



**Special Meeting of the Use of Force Review Committee**  
**DRAFT Meeting Minutes for**  
**Thursday, September 8, 2022, at 10:00 a.m.**  
(Virtual Meeting *via* Microsoft Teams Platform)

**At 10:03 a.m. Executive Session**

Sha S. Brown, Chairperson, called the Executive Session of the Pennsylvania State Law Enforcement Citizen Advisory Commission's (Commission) Use of Force Review Committee's (Review Committee) Special Meeting to order and a quorum was present.

Chairperson Brown gave a brief overview of the Review Committee's Meeting Agenda which included finalizing its draft **Preliminary Investigation Review Report for Internal Case No. 21-0014-P** and authorization to disseminate the draft report to the Pennsylvania Board of Probation and Parole (PBPP) and all Commissioners for an opportunity to respond in accordance with Sections 8.2 and 8.3 of the Commission's Bylaws. Further, Chairperson Brown reported that drafts of **Preliminary Investigation Review Reports for Internal Case Nos. 21-0015-P and 21-0016-P** (authorized on July 25, 2022) would be ready for discussion at its Special Meeting scheduled for September 30, 2022. Chairperson Brown also reported that the Review Committee planned to invite and have PBPP representatives attend the Review Committee's Special Meeting scheduled for October 14, 2022 [Opportunity to Respond] to discuss all drafts of all reports for **Internal Case Nos. 21-0014-P, 21-0015-P, and 21-0016-P**.

Chairperson Brown announced that the Commission's last quarterly (regular) meeting for the year is scheduled for October 28, 2022 at 10:00 a.m. in Harrisburg and the Commission sent an invitation to the Governor. Chairperson Brown anticipated the presentation of six preliminary reports to the Commission for further consideration [this Review Committee will present its preliminary reports for **Internal Case No. 21-0014-P, 21-0015-P, and 21-0016-P**]. The Commission expected to complete all outstanding reviews and no Review Committee will begin any new case review during the transition period between administrations.

With no other confidential, pre-deliberative, or administrative matters before it, the Review Committee's Executive Session ended at 10:27 a.m.

**At 10:34 a.m. Public Session of Special Meeting Started and Recording Began**

**At 10:35 a.m. Call to Order, Roll Call, and Opening Announcements/Reminders by Commission Chairperson**

Chairperson Brown called the Special Meeting of the Commission's Use of Force Review Committee to order, announced that the meeting was being recorded and participation in the meeting conferred consent to being recorded.

Chairperson Brown asked the Commission's Secretary (Jaimie L. Hicks) to conduct a Roll Call and Commissioner David Sonenshein [Review Committee Chairperson] and Vice-Chairperson Beth Pittinger were present remotely and a quorum of the Review Committee was present. Ex-Officio Member Angela Fitterer (the Governor's Office designee) was also present remotely. Chairperson Brown indicated that Commissioner Joshua Maines was excused. A copy of the Roll Call and Attendance Form is attached hereto and made a part hereof [see Attachment 1].

**At 10:35 a.m. Public Comment Reminder**

Chairperson Brown reminded members of the public of the various ways citizens may participate and offer public comment before and during all meetings of the Commission and the Commission's Review Committees to ensure public participation and transparency. For purposes of this Special Meeting, public comment was limited to three minutes per speaker.

**At 10:36 a.m. Motion to Approve Use of Force Review Committee's Meeting Agenda by Unanimous Consent**

Chairperson Brown asked for a motion to approve the Use of Force Review Committee's Meeting Agenda by unanimous consent. The Motion was offered and seconded by Review Committee members in attendance. Chairperson Brown asked if there were any objection(s) to the Meeting Agenda and after hearing no objections, Chairperson Brown recognized the approval of the Use of Force Review Committee's Meeting Agenda by unanimous consent. A copy of the Use of Force Review Committee's September 8, 2022, Meeting Agenda, as adopted, is attached hereto, and made a part hereof [see Attachment 2].

