



Meeting of the Independent Police Review Board

October 18, 2023 – 3:30PM

Draft Minutes

I. Call to Order

Chair McDonough called the October 18, 2023 meeting of the Independent Police Review Board to order at 3:38 p.m. The meeting was held in Conference Room 1 of the Allegheny County Courthouse.

II. Roll Call

In addition to the Chair, the following board members were present:

Richard Garland
Stacey Hawthorne
Keith Murphy
J. Leavitt Pearl

Additionally, staff members, Amie Downs and Maurita Bryant, and solicitor Rosalyn Guy-McCorkle were present.

III. Approval of Minutes

The minutes of September 20, 2023, board meeting was reviewed by the members. A motion was made by Stacey Hawthorne, to approve the minutes as presented. The motion was seconded by Keith Murphy and unanimously approved.

IV. Public Comment on Agenda Items

There was no public comment.

V. Old Business

a. Required Training for Board Members

Chair McDonough advised that on October 16, 2023 at 5:00pm, IPRB training was held at Headquarters of the Allegheny County Police Department (ACPD). The following training sessions were conducted: Overview of ACPD, Bias Based Policing and ACPD Disciplinary Process and Procedures. Along with Chair McDonough, Mark Bibro was present, and Vice Chair J. Leavitt Pearl participated remotely. Additional training needed, Rev. Regina Ragin-Dykes needs three blocks

of training, and Mark Bibro needs Constitutional law and Use of Force. Members will coordinate dates/times for remaining training needs directly with the ACPD Instructor, Lou Blauth.

b. Board offices/Board vacancy

Chair McDonough and Amie Downs informed members that the space originally identified in the Courthouse was not enough space, and that a new location was identified at 102 County Office Building, Mezzanine floor. There is office space that will accommodate IPRB needs and there is a conference room available that can be reserved. The staff liaison will visit the new location.

The question was raised, and discussion proceeded regarding the vetting process and procedure for selecting a Solicitor for the Board. Chair McDonough went over the language in the Ordinance regarding a Solicitor. Discussion included if an RFP was needed, and/or if candidates had to go through the Professional Services Review Board. Solicitor Rosalyn Guy McCorkle stated that she would research the correct process and bring back the results to the Board.

Amie Downs advised that the potential new board member to fill the vacancy had indicated he would not be available, but she will check with him again. She stated that the newest board member, Mark Bibro was a joint appointment and that the County Executive may leave the vacancy for the next administration to fill if there was no other name to bring forward at this time.

c. Marketing Materials

Amie Downs stated that the Marketing Team was working on an IPRB Pamphlet and hopefully a draft would be ready for the next meeting.

VI. New Business

a. Email Complaint: An email complaint was received from a David Balson against an unknown ACPD police officer that exceeded the 180 days and with insufficient information. The staff liaison will respond to the email and refer Mr. Balson to the ACPD since by statute the IPRB is unable to handle the complaint.

b. Subpoena Power: Keith Murphy passed out two documents regarding subpoena power for the IPRB. He stated there was a need for transparency on a different level. Chair McDonough referred to section 905.12 of the Ordinance and stated that any changes would have to go before Council. Rosalyn Guy-McCorkle suggested that the Board get established, complete all training and requirements first before going before Council with additional demands.

- c. **Future Meetings:** Chair McDonough asked if the Board wanted to meet in November and December, stating that the Ordinance requires only that the Board meet quarterly. Amie Downs clarified that an earlier Board decision was not to meet in December. Keith Murphy stated that until the Board gets all its members, he recommended meeting in November. The Board agreed to meet in November.
- d. **Soliciting other Municipalities:** Vice Chair J. Leavitt Pearl asked if members should reach out for other municipalities to opt in. Discussion held on if it was the responsibility of County Council to solicit mayors or municipalities to opt in. Chair McDonough stated he felt it was not the responsibilities of Board members to solicit other municipalities to opt in.

VII. Public Comment on General Items

No public comment

VIII. Adjournment

There being no further business, Vice Chair J. Leavitt Pearl moved to adjourn the meeting, seconded by Keith Murphy. The meeting was adjourned at 4:16pm.