



Meeting of the Independent Police Review Board

January 17, 2024 – 3:30PM

Approved Minutes

I. Call to Order

In the absence of a Chair, Vice Chair J. Leavitt Pearl conducted the meeting and called the January 17, 2024 meeting of the Independent Police Review Board to order at 3:31 p.m. The meeting was held in Conference Room 1 of the Allegheny County Courthouse. Vice Chair J. Leavitt Pearl's opening remarks began with thanking Chair McDonough for his overall service to the Board and acknowledging his efforts in getting everything situated.

II. Roll Call

The following board members were present:

J. Leavitt Pearl, Vice Chair
Richard Garland, Secretary
Lynn M. Banaszak (via telephone)
Mark Bibro
Stacey Hawthorne

Additionally, staff members, Amie Downs, Maurita Bryant, and solicitor Dennis J. Biondo were present.

III. Approval of Minutes

The minutes of November 15, 2023, board meeting was reviewed by the members. A motion was made by Mark Bibro, to approve the minutes as presented. The motion was seconded by Stacey Hawthorne and unanimously approved.

IV. Public Comment on Agenda Items

The meeting was observed by one County Council member. No comment on agenda items.

V. Board's Reorganization/Elections – Chair and Vice Chair for 2024

Vice Chair J. Leavitt Pearl opened the nominations for the Chair and Vice Chair positions. After discussion, a decision was made by the Board to eliminate the position

of Secretary since the duties are being filled by the staff liaison. Stacey Hawthorne stated that she was satisfied being a member of the Board and declined wanting to be nominated for Chair or Vice Chair. Mark Bibro nominated J. Leavitt Pearl for the Chair position, and Stacey Hawthorne seconded. J. Leavitt Pearl accepted the position. Stacey nominated Richard Garland for Vice Chair and Mark Bibro seconded the nomination. Richard Garland accepted the position. Both positions were approved by the Board.

VI. Old Business

a. Training for Board Members

- i. All required Board training is completed. Rev. Regina Ragin-Dykes completed her training on December 14, 2023 at the ACPD Headquarters.

b. Update: Potential New Board Member

- i. Amie Downs advised the Board that there were two positions needed to replace Coleman McDonough and Robert Meinert and that it would be up to the County Executive to nominate.

c. IPRB Pamphlet and Marketing Initiatives

Staff Liaison, Bryant, passed out the revised IPRB pamphlets and explained that the Board members names had been removed after Chair McDonough's resignation and a decision had to be made to include the Board members names going forward. She explained that only a small number of pamphlets were printed for the Board meeting and once a decision was made by the Board, a final pamphlet would be drafted for distribution. After discussion, it was decided to omit the names of the board members. Chair Leavitt Pearl suggested listing contact information for the Pittsburgh Police Independent Review Board, and it was suggested to include a link for the contact information for the various municipalities. Amie Downs stated she would send the link to the liaison.

d. Update: Process for selecting IPRB Solicitor

Solicitor Dennis Biondo and Amie Downs joined the Board discussion, and explained the process needed for the Board to bring on a Solicitor, which included issuing an RFP. Solicitor Biondo advised that he will assist the Board by providing a draft RFP to review.

e. 2024 Meeting Schedule

The Board unanimously agreed to hold board meetings quarterly for 2024 on the third Wednesday of the month. The 2024 meeting dates are January 17th, April 17th, July 17th, and October 17th. The location and time will remain the same unless otherwise notified.

VII. New Business

a. Annual Report

The annual report was completed by former Chair McDonough and submitted to County Council and the County Executive. The report was posted on the IPRB website and will be distributed to each board member.

b. Complaints

Staff Liaison Bryant advised that one complaint received on December 13, 2023 with a supplement on December 14, 2023 occurred in the City of Pittsburgh and the complainant was advised to contact the Pittsburgh Bureau of Police Office of Municipal Investigations or their Pittsburgh Citizen Police Review Board.

VIII. Public Comment on General Items

No public comment

IX. Adjournment

There being no further business, Mark Bibro moved to adjourn the meeting, seconded by Vice Chair Richard Garland. The meeting was adjourned at 3:57pm.