**At 10:36 a.m. Motion to Approve Adoption of the Draft of the Use of Force Review Committee's July 25, 2022, Meeting Minutes by Unanimous Consent**

Chairman Brown asked for a Motion to approve the draft of the Use of Force Review Committee's July 25, 2022, Meeting Minutes by unanimous consent. The Motion was offered and seconded by Review Committee members. Unanimous consent to approve adoption of the draft of the Use of Force Review Committee's July 25, 2022, Meeting Minutes passed with no noted objections [a copy of the Meeting Minutes as adopted is available on the Review Committee's webpage found at [www.osig.pa.gov/PSLECAC](http://www.osig.pa.gov/PSLECAC)].

**At 10:37 a.m. Other Review Committee Administrative Matters**

Review Committee Chairperson Sonenshein did not have any administrative matters to report.

**At 10:37 a.m. Continued Consideration, Discussion, and Deliberation in Anticipation of Issuing Preliminary Investigative Review Reports for Internal Case Nos 21-0014-P, 21-0015-P, and 21-0016-P for Presentation to the Commission**

Chairperson Brown began the discussion by stating the Review Committee engaged in significant discussions and deliberations regarding completed internal investigations by the Pennsylvania Board of Probation and Parole (PBPP) concerning underlying incidents related to **Internal Case Nos. 21-0014-P, 21-0015-P, and 21-0016-P**. The Review Committee authorized the drafting of **Preliminary Investigative Review Reports for Internal Case Nos. 21-0014-P,**

**21-0015-P, and 21-0016-P** [during its Special Meeting held on July 25, 2022] for internal distribution and review in preparation of today's meeting. Chairperson Brown then asked if any Commissioner wished to offer any amendments or had any other comments related to the draft **Preliminary Investigation Review Report for Internal Case No. 21-0014-P** and relinquished the floor to Review Committee Chairperson Sonenshein.

Concerning **Internal Case No. 21-0014-P**, Review Committee Chairperson Sonenshein commented he believed the draft preliminary report reflected all the Review Committee's deliberations [related to underlying incident on September 5, 2017, Troop H] and did not have any amendments or other comments to offer. Vice-Chairperson Pittinger agree with Review Committee Chairperson Sonenshein and did not have any amendments or any further comments to offer.

With no amendments or other comments offered, Chairperson Brown asked for a motion to move the Review Committee's draft **Preliminary Investigative Review Report for Internal Case No. 21-0014-P** to PBPP for an opportunity to respond and invite PBPP to its Special Meeting scheduled for September 30, 2022 at 10:00 a.m. [in accordance with **Sections 8.2 and 8.3 (Covered Agency's Opportunity to Respond to Preliminary Report)** of the Commission's Bylaws]. Review Committee Chairperson Sonenshein offered the motion, which was seconded, and no objections were noted. Chairperson Brown recognized the Review Committee's action.

Chairperson Brown reported staff are drafting preliminary reports for **Internal Case Nos. 21-0015-P and 21-0016-P** and anticipated both drafts will be sent to Commissioners in time for consideration at the Review Committee's Special Meeting scheduled for September 30, 2022. Chairperson Brown also reported that the Review Committee will invite PBPP representatives to the Review Committee's Special Meeting scheduled for October 14, 2022 for an opportunity to respond to, and adoption of, all three draft preliminary reports. Chairperson Brown asked any Commissioner had any questions and no Commissioner responded.

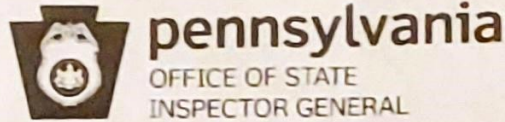
At this time, Chairperson Brown opened the floor to both specific comments concerning matters currently under consideration and general comments regarding any business of the Review Committee, and no individual offered any comment.

With no further deliberations or any other business, Chairperson Brown stated there was no need to proceed to an Executive Session since no amendments or changes were made to the draft of **Preliminary Investigation Review Report for Internal Case No. 21-0014-P**.

