

**COMMUNITY RELATIONS
ADVISORY BOARD
JUNE 27, 2001**

1. ROLL CALL

The meeting was called to order at 5:34 p.m. Present were Wayne Arnold (left at 6:45 p.m.), Norm Blanco, Councilmember Geri Clark, Jason Curtis, Richelle Gilhauley, Katherine Montgomery, Kitty Preziosi, Denis Shaw, and Zel Veaser. Also in attendance were Town Administrator Tom Willi and Jill Fiorentino recording the meeting. Lynette Brown and Brian Hierholzer were absent.

Councilmember Clark introduced Jeff Gorley, member of the Human Rights Board for Broward County, who would act as liaison and advisor to this Board during its inception period.

2. SELF INTRODUCTIONS

Self introductions were made.

3. SELECTION OF CHAIR

Mr. Arnold made a motion, seconded by Mr. Blanco, to nominate Councilmember Clark as chairperson. No other nominations were made. In a voice vote, with Ms. Brown and Mr. Hierholzer being absent, all voted in favor. (Motion carried 9-0)

4. SELECTION OF VICE-CHAIR

Mr. Blanco made a motion, seconded by Chair Clark, to nominate Mr. Arnold as Vice-Chair. In a voice vote, with Ms. Brown and Mr. Hierholzer being absent, all voted in favor. (Motion carried 9-0)

Chair Clark indicated that an issue from the Davie Agricultural Advisory Board would be added as item 5.3.

5. DISCUSSION

5.1 Rules of Operation

Mr. Gorley stated that the Town was partnering with the Broward County Human Rights Board and its Human Rights Division. He added that the Town was in the process of creating diversity programs within the Police Department and throughout the Town. Mr. Gorley stated that this Board was created to address all human issues, not just those of a particular group. He explained that the National Association for the Advancement of Colored People (NAACP) was hosting a meeting on June 28th, and the Town was supposed to be on the agenda. He cautioned the Board of how the media might present information regarding the Town from this meeting. Mr. Gorley clarified the goals of the Board which was to hear citizen complaints, act upon them, and make recommendations and proposals to the Town Council and Administration for action. He suggested that Chair Clark attend the NAACP meeting to hear from people who had experienced similar issues to those that concerned the Town.

Mr. Gorley urged Board members to comply with the Sunshine law and also recommended that a procedural plan be designed.

Mr. Gorley stated that Police Chief John George and the Town staff were working closely with his organization to address issues of discrimination in the Town.

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Mr. Gorley commended the participants on this Board and stated that their combined experience was a great asset. He added that this Board was an extraordinary accomplishment for this community and for surrounding communities.

Chair Clark asked members to consider a procedural plan and strategies to inform the public about the Board and its functions. Ms. Montgomery recommended advertising in the Davie Update. Mr. Blanco recommended that a hotline be installed. Mr. Gorley recommended appointing a spokesperson to inform the media. Chair Clark volunteered to be the spokesperson and cited ventures in progress regarding issues this Board would be concerned with and which should be properly presented to the media.

Chair Clark stated that she wanted this Board to address positive issues and recommended initiating a Martin Luther King Jr. celebration for January 2002. She also encouraged the members to be cognizant of issues, which might not directly affect them.

Mr. Shaw suggested rotating meeting facilities and suggested the Police Department and the Eastside Community Center. After some discussion regarding dates and times, it was agreed that the next meeting would be at the Police Department, July 24th at 6:00 p.m. Mr. Willi stated that staff would design a tentative schedule for the next six months at various locations. Chair Clark indicated that a future meeting schedule would be added to the July agenda.

Mr. Curtis asked if this Board was going to meet two times per month if necessary. Mr. Gorley stated that if it was an issue that needed immediate attention, Chair Clark had the discretion to call a meeting. Ms. Gilhauley encouraged immediate response to serious issues. Vice-Mayor Judy Paul asked how much time would be necessary to notify the Board members and public for a special meeting. Mr. Willi stated notification for emergency meetings was 24 hours.

