

# Civilian Oversight Board Meeting

Open Session Minutes

Location: 1520 Market, Room 4029

March 28<sup>th</sup>, 2016

4:00 pm

I. Call to Order: Meeting called to order at 4:00 pm by Chairman Stephen Rovak

II. Roll Call and Attendance:

Present: Jane Abbott-Morris, Bradley Arteaga, David Bell, Heather Highland, Lawrence Johnson, Stephen Rovak, Ciera Simril.

It was noted a Quorum of Members was present.

Also present were Nicolle Barton, Executive Director of Civilian Oversight Board and Mark Lawson, Associate City Counselor.

III. Approval of Previous Board meeting minutes: Motion was made to approve previous minutes from 03/16/16 by Brad Arteaga. The motion was seconded by Heather Highland.

Vote was as follows: Aye-7 No-0 Abstain-0 Approved-7

IV. Approval of Agenda: Open agenda, Motion was made to approve the Agenda by Jane Abbott-Morris. The motion was seconded by Heather Highland.

Vote was as follows: Aye-7 No-0 Abstain-0 Approved-7

V. Introduction of Guest Speaker: John Doggette of Community Mediation Services of St. Louis regarding Mediation Services. Mr. Doggette gave presentation on Mediation Services and how they would be of service to the COB.

VI. Executive Session:

MOTION

Roll Call vote to go into closed session for the following purposes: Confidential communication with legal counsel concerning legal causes of action pursuant to Section 610.021(1), RSMo. Moved by Heather Highland, seconded by David Bell to go into Executive session, with a roll call vote as follows:

Jane Abbott-Morris	Aye
Bradley T. Arteaga	Aye
David Bell	Aye
Heather Highland	Aye
Lawrence C. Johnson	Aye
Stephen H. Rovak	Aye
Ciera Simril	Aye

The Board, with a vote of 7-0, approved the motion.

Chair Rovak temporarily adjourned the Open Session to go into Executive Session.

The Board went into Executive Session at 4:20 p.m.

Chair Rovak reconvened the Open Session at 5:25 pm

VII. Discussion on the Operational and Procedural Manual. Discussion ensued on an Operational and Procedural Manual as authorized by City Ordinance 69984.

MOTION

A motion was made by Heather Highland to have the Board's legal counsel draft a second revision to the Operational and Procedural Manual to add provisions that were discussed in closed session. The motion was seconded by Jane Abbott-Morris.

Vote was as follows: Aye – 7      No – 0      Abstain – 0      Approved 7-0

MOTION

A motion was made by Lawrence Johnson to revise section 4.2 in the Operational and Procedural Manual to remove wording of having Executive Director and staff as having sole access and authorization on behalf of COB to transmit and receive documentations and have sole replaced with primary. The motion died for lack of a second.

VIII. Discussion and suggestions regarding the Survey Form. Discussion ensued on a Survey Form, the creation of which was authorized by the Ordinance. Executive Director Barton distributed a draft Survey Form with revisions from the first meeting. It was noted by Ciera Simril to add the room number of the COB office. In addition, Jane Abbott-Morris suggested to remove the complete date of birth to only the month and year added. These revisions will be made.

Schedule next meeting. The next meeting was scheduled for Monday, April 18th at 4:00 pm.

IX. Adjournment.

MOTION

A motion was made by Jane Abbott-Morris to adjourn the meeting. The motion was seconded by Ciera Simril.

Vote was as follows: Aye – 7      No – 0      Abstain – 0      Approved 7-0

Meeting Adjourned at 5:37 pm.