

**USE OF FORCE REVIEW COMMITTEE
SPECIAL MEETING AGENDA**

The Pennsylvania State Law Enforcement Citizen Advisory Commission (Commission), established by Executive Order 2020-04 (as amended by Governor Tom Wolf on April 30, 2021) announces a Special Meeting of the Commission's Use of Force Review Committee (Review Committee) to be held in person at the **Office of State Inspector General located at 555 Walnut Street, 7th Floor, Forum Place, Harrisburg, PA 17101** and virtually *via* the Commission's information technology platform (Microsoft Teams) on **Friday, April 1, 2022, at 10:00am (Executive Session) and at 10:30am (Public Session)**.

In accordance with 65 Pa.C.S. § 709(b) and Article 6, Section 2 of the Commission's Bylaws, the Review Committee's Meeting Agenda consists of the following items:

- (1) Executive Session [*closed to the public* – Pre-deliberative comments, if any, offered by the Covered Agency and any other Commissioners in anticipation of the Review Committee's issuance of a Preliminary Investigative Review Report for **Internal Case No. 21-0005-P**; review of Meeting Agenda; remaining schedule for completion of the review currently under consideration; and other administrative matters];
- (2) Call to Order and Roll Call [*expected to begin at approximately 10:30am*];
- (3) Acceptance of Meeting Agenda;
- (4) Approval and adoption of previous Special Meeting Minutes from March 23, 2022;
- (5) Approval of administrative and/or other procedural matters;
- (6) Remarks by the Use of Force Review Committee's Chairperson;
- (7) Opportunity for public comment;
- (8) Consideration, discussion, deliberation, and official action(s) concerning comments offered by the Covered Agency and any other Commissioner in anticipation of the issuance and ratification of a **Preliminary Investigative Review Report for Internal Case No. 21-0005-P** regarding determinations relevant to the Covered Agency's completed internal investigation and related recommendations, if any;
- (9) Opportunity for public comment;
- (10) Consideration, discussion, deliberation, and official action(s) concerning **Resolution No. UOF - 1 [Adoption and Ratification of a Preliminary Investigative Review Report for Internal Case Nos. 21-0005-P by the Use of Force Review Committee for consideration by the Pennsylvania State Law Enforcement Citizen Advisory Commission]** and the contents thereof; and
- (11) Executive Session [*closed to the public* – finalization of a **Preliminary Investigative Review Report for Internal Case No. 21-0005-P** based on actions taken during the meeting].

Individuals having questions regarding this Special Meeting of the Commission's Use of Force Review Committee, which is open to the public, should contact the Bureau of Law Enforcement Oversight within the Pennsylvania Office State Inspector General (OSIG) at (717) 787-6835. Media inquiries may be directed to the OSIG's Deputy State Inspector General for External Affairs Jonathan Hendrickson at (717) 265-8396.

Sha S. Brown, Chairperson
*Pennsylvania State Law Enforcement Citizen Advisory
Commission*

Pennsylvania State Law Enforcement Citizen Advisory Commission

USE OF FORCE REVIEW COMMITTEE

RESOLUTION NO. UOF-1

Title: Adoption and Ratification of Preliminary Investigative Review Report for Internal Case No. 21-0005-P by the Use of Force Review Committee for consideration by the Pennsylvania State Law Enforcement Citizen Advisory Commission

Meeting Date: Special Meeting, April 1, 2022 at 10:00 a.m.

Description of Action Under Consideration: In accordance with Executive Order 2020-04, as amended, the Pennsylvania State Law Enforcement Citizen Advisory Commission's (Commission) Use of Force Review Committee (Review Committee) completed its review of **Internal Case No. 21-0005-P** (an internal investigation involving the Pennsylvania Board of Probation and Parole within the Department of Corrections (DOC) concerning a lower level use of force incident occurring on July 21, 2016). Following completion of its review which included, among other things, DOC's policies regarding use of tasers, duty to render aid related to custody transfers and lack of a body worn camera program, the Review Committee authorized the preliminary drafting and internal production of a Preliminary Investigative Review Report for **Internal Case No. 21-0005-P** at its Special Meeting held on March 23, 2022. The Review Committee wishes to consider, discuss, deliberate, and take official action(s) concerning comments offered by DOC and/or other Commission members, if any, regarding the Review Committee's preliminary Findings and Conclusions, Additional Factor(s) for Consideration and Recommendation(s) for Corrective Action(s) in anticipation of the issuance and ratification of its Preliminary Investigative Review Report for **Internal Case No. 21-0005-P**.¹ After consideration and deliberation, the Review Committee will vote to approve or deny presentation of its report for consideration by the Commission at its next regular quarterly meeting scheduled for May 13, 2022 at noon or at the next scheduled meeting.²