Chair Clark indicated that a policy for setting emergency meetings would also be added to the July agenda.

Vice-Mayor Paul recommended organizing an event to celebrate the community's cultural diversity. Chief George referred to the Festival of Nations, which was a program organized in partnership with the Broward County Community College. After some discussion regarding ideas for this type of program, Chair Clark added "Discussion of Cultural Affairs" to the July agenda and recommended inviting Special Projects Director Bonnie Stafiej as a guest speaker.

Ms. Gilhauley recommended written correspondence as an additional means by which the community could voice its concerns anonymously. Chair Clark stated that correspondence could be addressed to the Board and sent to the Town. Mr. Curtis stated that an e-mail link through the Town web site would be appropriate, however it would eliminate anonymity. Mr. Willi stated that there was a complaint form in place on the Town's web site, adding that a similar item could be adapted for this Board's use. Also, at this time there was no way to create anonymous e-mails, but the complaint form was printable and could be mailed. Mr. Willi also stated that a phone line with an answering machine could be designated for this Board's use.

5.2 Purpose

Chair Clark brought up the issue of purpose and mediation. Chief George described the complaint procedure through the Police Department and stated that most issues

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regarding police were dealt with by Internal Affairs. He also recommended reducing complaints into writing, whether it was a general complaint or a serious one. Chair Clark clarified that if a complaint came to this Board, it should be reduced to writing and forwarded to Chief George. Chief George agreed with this plan and encouraged this Board to address issues rather than specifics of the complaints.

5.3 Davie Agricultural Advisory Board

Mr. Curtis referred to a letter from Davie Agricultural Advisory Board Chair Julie Aitken. The letter discussed the on-going conflict between farmers and staff. Mr. Curtis stated that this Board would be an appropriate arena to address disputes such as this and others not relating to the Police Department.

Chair Clark clarified that the entire Board should make decisions on what issues to address and if this was the appropriate arena. Mr. Curtis spoke of attempts to resolve issues between farmers and staff, stating that they were unsuccessful. Because of this, the Davie Agricultural Advisory Board (DAAB) wrote the letter. Mr. Curtis apologized for not following Sunshine Law protocol, adding that malevolence was not intended. Ms. Aitken clarified that it was a suggestion for this Board to mediate these conflicts. Chair Clark recommended that the DAAB present history and information regarding the conflicts to the Board. She asked if there would be a conflict with the Sunshine Law if two members from different Boards discussed issues to be addressed by one of these Boards. Mr. Willi believed there would be no conflict because the two Board members would not be voting on the same Board.

Ms. Aitken spoke of some of the issues that existed for farmers in the Town. Chair Clark added the Davie Agricultural Advisory Board issues to the July agenda.

Ms. Gilhauley stated that the four parties involved in the agricultural conflicts were the DAAB, staff, neighbors, and farmers, and it was important that all parties were considered. Vice-Mayor Paul recommended mediation training for this Board. Chief George spoke of the Study Circles, which was a program designed to allow for discussion and resolution of conflicts by members of opposing sides. He added that the Police Department was being trained for this program and that Board members could be trained as facilitators. Chair Clark spoke of her experience with Youth Study Circles. Chief George recommended having Study Circles representative Sherman Mosley make a presentation to this Board. Mr. Gorley also endorsed Study Circles and further described the process.

Chief George stated that a meeting with Mr. Mosley, a representative from National Study Circle, Mr. Willi, and a representative from the Police Department was scheduled for July 6th. He invited members of this Board to attend. Ms. Gilhauley felt that having this sort of training at the inception of this Board would benefit its future actions.

Chair Clark recounted that the July's agenda items were 1) meeting sites; 2) emergency meetings; 3) Davie Agricultural Advisory Board; 4) cultural events; 5) Study Circle presentation by Sherman Mosley.

