Howard County Police Department (HCPD)  
Citizens’ Advisory Council (CAC)  
Member Meeting  

Minutes  
January 20, 2021

Location: Virtual (Zoom)  
Opened: 7:00p  
Closed: 7:50p  

Susan Watkins, Chair, HCPD CAC, presiding, opened the meeting at 7:00p.

Welcome  
- The Chair welcomed members, applicants, HCPD personnel, and guests to the meeting.  
- Chair Watkins noted that Chief Myers was not able to attend the meeting.  
- Member Patel asked if he could do a “screen capture” of the meeting to post on the CAC Facebook page. No objections were heard.  
- The Chair affirmed that the members received the Chief’s Report.

Roll Call  
- The Chair asked the Secretary to take the Roll. Noting a quorum, the Chair brought the meeting to order.

Member Roll Call:

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<thead>
<tr>
<th>CAC Member</th>
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<tbody>
<tr>
<td>✓ Larry Aaronson</td>
<td>✓ Jim Happel</td>
<td>✓ Tim Pierce</td>
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<tr>
<td>✓ Steve Bolen</td>
<td>✓ Eileen Harrity</td>
<td>Lewis Saunders</td>
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<td>William Brockett</td>
<td>✓ Linda Lee Hickerson</td>
<td>Raghid Shourbaji</td>
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<td>✓ Denise Brockington</td>
<td>✓ Jeff Kulik</td>
<td>Susan Watkins</td>
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<tr>
<td>✓ Larry Buchler</td>
<td>Morris Levine</td>
<td>Camela Williams</td>
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<td>✓ Sandy Cederbaum</td>
<td>✓ Keith McGuier</td>
<td>Nollie Wood</td>
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<td>Paul Edwards</td>
<td>✓ Adia Moore</td>
<td>Dave Zeleznik</td>
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<td>✓ Lesley Flaim</td>
<td>Pete Newman</td>
<td>Jean Xu</td>
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<td>✓ Britany Gegor</td>
<td>✓ Chandrakant Patel</td>
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<td>✓ Andrew Hall</td>
<td>✓ Steve Pidliskey</td>
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• Applicants in Attendance: Sami Syadjari and Paul Rivers.
• HCPD in Attendance: Lt. Ed Sprinkle (CAC Advisor).
• Special Guest(s): None.
• Other Guests in Attendance: None.

Chief’s Remarks
• Lt. Sprinkle noted that HCPD continues to be on standby to assist the Maryland State Police and its support to the District of Columbia.
• The Department participated in the 22nd Annual Kindertime Toy Drive in Baltimore.
• The Department staged a virtual version of the “Polar Bear Plunge” on Facebook.
• School Resource Officers handed out gift bags to children during the successful “2020 We Love HoCo Kids” campaign.
• The CAC donated $3,300 to the Howard County Police Foundation’s “We Love HoCo Kids” campaign.
• The COVID-19 pandemic added to the opioid overdose issue in 2020.
• Staffing: one detective is retiring this month; the Academy will be graduating and swearing in new officers tomorrow; several more officers will be transferring from other jurisdictions.
• Member Buehler asked for clarification of the staffing level.
• Applicant Rivers asked if the number of shootings has increased in Howard County. Lt. Sprinkle thought the number was about the same from previous years.
• Member Hickerson asked about the status of officers being vaccinated for COVID-19. Lt. Sprinkle said that most have received their first shot and are waiting for their second.
• Chair Watkins asked if vaccinations are mandatory. Lt. Sprinkle said that it was voluntary and expected it to continue to be voluntary.
• Member Hickerson asked if there were any COVID-19 positive cases. Lt. Sprinkle said that there have been but there are only a few cases. COVID-19 positive cases are reported to Human Resources.

Discussion of Upcoming Projects
• Chair Watkins said that the Chief has been talking to the Executive Board about upcoming projects for 2021. These projects include: Professional Standards, Drones, Crime Analysis, and Share Day. (See Appendix for further description of the projects.)
• The Chair noted that this is an excellent opportunity for the CAC to assist the Department on important initiatives and expects each member to select a project to work on.
• Several people asked about the schedule and time commitment for the projects. Chair Watkins said the CAC will invite speakers to talk to us about each project. Members will get a better understanding of the scope and commitment after discussion with the
speakers and will not be expected to sign-up for a project until after they have had a chance to hear more about it.

- Project presentations will take place during regular member meetings, tentatively:
  - February: Professional Standards
  - March: Drones
  - April/May: Crime Analysis
  - May/June: Share Day

**Induction of Jean Xu**
- Jean Xu was not present. She will be inducted at the next meeting.

**Awards Ceremony**
- The William G. Volenick Distinguished Service Award is in April. The Chair asked Member Pidliskey to send out criteria for the award and solicit nominations.