#### **At 10:40 a.m. Announcements**

Chairperson Brown provided closing remarks and informed the public about how to file complaints using the Commission's hotline, access the Commission's webpage, and contact information for the Office of Inspector General (OSIG) and the OSIG's Bureau of Law Enforcement Oversight for assistance.

#### **At 10:41 a.m. Special Meeting of Use of Force Review Committee Adjourned**

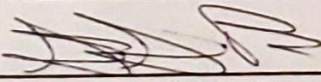


## Roll Call and Attendance Form

Type of Commission Meeting: Quarterly Special Rescheduled  
 Date and Time of Committee Meeting: September 8 2022 10:00AM  
 Name of Committee: USE OF FORCE REVIEW COMMITTEE

Pursuant to Article 6, Sections 2 and 5 of the Pennsylvania State Law Enforcement Citizen Advisory Commission's (Commission) Bylaws, I hereby attest to having a Roll Call of Committee Membership performed at the above listed Committee meeting and recording attendance of Committee members as indicated below:

Seat Name	Name of Commission Member	Attendance		
		Present	Excused Absence	Absent
At-Large Seat 1	David A. Sonenshein	✓		
At-Large Seat 2	Dr. A. Suresh Canagarajah, Ph.D.			
At-Large Seat 3	Kelley B. Hodge, Esquire			
At-Large Seat 4	Denise Ashe			
At-Large Seat 5	Elizabeth C. Pittinger	✓		
At-Large Seat 6	Keir Bradford-Grey			
Troop A Seat	Jeffrey Wilson			
Troop B Seat	Brenda Tate			
Troop C Seat	Joshua S. Maines, Esquire		✓	
Troop D Seat	Marisa C. Williams			
Troop E Seat	Bishop Curtis L. Jones, Sr.			
Troop F Seat	Honorable Erick J. Coolidge			
Troop G Seat	Charima C. Young			
Troop H Seat	Spero T. Lappas, J.D., Ph.D			
Troop J Seat	VACANT			
Troop K Seat	Andrea A. Lawful-Sanders			
Troop L Seat	VACANT			
Troop M Seat	Marvin Boyer			
Troop N Seat	Marilyn M. Brown, Ed.D.			
Troop P Seat	Rev. Shawn M. Walker			
Troop R Seat	Krista Somers			

  
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**Signature of Sha S. Brown,**  
**Commission Chairperson**

**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, 7<sup>th</sup> Floor, Forum Place, Harrisburg, PA 17101** and virtually *via* the Commission's information technology platform (Microsoft Teams) on **Thursday, September 8, 2022, at 10:00 a.m. (Executive Session) and at 10:30 a.m. (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* – Review of Meeting Agenda; Recap of previous confidential and pre-deliberative discussions related to, and proposed schedule for completion of, **Internal Case Nos. 21-0014-P, 21-0015-P and 21-0016-P** for purposes of issuing Preliminary Investigative Review Reports; and other administrative matters];
- (2) Call to Order and Roll Call [*expected to begin at approximately 10:30 a.m.*];
- (3) Acceptance of Meeting Agenda;
- (4) Approval and adoption of previous Special Meeting Minutes from July 25, 2022;
- (5) Approval of administrative and/or other procedural matters;
- (6) Remarks by the Use of Force Review Committee's Chairperson;
- (7) Opportunity for general public comment;
- (8) Discussion, deliberation, and official action(s) related to the issuance and finalization of **Preliminary Investigative Review Reports for Internal Case Nos. Internal Case Nos. 21-0014-P, 21-0015-P, and 21-0016-P** in preparation for distribution to the Covered Agency pursuant to Section 8.2 of the Commission's Bylaws;
- (9) Opportunity for specific comment concerning **Internal Case Nos. 21-0014-P, 21-0015-P, and 21-0016-P** currently under consideration; and
- (10) Opportunity for general public comment.

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*