Originating Request Submitted By: **David A. Sonenshein, Esquire**
Chairperson of the Use of Force Review
Committee

¹ This action was authorized by, and made pursuant to, Article 8 (Review Process), Section 8.3 (Covered Agency's Opportunity to Respond to Preliminary Report) of the Commission's Bylaws (adopted *via* Resolution No. 1 (dated May 20, 2021)).

² This action is authorized by, and made pursuant to, Article 8 (Review Process), Section 8.4 (Presentation of Preliminary Report to Commission) of the Commission's Bylaws.

USE OF FORCE REVIEW COMMITTEE

RESOLUTION NO. UOF-1

Title: Adoption and Ratification of Preliminary Investigative Review Report for Internal Case No. 21-0005-P by the Use of Force Review Committee for consideration by the Pennsylvania State Law Enforcement Citizen Advisory Commission

AND NOW, on this _____ day of _____, _____, it is hereby certified that:

WHEREAS, the Use of Force Review Committee was duly formed and established by the Pennsylvania State Law Enforcement Citizen Advisory Commission (Commission) at its Regular Quarterly Meeting held on August 6, 2021 in accordance with Article 8 (Review Process), Section 8.2 (Commission Sub-Committees and Review Committees) of the Commission's Bylaws; and

WHEREAS, in accordance with Executive Order 2020-04, as amended, the Use of Force Review Committee completed its review of **Internal Case No. 21-0005-P**; and

WHEREAS, the Use of Force Review Committee authorized the preliminary drafting and internal production of a Preliminary Investigative Review Report for **Internal Case No. 21-0005-P** at its Special Meeting held on March 23, 2022;

WHEREAS, a draft of the Use of Force Review Committee's Preliminary Investigative Review Report for **Internal Case No. 21-0005-P** was completed and distributed to the Agency Head, Agency's Chief Counsel, and all Commission members for review on March 24, 2022; and

WHEREAS, the Use of Force Review Committee considered, discussed, deliberated, and took official action(s) concerning comments offered by the Covered Agency and/or other Commission members, if any, during its Special Meeting held on April 1, 2022 regarding the Use of Force Review Committee's preliminary Findings and Conclusions, Additional Factor(s) for Consideration and Recommendation(s) for Corrective Action(s) contained in the draft of the Preliminary Investigative Review Report for **Internal Case No. 21-0005-P**; and

WHEREAS, following the Robert's Rules of Order, the Commission's Chairperson having attested to recognizing motions from committee membership, said motions having been seconded and recording the votes of committee membership as indicated in the Vote Tabulation Form, the Use of Force Review Committee hereby adopts and ratifies the Preliminary Investigative Review Report for **Internal Case No. 21-0005-P** and any accompanying addenda.

NOW THEREFORE,

BE IT RESOLVED, that the undersigned hereby certify that the foregoing to be a true and correct excerpt of the Minutes of the Special Meeting of the Use of Force Review Committee held on this date, at which a quorum was present, and that said Resolution was duly passed by a majority vote of the voting members of the Use of Force Review Committee present; and

BE IT FURTHER RESOLVED, that the Use of Force Review Committee authorizes the release of, and presents its, Preliminary Investigative Review Report for **Internal Case No. 21-0005-P** and any accompanying addenda to the Commission for further consideration and action.

AS DULY ADOPTED BY THE USE OF FORCE REVIEW COMMITTEE (DATED _____, 2022)

SIGNATURE OF THE PENNSYLVANIA STATE LAW ENFORCEMENT CITIZEN ADVISORY COMMISSION'S CHAIRPERSON:

(Electronic Signature Authorized)
PRINT: SHA S. BROWN

SIGNATURE OF CHAIRPERSON OF THE USE OF FORCE REVIEW COMMITTEE:

(Electronic Signature Authorized)
PRINT: David A. Sonenshein, Esquire

SIGNATURE OF SECRETARY OF THE PENNSYLVANIA STATE LAW ENFORCEMENT CITIZEN ADVISORY COMMISSION:

(Electronic Signature Authorized)
PRINT: Jaimie L. Hicks