



**PENNSYLVANIA STATE LAW ENFORCEMENT CITIZEN ADVISORY COMMISSION**  
**Regular Meeting Minutes**  
**Friday, August 6, 2021 at 10:00 a.m.**  
(In person and Virtual Meeting *via* Microsoft Teams Platform)

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

Sha S. Brown, Commission Chairperson, began an Executive Session of the Pennsylvania State Law Enforcement Citizen Advisory Commission (Commission). The Executive Session began with Chairperson Brown's welcome of both voting and ex-officio members, a review of the Commission's proposed Regular Meeting Agenda which was followed by a training presentation concerning Pennsylvania's Sunshine Act publication and open meeting requirements (for both Commission meetings and meetings of the Commission's three Review Committees established by the Commission's Bylaws) by the Office of State Inspector General's (OSIG) Office of Chief Counsel. Administrative matters discussed within the Executive Session included scheduling future meetings of both the Commission (proposed date of next regular meeting is October 29, 2021, at 11:00 a.m.) and the Commission's three Review Committees (proposed dates and times between August 2021 and the end of October 2021). Chairperson Brown also asked Chairpersons of each of the Commission's three Review Committees to consider appointment of a Secretary for purposes of roll call, preparation of meeting agendas and recording of meeting minutes for all proposed Review Committee meetings. The executive session ended at 10:40 a.m.

**At 11:08 a.m. Regular Public Meeting Started and Recording Began**

**At 11:08 a.m. Call to Order and Opening Remarks by Commission Chairperson (Sha Brown)**

Chairperson Brown recognized all Commission members in attendance including ex-officio members and/or designees in attendance - from the Pennsylvania State Police on behalf of Superintendent Robert Evanchick, Captain Christopher King; from the Pennsylvania Department of Conservation and Natural Resources on behalf of Secretary Cynthia Dunn, Deputy Secretary John Norbeck; from the Pennsylvania State Capitol Police, Superintendent Joseph Jacob; from the Office of General Counsel on behalf of General Counsel Gregory Schwab, Deputy General Counsel Andrew Hanna; from the Pennsylvania Commission on Crime and Delinquency, Executive Director Michael Pennington, and newly appointed to the Commission representing the Governor's Office, Deputy Chief of Staff, Jalila Parker. Chairperson Brown opened the floor to Deputy Chief of Staff Parker who introduced herself and made brief remarks.

**At 11:10 a.m. Introduction of, and Roll Call by, Acting Commission Secretary R. Heidi Urich**

Acting Commission Secretary Urich read the names of all Commission voting members aloud and those in attendance responded by announcing their presence. 15 voting members of the Commission were either in attendance in person or virtually and a quorum of the Commission's voting members was present. A copy of the Roll Call and Attendance Form is attached hereto and made a part hereof [**see Attachment 1**].

**At 11:12 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.

**At 11:12 a.m. Motion to Approve Commission's Meeting Agenda by Unanimous Consent**

Chairperson Brown read the Commission's Meeting Agenda aloud into the record and asked for a motion to approve the meeting agenda by unanimous consent. The Motion was offered and seconded by Commission members in attendance. Chairperson Brown asked if any Commissioner had any objection(s) to the Commission's Meeting Agenda. After hearing no objections, Chairperson Brown recognized the approval of the Commission's Meeting Agenda by unanimous consent. A copy of the Commission's August 6, 2021 Regular Meeting Agenda, as adopted, is attached hereto and made a part hereof [*see Attachment 2*].

**At 11:14 a.m. Motion to Approve Adoption of the Draft of the Commission's May 20, 2021 Meeting Minutes by Unanimous Consent**

Chairperson Brown asked if and confirmed that all Commission members received and had an opportunity to review the draft of the Commission's meeting minutes from the Commission's regular meeting held on May 20, 2021 publicly posted on the Commission's webpage and forwarded to Commission members on July 30, 2021. Chairperson Brown then asked for a motion to approve adoption of the draft of the Commission's May 20, 2021 Meeting Minutes by unanimous consent. The Motion was offered and seconded by Commission members in attendance. Chairperson Brown asked if any Commissioner had any objection(s) to the Commission's May 20, 2021 Meeting Minutes. After hearing no objections, Chairperson Brown recognized the adoption of the Commission's May 20, 2021 Meeting Minutes by unanimous consent. A copy of the Commission's May 20, 2021 Meeting Minutes, as adopted, is attached hereto and made a part hereof [*see Attachment 3*].

