



**York-Poquoson Sheriff's Office**  
**Citizen Advisory Committee**  
**Meeting Agenda**  
March 13<sup>th</sup>, 2021  
0900 a.m.-1100a.m.  
301 Goodwin Neck Road  
Yorktown, VA 23690



**Meeting Minutes Approval by Co-Chair/Committee: APPROVED**

**PRESENT:** Melanie O Bond-Artis; Robert Carpenter; Penelope Carroll; Latonia Chavis; Janine Espinal; Andre Gaines; David Gorwitz; Beth Hoer; Linda Hutchinson; Eileen O'Brien; Krysten Reid

**ABSENT:** LeRoyce Bratsveen; Lauren Dunbar; Jennifer Joyner; Steven Roane; D'Shawn Wright; Debra Goff; Willie Rose; Jason Yarema

**STAFF:** Major Ron Montgomery, Chief Deputy

**AGENDA TOPICS**

**1. Call to Order**

Ms. Penelope Carroll called the meeting to order on at 0900 a.m. via virtual Zoom meeting. Roll call was taken.

**2. Opening remarks: Ms. Penelope Carroll**

Ms. Carroll opened the discussion with the initiatives that the group is currently working on, to include the development of the mission statement and outlining the business process for the committee.

**3. Discuss issues of importance in regards to the General Assembly: Major Ron Montgomery**

Major Ron Montgomery reviewed the State of Virginia General Assembly laws that have been enacted as of 01Mar2021.

- No knock warrants are now prohibited by law.
- Statewide Code of Conduct enacted for law enforcement:
  - Officers are now MANDATED REPORTERS if they witness illegal or unnecessary police brutality. They must report this behavior to their chain of command.
- Mandatory racial bias and de-escalation training.
  - Will now become standardized for police academies. Psychological evaluations now required by law enforcement before they are hired.
- Marcus Alerts: for police calls that have individuals with mental health issues, the state can now deploy mental health crisis response teams.



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- Choke Hold Restrictions: there is now a law that has been enacted that limits the use of choke holds by law enforcement unless absolutely necessary. The York-Poquoson Sheriff's Office has banned choke holds for 15 years.
- False claim reporting: it is now a crime to call 911 and make a false claim that is racially biased.
- Restrictions on the police force to use military grade weaponry. The police force is not allowed to carry the following: Combat air craft/Tanks/Bayonets/50 cal/Only allowed to have MRAP vehicles
- MARCUS Alerts: mental health crisis response teams will now be available when the police force needs to respond to mental health calls.

More information can be found on the General Assembly laws at the following website:

Source: <https://lis.virginia.gov/cgi-bin/legp604.exe?211+men+BIL>

#### **4. Revisiting the mission statement: Dr. Linda Hutchinson**

Dr. Hutchinson reviewed the mission statement with the group and will follow-up in the next meeting with suggested edits. The group discussed both the original and revised vision statements. The goal is to finalize the mission statement so the group can vote to approve in the April meeting.

##### Revised:

The Citizen Advisory Committee (CAC) aims to provide a forum for constructive dialog between the York-Poquoson Sheriff's Office and the community to build trust, mutual respect, transparency and partnership, and to empower the community through education which contributes to increased understanding.

##### Original:

The Citizen Advisory Committee (CAC) aims to provide a forum for constructive dialog to enhance open lines of communication, collaboration and facilitation between the York-Poquoson Sheriff's Office and the community in order to build honesty, truth, trust, mutual respect and transparency. To this end the committee seeks to empower the community, to build partnerships, to foster education, to encourage activism/outreach/advocacy and to promote understanding among the CAC, communities and the Sheriff's Office.



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**5. Outlining the business processes of the committee and establishing the CAC's by-laws:**  
**Ms. Janine Espinal/Mr. Dave Gorwitz**

The Bylaws Subcommittee reviewed the following sections with the group to establish the business process for the committee.

*Objectives*

*Article 3-MEMBERSHIP & AUTHORITY*

- Section 1-Number of members
- Section 4-Appointment & Removal

*Section 6-Declaration of Vacancy*

- Section 8-Term limits
- Section 10-Voting
- Section 12-Sheriff's Office Representative
- Section 14-Resignation
- Section 17-CAC does not investigate policy/charges

*Article 4-Meetings*

- Section 1-Regular Meetings
- Section 5-Quorum

*Article 5- OFFICERS*

- Section 1-Positions

*Article 6-DUTIES OF OFFICERS*

- Review all of this section

*Article 8-SUBCOMMITTEES*

*ARTICLE 10-COMMUNITY RELATIONS*

*ARTICLE 12-DURATION*

**6. Closing remarks/miscellaneous topics: Ms. Penelope Carroll/Major Ron Montgomery**

Ms. Carroll concluded the meeting and reiterated the following due-outs: final revision of the mission statement, completing the bylaws and forming the Marketing Subcommittee.

The meeting was adjourned at 1100a.m.