

FINAL



Pennsylvania

Citizen Law Enforcement Advisory & Review Commission

The Pennsylvania Citizen Law Enforcement Advisory and Review (CLEAR) Commission
Quarterly Meeting Minutes
Wednesday, July 9, at 10:00 a.m.

(In person and at The Pennsylvania Commission on Crime and Delinquency and
Virtually via Microsoft Teams Platform)

At 9:00 a.m. Administrative Session

Christa Caceres, Commission Chairwoman, called to order the Administrative Session which included discussion of various administrative items and a review of the Commission's meeting Agenda. A pre-roll call was administered by Secretary Amy Zapp. Administrative and procedural matters were discussed.

At 9:35 a.m. The Administrative session was adjourned.

At 10:01 a.m. Public Meeting Started and Recording Began

Chairwoman Caceres opened the meeting stating the date, time and made the audience aware that the meeting was being recorded.

At 10:02 a.m. Introduction of, and Roll Call by, Secretary Commissioner Amy Zapp

Secretary Commissioner Amy Zapp, Esq read the names of all Commission voting members aloud and those present whether in person or virtually responded by announcing their presence. 8 voting members (**Commissioner Leon Ford was absent and John Rozel and Fran Chardo both with an excused absence**) were in attendance and a quorum of the Commission's voting members was met. It should be noted that Benjamin Lerner was having some technical difficulties at the start of the meeting but eventually joined. A copy of the Roll Call and Attendance Form is attached **[see Attachment 1]**. Chair Caceres ascertained a quorum and moved the meeting forward.

At 10:05 a.m. Introduction of Ex-Officio Members and Designees:

Representing the Office of Governor: Deputy Chief of Staff Michael Pipe

Representing the Office of General Counsel: General Counsel Jennifer Selber

General Counsel Designees: Executive Deputy General Counsel Kelly Sekula and Deputy General Counsel Anne Gingrich Cornick

Representing the Pennsylvania State Police: Colonel Christopher L. Paris

PA State Police Designees: Major Jonathon Rush and Major Peter Gutowski

Representing the PA Department of Conservation and Natural Resources: Secretary Cindy Adams Dunn and the agency designee, Deputy Secretary John Norbeck, in his absence Chief Ranger William Thornberger

Representing the Pennsylvania Commission on Crime and Delinquency: Executive Director Kirsten Kenyon

Representing the PA Department of Corrections: Secretary Laurel Harry and the agency designee, Deputy Secretary for Parole Field Services Deborah Carpenter

and **Representing the Capitol Police:** Chief Joseph Jacob

At 10:06 a.m. Adoption of March 24, 2025, meeting minutes

Chair Caceres asked for a motion to adopt and accept the meeting minutes from the March 24th meeting minutes. A unanimous vote to adopt the meeting minutes was taken and accepted as official record.

At 10:07 a.m. Ratification of Final Reports

Chair Caceres announced that the CLEAR Commission will ratify the final reports for the three designated committees', Critical Incident, Bias-Based Policing and Use of Force, completed case reviews, as outlined in Executive Order 2023-21 and the CLEAR Commission Bylaws. The Bylaws provide for the process by which the CLEAR Commission will follow under Sections 8.3 and 8.5:

Section 8.3 Presentation of Preliminary Report to the Commission

The Commission's Chair and/or the Review Committee's Chair will present the Preliminary Report including recommendations for corrective actions, if any, to the Commission for a vote during the next general, specific, or rescheduled Commission meeting. Before a report is final, the preliminary report and any recommendations within the preliminary report must be approved by a majority of the voting members of the Commission, and the Covered Agency must have had an opportunity (up to 60 days) to respond to the report.

Section 8.5 Issuance and Publication of Final Report

Once adopted and ratified by the Commission following consultation and review with the Office of State Inspector General Office of Chief Counsel, copies of all Final Reports (including written responses of Covered Agencies) will be posted publicly on the OSIG's website.

The Use of Force Committee's Report (UOF2-2024) was signed by Committee Chair/Vice Chair Sonenshein. The Bias-Based Policing Committee's Report (BBP2 - 2024) was electronically signed due to Committee Chair Mahoney's need to join the meeting virtually. Finally, Chair Caceres signed the Critical Incident Committee's Report (CI2-2024), therefore, ratifying and finalizing all three committee's reports.

10:23 a.m. Chair Caceres Announced the Date of the Next Quarterly Meeting

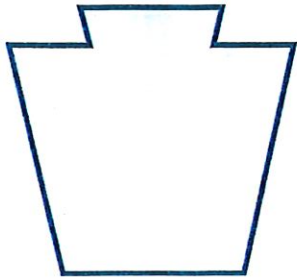
September 8, 2025, in Harrisburg, at PCCD with more details to be announced in the coming weeks.

10:24 a.m. Public Comment

Chair Caceres opened the floor for public comment – Participants were asked to use the “raise hand” feature and provide their name, city, and state. Comments were limited to two minutes each. No public comments were offered.

10:25 a.m. Motion to Adjourn

With no further business to consider, a motion to adjourn was made, seconded, and approved, Chair Caceres requested a motion to adjourn.



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Citizen Law Enforcement Advisory & Review Commission

Roll Call and Attendance Form *(Public Meeting)*

Type of Commission Meeting: ☒ Quarterly ☐ Special ☐ Rescheduled
Date and Time of Commission Meeting: 7-9-25 10:02 a.m. - 10:11 a.m.

Pursuant to Article 6, Sections 2 and 5 of the Pennsylvania Citizens Law Enforcement Advisory Commission's (CLEAR) Bylaws, I hereby attest to performing a Roll Call of Commission Membership at the above listed Commission meeting and recording attendance of Commission members as indicated below:

Name of Commission Member	Attendance		
	Present	Excused Absence	Absent
Christa Caceres	✓		
David A. Sonenshein	✓		
Jeffrey Wilson	✓		
Leon Ford			✓
Dr. John Rozel		✓	
Benjamin Lerner	✓		
Francis "Fran" Chardo		✓	
Amy Zapp	✓		
Charles T. Bailey	✓		
Kevin Mahoney	✓		

Signature of Amy Zapp, Esq.
Secretary of The CLEAR Commission