**At 11:15 a.m. Report by the Commission's Chairperson [State of the Commission; Introduction and Presentation of the Commission's Review Process**

Chairperson Brown provided a summary of the work of the Commission over the last quarter which included completion of all mandatory training in law enforcement procedures, including use of force (taught by the same instructors who provide this training to other law enforcement officers within the Commonwealth) for all Commission members and thanked the Pennsylvania State Police, its Training Division, and specifically, its Use of Force Unit, for educating Commission members on how State Troopers (for example) and other law enforcement officers are trained when faced with various scenarios. Chairperson Brown highlighted the Commission's unique role as the first statewide citizen led commission of its kind in the nation and only entity regularly reviewing internal investigations of use of force and complaints of bias-based policing with a goal to both reduce the risks posed by such incidents and to mitigate and prevent such incidents in the future.

To accomplish its goal, Chairperson Brown then proceeded to make a presentation of the Commission's Case Review Process of completed internal investigative findings of Covered Agencies. A copy of the Commission's Case Review Process presentation is attached hereto and made a part hereof [*see Attachment 4*].

**At 11:28 a.m. Report by the Commission's Vice Chairperson (Beth Pittinger) [State of the**

## **Commission; Summary of Work of the Commission's Review Committees**

In anticipation of the Commission's reviews, Vice Chairperson Pittinger reiterated the purpose of the Commission and summarized the anticipated work of the Commission's three (Critical Incidents, Use of Force and Bias-based Policing) Review Committees. Vice Chairperson Pittinger also applauded the continued commitment of the Governor's Office and expertise of Commission members along with the Commission's enormous opportunity to ensure institutional integrity among and within all Covered Agencies.

Chairperson Brown reported that the Commission's three Review Committees (Critical Incidents, Use of Force and Bias-based Policing) selected its first 12 completed internal investigations for review. Using the Commission's Case Review Process, Chairperson Brown announced that the Commission's three Review Committees will begin meeting to create review objectives, deliberate regarding the content of internal investigations, make determinations on the quality of the internal investigation and subsequent disciplinary actions (if any), and create preliminary recommendations for reforms (when necessary). Chairperson Brown then introduced Chairpersons of each Review Committee to provide summary remarks:

*Kelley B. Hodge, Esquire, Chairperson, Critical Incidents Review Committee* (and members Dr. Spero Lappas, Charima Young, Bishop Curtis Jones, Sr. and Andrea Lawful Sanders) – Chairperson Hodge remarked that the committee initially reviewed 35 cases (between 2016-2019) and selected two cases for review;

*David Sonnenshein, Esquire, Chairperson, Use of Force Review Committee* (and members Joshua Maines, Esq., William Colon, and Krista Somers) – Chairperson Sonnenshein reported that out of the initial cases of lower levels of use of force it received, the committee selected five cases. Chairperson Sonnenshein reiterated that with input from the Commission, the Commonwealth's law enforcement agencies can serve as a model of excellence for law enforcement throughout Pennsylvania and the country; and

*Marvin Boyer, Chairperson, Bias-based Policing Review Committee* (members Denise Ashe, Marisa Williams, and Dr. A. Suresh Canagarajah) – Chairperson Boyer reported that following an initial review of the 10 cases over the last three years it received, the committee selected five cases for further review.

### **At 11:38 a.m. Announcement of Review Committee Special Meetings**

Chairperson Brown announced dates of Special Meetings of each Review Committee ([between August 2021 and October 2021] with all meetings open to the public) as follows:

#### **Critical Incidents Review Committee**

[Tuesday] August 31, 2021, at 11:00am  
[Tuesday] September 14, 2021, at 11:00am  
[Tuesday] September 28, 2021, at 11:00am  
[Tuesday] October 12, 2021, at 10:00am  
[Wednesday] October 20, 2021, at 11:00am

#### **Use of Force Review Committee**

[Friday] August 13, 2021, at 1:30pm  
[Friday] August 27, 2021, at 1:30pm  
[Friday] September 10, 2021, at 10:00am  
[Friday] September 24, 2021, at 1:30pm  
[Friday] October 8, 2021, at 1:30pm

#### **Bias-based Review Committee**

[Wednesday] August 25, 2021, at 1:00pm  
[Wednesday] September 8, 2021, at 9:00am  
[Wednesday] September 22, 2021, at 9:00am  
[Wednesday] October 6, 2021, at 1:00pm  
[Wednesday] October 20, 2021, at 1:00pm

**At 11:39 a.m.           Remarks by Guest Speaker Erik Evans (Topic – People on the Spectrum)**

With the intent of providing a knowledge base for Commission members and the public, Chairperson Brown provided a brief introduction of Guest Speaker Erik Evans who proceeded to provide remarks and demonstrations concerning triggers and hardships faced by persons on the spectrum.

