - Resident

- Lexie O'Brien - Resident

- Kevin Sombart- Resident (Term expired; reappointment request issued to City Council for approval)

Ex-Officio Member or Non-Voting Liaison

- Chief Dale Curtis - WGPD Chief of Police
- Emerson Smith - City Council Liaison
- Sloan Garfield - Youth Liaison (up to two-year term)

Appointment and Terms

Members appointed by the Mayor & City Council. Existing Board members shall have opportunity to review applications and may make recommendations to the Mayor and City Council.

- Mayor and City Council to appoint replacement for any vacancy to serve out remaining term.

Officers and Officer Duty

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- Board must select a Chairperson & Vice-Chair from the Board members (assuming voting members). Chairperson shall collaborate with Vice-Chair to set agenda and both shall serve as points of contact for the public. Contact information for officers must be posted on the Board's webpage.

Meetings

- Chairperson shall call a minimum of nine meetings per year on a regularly scheduled day. Notice of meeting shall be posted as required by law.
- Meetings shall be open to the public.
- The Board shall keep minutes of its proceedings.

Annual Plan & Annual Report

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- Board must develop and maintain an annual plan of action
- Board must prepare an annual report summarizing the Board's activities from the preceding year and issue it to the Chief of Police, Mayor, City Council, and City Manager.

Specific Duties

Offering advice and making recommendations via the Chief of Police or his designee on issues concerning public safety, police services, and the relationship between the -police and community as follows:

- Suggesting methods to enhance relations and to promote healing of past personal & historical trauma.
- Creating & publicizing a process for community members to bring concerns, values & priorities to the Board.
- Providing the Chief, Mayor, City Council & City Manager with a community perspective.
- Promoting public awareness and discussion of police department policies, services and programs, i.e. crime prevention programs, officer training including safety & anti-bias training, domestic violence prevention, and school district programs.
- Encouraging individuals and community groups to assist the police.
- Facilitating transparency of specific incidents by listening to community members and reviewing materials provided by the Police for informational purposes (subject to any legal bounds of any ongoing investigation).
- Monitoring data from the annual MO AG Vehicle Stops Report, gaining an understanding of the report, and facilitating the public understanding of the report.
- Discuss ongoing efforts to close the racial and economic disparities with Police Department representatives.

Note: Some of the duties listed in the Ordinance seem unclear as written. These duties may require further clarification from City Council.

Communication and Transparency

- Maintain a Board website with meeting dates and locations, Board news and updates, Board Annual Reports, Board minutes, and an email address promoting community communications directly with the Board.
- Convene at least one citizen-only listening session per year.

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BILL #9180

ORDINANCE #9180

AN ORDINANCE OF THE CITY OF WEBSTER GROVES, MISSOURI, AMENDING THE CODE OF WEBSTER GROVES, MISSOURI, BY REPEALING, CHAPTER 4, ARTICLE XX, "POLICE COMMUNITY ENGAGEMENT BOARD", AND ENACTING IN LIEU THEREOF A NEW ARTICLE XX "POLICE COMMUNITY ENGAGEMENT BOARD" AND REPEALING ORDINANCE #9039, #9132, AND #9160

WHEREAS, the Council of the City of Webster Groves has determined that amendments would provide further clarity into the function of the Police-Community Engagement Board.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF

WEBSTER GROVES, MISSOURI, AS FOLLOWS: Section 1. The City Code, Chapter 4, Article XX is hereby amended to read as follows:

BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF WEBSTER GROVES AS FOLLOWS:

Section 1. The City Code, Chapter 4, is hereby amended by revising Article XX "Police Community Engagement Board" to read as follows:

Article XX Police-Community Engagement Board

Section 4.1200 Police-Community Engagement Board created.

- a. The Police-Community Engagement Board shall consist of nine members.
- b. The Board's purpose is to advise the Webster Groves Police Department and reflect the values and priorities of the Webster Groves community: to create a community where racial equity, diversity and inclusion are lived values with the goal of dismantling historical inequities in policing and building a community that feels safe to everyone.
- c. The Board's purpose shall be accomplished through facilitating collaboration, partnerships, and outreach between the Board, the City's Police Department, and the people who live, work, and play in the Webster Groves community, and through collaboration, partnerships, and outreach and carrying out the duties assigned to the Board by this Article.

Section 4.1205 Membership

a. Qualifications and composition. The members shall meet the following qualifications:

1. Mayor and City Council shall select members of the Board with attention to their competency for public engagement and the Board's purpose.

2. Board members shall have a demonstrated commitment to racial equity based on their professional, civic, or personal experience, training, special

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interest, or exhibited abilities. Board members shall complete training focused on the role that systems and institutions play in maintaining racial inequity.

3. In selecting members, the Mayor and City Council shall consider the diversity of the community, possible membership from the not-for-profit institutions within the community, clergy, and civic organizations, and representation that reflects the demographics of the community including race, age, gender, and geographic representation.