Chair Clark asked if the rules of operation should be brought up under "Old Business" for the next meeting. Mr. Shaw stated that it was important for this Board to follow Roberts Rules of Order; however, it was also important that this Board be somewhat informal so

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that the community could openly address the Board, adding that a process for this should be designed. Chair Clark added "Processing Complaints" under "Old Business" for the July agenda. Mr. Gorley suggested adding "Public Input" to future agendas.

Chair Clark passed the gavel and made a motion to add "Public Input" to future agendas. No second to the motion was made. In a voice vote, with Ms. Brown and Mr. Hierholzer absent, all voted in favor. (Motion carried 9-0)

Mr. Blanco spoke of the lack of female representation in managerial roles in the Town. Chair Clark explained that those mentioned in the Davie Update were new directors, not those already in place. Mr. Blanco asked if women applied for such positions.

Chief George stated the Police Department was actively working on hiring applicants from diverse backgrounds. Mr. Blanco pointed out that there was one black officer in the Town's Police Department, adding that "the absence of something stands out as a presence of something." Chair Clark encouraged diversity in hiring, as well and felt that these issues should be further researched. She stated that this would be added to the July agenda and she would bring information regarding laws and such to that meeting.

Mr. Shaw explained the process and issues with the hiring of minority candidates, and stated the lack of minority applicants was an issue that should be explored. He stated that one resolution was to have minorities at the upper levels so that minority applicants could see future opportunity. Ms. Gilhauley stated that qualified applicants for Police Departments were hard to find, adding that the reputation of the department and the Town were also attractants for applicants. Mr. Curtis spoke of the negative reputation the Town had in the past and stated that the public was realizing the Town had grown and matured.

Councilmember Starkey stated that she was also concerned with the lack of female representation. She felt that attracting qualified minorities for all departments was an issue that needed to be addressed. Councilmember Starkey commended the creation of this Board and fully supported its goals.

Chief George recommended having Human Resources Director Mark Alan speak regarding hiring of qualified applicants. He also referred to the opportunities available at larger agencies and stated that this was also a reason it was difficult to find qualified applicants, minority or otherwise. Chief George distributed a copy of the 2000 Census and pointed out the small minority population in the Town.

Chair Clark reiterated Mr. Shaw's comment regarding applicants' vision of their futures within an organization. She stated that if minorities were not seen in upper level management positions, minority applicants would not be attracted because they would not see room for advancement and support from upper levels. Chair Clark stated that the presentation of the departments and the Town had to be more attractive in order to draw applicants from minority groups.

After further discussion of the hiring of qualified applicants for all positions within the Town, minority or otherwise, Mr. Shaw stated that this Board should expect this issue to continue. He indicated that a commitment from staff and Council would be necessary to make changes.

Chair Clark suggested further discussion take place regarding how the Police Department could become more community friendly. Mr. Shaw stated that equal access was

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the issue and if community members did not see their community up to par with other neighborhoods, the perception was negative of all government agencies, not just the Police Department.

6. COMMENTS AND/OR SUGGESTIONS

Ms. Preziosi asked if there was a way to give input to the Board if one was not present at a meeting. She was particularly referring to the Study Circle meeting on July 6th, where she would attend, but would not be at the next meeting of this Board. Chair Clark suggested she send the information to Town Clerk Russell Muniz to forward to the Board.

Ms. Preziosi asked if it was possible to arrange a guided tour of the Town. Chair Clark stated that this would be possible as it had been done before through the Parks and Recreation Department. She stated that she would ask Mr. Willi to arrange it.

Ms. Gilhauley asked if directors of various departments supported this Board and suggested that directors be invited to meet with this Board. Chair Clark agreed, stating that Special Projects Director Bonnie Stafiej was being invited to the July meeting. She added that further invitations could be discussed at future meetings.

The number needed for a quorum was discussed and it was understood that a quorum had to be majority of members and an odd number. The quorum for this Board would be seven members.

7. ADJOURNMENT

There being no further business, meeting was adjourned at 7:11 p.m.

Approved

Chair/Board Member