**At 12:37 p.m.           Public Comments**

Following Mr. Evans remarks and demonstrations, Chairperson Brown thanked Mr. Evans and opened the meeting to public comments. Several Commission members (including Commissioners Coolidge, Sonnenshein, Pittinger, Wilson, Tate, Canagarajah, Ashe, Hodge, and Maines) all recognized the potential danger and explosiveness of these types of situations and the critical importance of facilitating and incorporating this type of presentation into law enforcement training programs. Commission members commented that two percent of the population are on spectrum (including immigrants that also face language barriers) so it would not be uncommon for officers to encounter such individuals. Commission members then suggested several avenues for replication including at state universities and for school police officers, Municipal Police Officers Education and Training Commission (MPOETC) programs, Pennsylvania State Police Academy, etc.

Ex-officio Commission Member Michael Pennington [Executive Director of the Pennsylvania Commission on Crime and Delinquency (PCCD)] remarked of the type of training programs supported by PCCD including funded provided through PCCD's Mental Health and Justice Subcommittee. Commissioner Pennington committed to exploring ways to help Mr. Evans connect with PCCD's various partners and funding sources. Maines then asked if whether the Commission can administratively recommend that all Covered Agencies integrate this type of training into their programs and Chairperson Brown agreed to explore the possibility.

**At 12:57 p.m.           Announcements by Commission Chairperson**

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 the OSIG and BLEO for assistance.

**At 12:58 p.m.           Regular Public Meeting Adjourned**



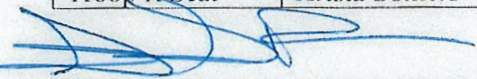
## Roll Call and Attendance Form

Type of Commission Meeting:  Quarterly  Special  Rescheduled

Date and Time of Commission Meeting: August 6, 2021 11:00AM - 1:00PM

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 Commission Membership performed at the above listed Commission meeting and recording attendance of Commission 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	VACANT			
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	William Colon			✓
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	✓		

  
 Signature of Sha S. Brown,  
 Commission Chairperson



**PENNSYLVANIA STATE LAW  
ENFORCEMENT CITIZEN ADVISORY  
COMMISSION**

**COMMISSION 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 Regular (Quarterly) Meeting of the Commission to be held **in person** at the headquarters of the **Pennsylvania Commission on Crime and Delinquency** located at **3101 North Front Street, Harrisburg, Pennsylvania 17110** on **Friday, August 6, 2021 at 10:00am**.

There will be Microsoft Teams capability to attend the meeting remotely. To register for this Commission meeting, please use this registration link: Available on the OSIG webpage at [www.osig.pa.gov/PSLECAC](http://www.osig.pa.gov/PSLECAC). If you are unable to sign in via the registration link above, you may dial-in by using the information listed below:

Audio Dial-In Information: 267-332-8737 - United States Toll  
Access Code/Event Number: 52578909#

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

- (1) Executive Session (**closed to the public from 10am to 11am**) [purpose of Executive Session is to provide Commission members with training on Sunshine Act statutory requirements, schedule future meetings of both the Commission and of the Commission's three Review Committees established pursuant to its Bylaws, and address other administrative matters];
- (2) Call to Order and Roll Call;
- (3) Acceptance of Meeting Agenda;
- (4) Approval and adoption of previous Commission Quarterly Meeting Minutes from May 20, 2021;
- (5) Report of the Commission's Chairperson [State of the Commission to include presentation of the Commission's formal Review Process];
- (6) Report of the Commission's Vice Chairperson [State of the Commission to include formation and summary of work of the Commission's Review Committees];
- (7) Individual Reports by Chairpersons of the Commission's Review Committees (Critical Incidents, Use of Force and Bias-Based Policing) [to include selection of initial completed internal investigations for review];
- (8) Video Presentation by Guest Speaker [Eric Evans of the Mansfield University – "Understanding People on the Spectrum"];
- (9) Opportunity for public comment; and
- (10) Discussion and vote of investigatory reviews under consideration (if applicable).

Individuals having questions regarding this Commission meeting, 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 Jonathan Hendrickson, Director of External Affairs, OSIG, at (717) 265-8396.

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