



York-Poquoson Sheriff's Office
Citizen Advisory Committee
Meeting Minutes
July 10, 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; Debra Goff; David Gorwitz; Linda Hutchinson; Jennifer Joyner; Eileen O'Brien; Krysten Reid; Stephen Roane; D'Shawn Wright

ABSENT: LeRoyce Bratsveen; Lauren Dunbar; Beth Hoer

STAFF: Major Ron Montgomery, Chief Deputy

AGENDA TOPICS

1. Call to Order

Ms. Penelope Carroll called the meeting to order at 0900 a.m. via virtual Zoom meeting or in-person attendance at the Sheriff's Office. Roll call was taken.

2. Marketing Sub-Committee: Mr. D'Shawn Wright

Committee Members: Mr. D'Shawn Wright, Ms. LeRoyce Bratsveen, Ms. Jennifer Joyner

- *National Night Out:* is an annual community building campaign. The goal of the event is to, "enhance the relationship between neighbors and law enforcement while bringing back a true sense of community. It provides a great opportunity to bring police and neighbors together under positive circumstances." <https://natw.org/>

Mr. D'Shawn Wright stated that the event will be on August 3rd and the 4th in the evenings (time TBD) and was soliciting volunteers. He stated that the Marketing Sub-Committee would e-mail more information to the group on the details of the event. He stated that this would be a good event for the CAC to engage with the community.

Ms. Jenny Joyner provided updates on the Sub-Marketing Committee's initiatives:

- *Logo/hashtag update:* Ms. Jenny Joyner e-mailed the draft logo to the group and asked for feedback from members. The group concurred with the design and stated it just needed some refining before the logo can be made official.
- *Calendar of Events:* River Meade; Mr. Andre Gaines: Mr. Andre Gaines wanted the group to start thinking about organizing an event in the River Meade/Carbor Gardens area for community outreach. The group will continue to conduct event planning and add this to the calendar of events in the future.



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The below initiatives, are still in the process of being completed and the team will provide updates on a monthly basis:

- CAC brochure
- Facebook page
- Elevator speech for committee

3. How Tasers Work: Sergeant Ratcliffe

- Sgt Ratcliffe provided an educational update on how the Sheriff's Office employs tasers. He educated the group on the use of force continuum and the importance of the police force using non-lethal methods and de-escalation measures when apprehending suspects. Major Montgomery discussed the Virginia state laws in regards to the use of tasers. He also stated that the Sheriff's Office uses situational scenarios when training officers with the use of tasers and Sgt Ratcliffe stated that there are laws and guidelines on the use of tasers in the police force.

4. Bylaws Sub-Committee: Mr. Dave Gorwitz

Committee Members: Mr. Dave Gorwitz, Ms. Janine Espinal, Mr. Stephen Roane

Mr. Dave Gorwitz addressed determining the list of active members on the CAC. Presently, there are 19 members on the committee. Mr. Gorwitz wanted to ensure that the committee is abiding by the stipulations in the CAC Bylaws, which states:

Section 1. Number – The Committee shall consist of no less than twelve (12) members and no more than fifteen members (15). The members shall be appointed in such a manner so that the terms of not more than fifty percent (50%) of the membership expire in any year.

Mr. Gorwitz stated that in order to ensure no more than 50% come off of the committee in any particular year, the by-laws state that the initial membership will be split with 50% of the members having a two-year term and 50% of the members having a three-year term. He recommended that the group determine each person's term before we bring on any new members, as new members brought on the committee prior to the expiration of someone's term should be told they would fill the unexpired term of that person.

Mr. Gorwitz also mentioned that in order to ensure representation from throughout the County and Poquoson, the CAC may want to consider having an equal number of representatives from each of the County's districts plus Poquoson. Two members from each of the five county districts plus two from Poquoson equals twelve members plus three at-large members will get us



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to our max number of fifteen. Ms. Janine Espinal stated that she would send out an e-mail to the group to vote on the membership composition.

Topics that are for discussion in July and will be voted on in August:

- Bringing in new members into the committee
- Appointing a new Secretary to the committee

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

Ms. Carroll stated that the next meeting would be held on Saturday, 14Aug2021.

The meeting adjourned at 1100a.m.