4. No fewer than six of the members shall be residents of the City of Webster

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Groves, and either a residential property owner or residential renter for at least one year;

5. At least one member shall be the owner of a business located within the City, regardless of place of residence; and

6. One member shall represent the school district within the City, regardless of place of residence (shall be recommended by the school district); and

7. One member shall represent Webster University, regardless of place of residence (shall be recommended by Webster University); and

8. One shall be a medical doctor (M.D. or D.O.), psychiatrist, psychologist, or other person skilled in issues that relate to community or police officer well-being, mental and behavioral health

9. The Chief of Police or their designee shall serve as an ex-officio member. The ex-officio member may participate in the Police-Community Engagement Board meetings and deliberations but will not be a voting member; and

10. The Mayor and City Council shall select a City Council liaison, who shall not be a member of the Board but may attend all meetings of the Board,. The liaison shall keep the Mayor and City Council apprised of matters relating to the activities of the Board.

11. In addition to the above, a Youth Liaison shall be appointed. The Youth Liaison must be at least sixteen years old, reside within the boundaries of Webster Groves, and be a junior or senior in high school during at least part of their term. The Youth Liaison is not required to attend school within the Webster Groves city limits. The Youth Liaison shall serve for a term of up to two years and may not be reappointed. The Youth Liaison shall be entitled to participate in all board meetings but shall not have a vote and shall not be counted towards a quorum.

b. Appointment

Members shall be appointed by the Mayor and City Council. Existing members of the Board shall have an opportunity to review applications from prospective members and may make recommendations to the Mayor and City Council.

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c. Terms

1. Each Board member shall be appointed for a three (3) year term. All Board members may continue to serve until their successor is appointed.

2. If any Board position shall become vacant prior to the expiration of its term for any reason, the Mayor and City Council shall appoint a replacement to serve out the remainder of the absent Board member's term.

3. No member shall serve more than two consecutive three-year terms.

d. Compensation

The Police-Community Engagement Board Members shall receive no compensation for their services. The Board members shall have no authority to make any expenditure on behalf of the City or to obligate the City for payment of any sums of money.

Section 4.1210 Organization

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a. Officers

The Police-Community Engagement Board shall annually select one of its members to serve as Chairperson and one as Vice-chair.

The Chairperson shall collaborate with the Vice-chair to set the agenda for Board meetings. In addition, the Chairperson and Vice-chair shall serve as points of contact for the public, with contact information posted on the Board's webpage.

Section 4.1215 Meetings

The Chairperson shall call a minimum of nine meetings per year on a regularly scheduled day. The Board shall coordinate with the City Clerk to post notice of all meetings as required by law.

All meetings of the Board, except closed meetings as permitted by Chapter 610 of the Revised statutes of Missouri, as amended, shall be open to the public.

The Board shall keep minutes of its proceedings showing the vote of each member upon each question as well as other notes and records it shall deem necessary in keeping with the Board's purpose of public engagement.

Section 4.1216 Annual Plan

The Board shall be responsible for the development and maintenance of an annual plan of action for its work.

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Section 4.1217 Annual Report

The Board shall annually report to the Chief of Police, Mayor and City Council, and City Manager a summary of its activities from the preceding year.

Section 4.1220 Duties

The duties of the Police-Community Engagement Board shall include the following: offering advice and making recommendations via the Chief of Police or his/her designee on issues concerning public safety, and police services, and the relationship between the police and the community within the City, as follows:

- a. Suggesting methods to enhance relations between the Police Department and the people of Webster Groves, including to promote healing of past personal and historical trauma;
- b. Creating and publicizing a process for community members to bring concerns, values, and priorities to the Board;
- c. Providing the Chief of Police, Mayor and City Council, and the City Manager with a community perspective and related recommendations concerning Police
- d. Department policies, practices, and programs and their effectiveness;
- e. Promoting public awareness and discussion of the City's Police Department policies, services, and programs, including, but not limited to, business and residential crime prevention programs, officer safety training, officer anti-bias training, domestic violence prevention, and school district/police/community programs, and officer recruitment;
- f. Encouraging individuals and community groups to assist the Police
- g. Department in implementation of police programs and services;

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h. Facilitating Police Department transparency and accountability to the community in the event of a police-involved incident causing community concern, as defined by the Board, within the legal bounds of any ongoing investigation. This may include listening to community members, reviewing materials such as Police Department reports, policies, and camera footage, consulting with Police

1. Department representatives, and making recommendations to the Police J. Department, Mayor and City Council, and the City Manager. The Police Department will make a good faith effort to share materials requested by the Board in furtherance of this duty.

k. Monitoring local data in the Missouri Attorney General's annual Vehicle Stops Report, facilitating public understanding of the same, obtaining additional data and information from the Police Department as needed, and consulting with

1. Police Department representatives regarding ongoing efforts to close the racial and economic disparities reflected therein.

Section 4.1221 Communication and Transparency

The Board shall promote community engagement through specific means of communication, including but not limited to the following:

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a. Maintain a Board website with meeting dates and locations, Board news and updates, Board Annual Reports, Board minutes, and an email address that enables community members to communicate directly with the Board.

b. Convene at least one citizen-only listening session per year, providing a space for open, honest dialogue among the people who live, work, and play in Webster Groves. Sessions should be designed to promote a sense of comfort and safety for those sharing.

Section 4.1225 Limitations

Notwithstanding the duties of the Police-Community Engagement Board as described within this section, the Board shall have no power or authority to investigate, review, or otherwise participate in police personnel decisions. The Board shall in no way stand in review of complaints initiated against personnel nor have any role in civil or criminal litigation.

Section 2. This Ordinance shall be printed in the Code of Webster Groves.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval according to law.

Section 4. All ordinances or parts of ordinances in conflict herewith (including Ordinance #9039, 9132 and 9160) are hereby repealed.

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