



MINUTES

Civil Rights Commission

6:00 PM - Wednesday, October 5, 2022

City Hall, 1225 6th Avenue

Minutes are in draft format until approved at the next meeting

The Civil Rights Commission of the City of Marion, Linn County, Iowa met on Wednesday, October 5, 2022, at 6:00 PM, in the Council Chambers of City Hall, 1225 6th Avenue, with the following members present:

PRESENT: Kent Jackson, Okpara Rice, Angelica Vannatta, Jennifer Tibbetts, Bret Nilles, Dave Baumler, Steven Moshier, and Jo-Smith Brizard

ABSENT: Denise Bridges and Renae Forsyth-Christy

STAFF PRESENT: Ryan Waller, Kim Downs, Mike Kitsmiller and Alicia Abernathey

OTHERS PRESENT: Ana Clymer, Gary Sneller and Stefanie Munsterman-Scriven

CALL TO ORDER

The meeting was called to order at 6:02 p.m.

ROLL CALL

Commissioners, staff and guests introduced themselves.

PUBLIC FORUM

No one from the public wished to speak.

PRESENTATIONS/GUEST SPEAKERS

Ryan Waller, City Manager, introduced Kim Downs as the Deputy City Manager. Waller indicated Alicia Abernathey will remain the staff liaison for the Commission, but Downs will provide support for the Commission.

Mike Kitsmiller, Police Chief, indicated complaints can be made via phone, the City's website, email or in person at the Police Department. Kitsmiller outlined the process for filing a complaint, the levels of conduct the department is held to and how discipline is handled for the department.

Kitsmiller and Waller outlined the role of the Civil Service Commission for complaints against the Police Department or the Fire Department. Waller indicated a complaint against any employee or department could be elevated to a higher level within the City, including to the City Manager. Waller indicated there are circumstances in which the City would hire a third party to conduct an investigation into a complaint.

The Commission discussed which cases/complaints filed with the Police Department would be public information and the process for making a records request, including requesting body camera footage. The Commission discussed other avenues for making a complaint, including other agencies that could look into the complaint. The Commission discussed citizen/resident review boards, the new software the Police Department is implementing and the use of Mental Health Liaisons.

REGULAR AGENDA

Motion to approve the September 7, 2022 minutes

Baumler pointed out he was not present at the previous meeting and the minutes do not adequately reflect his absence. Rice pointed out under the Commissioner Comments section it indicates comments were made by Brizard, and should reflect multiple Commissioners made comments. Nilles agreed.

Moved by Nilles, seconded by Rice, to approve the September 7, 2022 minutes with amendments as discussed.

Approved unanimously

Cedar Rapids Executive Director/Liaison Report (Stefanie/Renae)

Stefanie Munsterman-Scriven, Cedar Rapids Civil Rights Commission (CRCRC) Executive Director, thanked the Commission for partnering with the CRCRC at recent events. Munsterman-Scriven and Tibbetts shared upcoming outreach opportunities.

Staff Liaison Report (Alicia)

Alicia Abernathey, Staff Liaison, provided the monthly staff liaison report including updates on Kim Downs' involvement with the Commission, the equity statement, the City's personnel policy review, police department updates, the update to Chapter 31 and the Commission's Rules of Practice, current and upcoming Commissioner vacancies and the intake process for the Commission.

Community Outreach Discussion (All)

- **Handouts at Events**
- **Upcoming Outreach Opportunities**
- **Outreach Subcommittee**

The Commission discussed various outreach initiatives including providing handouts at outreach events, various upcoming outreach opportunities and items for the outreach subcommittee to review and discuss.

The Commission decided to have the outreach subcommittee evaluate the content of a handout for upcoming outreach events, new promotional materials, mailings to residents, etc. Nilles, Tibbetts, Baumler and Jackson volunteered to serve on the outreach subcommittee.

PUBLIC FORUM

Reverend Gary Sneller shared information about the organization he is involved in that

has a focus on diversity, equity and inclusion initiatives. Sneller shared conversations he has had with City staff and indicated he was present to hear the guest speaker presentation.

Ana Clymer stated she is interested in ensuring community members are aware of the various channels available for them to share their concerns. Clymer also indicated there is a desire to keep the Marion Alliance for Racial Equity informed on initiatives that came out of the Community Equity Task Force.

COMMISSIONER COMMENTS

Rice stated the Library will open to the public in November and encouraged Commissioners to visit the new facility.

ADJOURN

Moved by Nilles, seconded by Baumler to adjourn the meeting at 7:40 p.m.
Approved unanimously

Respectfully submitted by:
Alicia Abernathey, Executive Assistant