

Community Review Board Meeting
MEETING MINUTES
Friday, October 27, 2023, at 2:00 PM
Downtown Public Library, 615 Church Street Room
The Commons on the Third Floor

1. Call to Order:

- Board Member Haddock called the meeting to order.

2. Reading of the Appeals Statement:

- Chair Haddock read the appeal statement pursuant to Section 2.68.030 of the Metropolitan Code.

3. Establish Quorum:

- Board Member Goddard acknowledged the presence of a quorum.

4. Election of Officers:

- The appointments of the Community Oversight Board officers to the same offices in the Community Review Board were approved unanimously. Board Member Goddard moved, and Board Member Brown seconded. Chair Alisha Haddock, 1st Vice-Chair Joe Brown, 2nd Vice-Chair Walter Holloway, and Secretary Drew Goddard were also approved unanimously to continue holding their appointed offices from the Community Oversight Board to the CRB.

5. Public Comment:

- There was one public comment.

6. Appointment of Executive Director:

- Chair Haddock motioned for the mayor selection of Jill Fitchard to become Executive Director of the CRB. Board Member Brown moved, and Board Member Whitsell seconded for the approval of Jill Fitchard as Executive Director. The Board approved the vote. Board Member Goddard voted no.
- Board Member Goddard stated while he fully expected ED Fitchard to be affirmed and appointed as Executive Director of the CRB, he felt his concerns needed to be addressed going forward. Board Member Goddard informed everyone that he looked forward to working with the ED Fitchard moving forward.

7. Budget Discussion:

- Ernest Franklin from the Finance Department reported to the board that the remaining COB budget will transfer to the CRB budget which is roughly \$1.4-1.6 million for the remainder of the 2024 fiscal year. Mr. Franklin stated he should know an exact figure around mid-November.

8. Recall of Staff/Human Resources discussion:

- Director Shannon Hall from Human Resources provided an update regarding the COB staff layoffs and staff rehire to the CRB. Director Hall stated she has worked extensively to make sure ED Fitchard is rehired as Executive Director so that she is able to offer and recall all staff back to their former and newly created positions.
- Director Hall also provided insight to the board regarding the rehire process of staff to CRB positions.
- Director Hall informed the board that Director Fitchard has everything necessary to send out recall letters to all of staff immediately following the meeting so that they may be re-employed as early as next week.
- Chair Haddock thanked Human Resource Director Hall for the exceptional support she provided to the COB staff during the layoff transition process. Director Hall diligently worked to make sure all COB staff received the opportunity to be rehired to the CRB.
- ED Fitchard encouraged board members to get on board with assisting with the work that is needed for the success of the CRB.
- Chair Haddock and other board members expressed their support for ED Fitchard reappointment as executive director of the CRB.

9. New Business:

- There was open discussion for future retreats and trainings for the Board.
- Board Member Wynn, and Board Member Beard offered their expertise and time to train staff.
- The board discussed dates for the next executive board meeting and setting a date for their next retreat.
- Board Member Brown informed the board the CRB needs to have a discussion with Metro Legal regarding creating a Memorandum of Understanding (MOU), bylaws, and rules for the newly created CRB.

10. Schedule Next Meeting:

- The board opened discussion for a date proposal to be sent out via email.

11. Adjourn:

- The meeting was adjourned at 3:09pm