**Other Business**
- Member Patel asked about the status of the Oracle Building. Lt. Sprinkle said that it is open, but it is not ready to host CAC meetings.
- Member Pierce asked if the CAC made annual donations to the Police Foundation. Chair Watkins said that we don’t make annual donations. The Foundation asked for our help this year. Vice Chair Zeleznick contacted the Foundation to ask them for a list of their 2021 activities to better coordinate fundraising activities with them this year.

**Adjourn**
- Chair Watkins asked if anyone had any other questions or business to discuss. Hearing none, she adjourned the meeting.

Chair Watkins closed the meeting at 7:50p.

The Howard County Police Department Citizens’ Advisory Council will stand in adjournment until February 17, 2021.

Notes taken by Steven Bolen, Secretary, HCPD CAC.
Susan Watkins
Presiding
Chair, HCPD CAC

David Zeleznick
Vice Chair, HCPD CAC

Andrew Hall
Immediate Past Chair, HCPD CAC
Appendix
2021 Citizens’ Advisory Council (CAC) Projects

Statement from the Chair

As you know, the Citizens’ Advisory Council's (CAC) mission and vision are to exchange information and offer invaluable feedback to the leadership of the Howard County Police Department (HCPD) while serving as ambassadors to the community of Howard County.

This year Chief Myers would like us to focus our efforts on these four projects:

- Professional Standards
- Drones
- Crime Analysis
- Share Day

This is only the second time HCPD has asked the CAC to participate in HCPD community programs. We will be working at the center of operational programs. These projects are big enough to last us a year and will be the primary focus of our goals for this year.

However, depending on the Maryland General Assembly’s proposed police reform, we may need to go in a completely different direction. Therefore, our focus may shift based on the needs of HCPD to respond to legislative action. Police reform may take precedence over our current projects.

There will be enough projects going on this year for everyone to be engaged in at least one. The Executive Board depends on your help to help make these projects successful.

Project Descriptions

Professional Standards

1. HCPD stood up a Professional Standards Bureau; Lt. Bill Porter is the new Professional Standards Commander.

2. HCPD is currently in the process of structuring the Bureau.

3. Chief Myers wants to enhance the audits within the HCPD to make sure the Department is following the processes they need to or to make recommendations for new processes.

4. Chief would like the CAC to be a sounding board for new or revised standards.
5. Lt. Porter will give a presentation at the **February** CAC meeting about how the Bureau is structured, its purpose, and the support he needs from CAC.

   a. During the presentation, the CAC will listen to the presentation as representatives of the police department and the community to see if what they are doing or saying are things we/community understand, would look for, and expect from the HCPD.

   b. Lt. Porter will also explain the difference between professional standards and internal affairs.

   c. At our March meeting, the CAC will take 15 minutes to discuss our thoughts with the Chief about the February presentation.

6. This project may develop into something ongoing – or the CAC may be used as a sounding board on a particular topic.

7. As the Department does its annual reports or reviews, it may want to work with a core group of CAC members.

**Drones**

1. HCPD is training its officers and is developing a Drone program.

2. At our **March** meeting, the drone command staff will give the CAC a presentation about what has been happening so far, their stumbling blocks, and what they want to do in the future.

3. Chief Myers would like interested CAC members and those with experience with drones to form a core group to work with the HCPD and coordinate on the project.

4. Questions the core group may need to address are how to make sure the public is aware of the technology and how to use the technology better.

**Crime analysis**

1. While HCPD wants to do more with predictive analytics, they also want to know how they are using their prime analysts.

2. At our **April/May** meeting, we will present how the Department uses crime analysis to utilize resources.

3. After the presentation, CAC will stand up a core group of members who have experience or are interested in participating. The small group will work with HCPD officers and report out to the Chief and CAC.
4. Chief Myers doesn’t want to box us in and focus solely on predictive analytics. Some of the issues could be how the Unit is structured or how it functions.

5. Once the presentation is over, we will ask for volunteers for a core group.

**Share Day**

1. This will be more of a planning activity with the HCPD. The CAC will stand up a committee to work with HCPD to plan the event.

2. Every year, the HCPD invites the County Executive and Council to the training center for demonstrations and status reports on what they are working on.

3. The CAC will work with Lt. Sprinkle and someone from the HCPD to help plan what to present, what we think would be beneficial, and what we would want to know as community members.

4. HCPD wants to find out how they can be more transparent in the community.

5. This will most likely be a summer event. There will be some classroom portion of the event.