

Pennsylvania

Citizen Law Enforcement Advisory & Review Commission

The Pennsylvania Citizen Law Enforcement Advisory and Review (CLEAR) Commission

Quarterly Meeting Minutes

Monday, June 16, 2024, at 9:00 a.m.

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

At 9:00 a.m. Administrative Session

Christa Caceres, Commission Chairwoman, began an Administrative Session which included discussion of various administrative items and a review of the Commission's meeting Agenda.

At 9:30 a.m. Public Meeting Started and Recording Began

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

At 9:32 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. 9 voting members (**Commissioner Leon Ford was absent due to an illness**) were in attendance and a quorum of the Commission's voting members was met. A copy of the Roll Call and Attendance Form is attached [see Attachment 1].

At 9:35 a.m. Overview of Case Review Process and Timeline

Chair Caceres stated a summary of the case review process which included, the case selection process, in which the Covered Agencies provide the review committees completed and internal investigative findings from complaints or investigations of police involved shootings resulting in injury or death of civilians (critical incident committee); random sampling of investigations of lower-level use of force incidents resulting in injury or death, including arrest and control techniques, baton strikes, and conducted energy weapon deployments (use of force committee); lastly investigations related to allegations of racial or ethnic discrimination and other bias-based policing (bias-based committee). Next steps would be the actual case review process which was stated that the committees will begin to draft a case review outline and objectives. The covered agencies will then provide and present an oral presentation to each review committee and allow clarification of any questions the committees may have from the case summary. Once the oral presentations are complete, the committees may submit any additional questions and

supporting documents to complete the review. From that the committees shall draft a preliminary report which will determine if the completed and internal investigation was, prompt, fair, impartial, complete and performed in a manner consistent with applicable policies and regulations, whether the findings and discipline were reasonable under applicable law enforcement protocols; and whether there is a perceived policy or training deficiency, and if so, provide recommendations for consideration by the Covered Agency. The Preliminary Report shall include proposed findings and conclusions, additional factors for consideration (if applicable) and proposed recommendations for corrective action (if applicable). Finally, the review committee's chair will present the Preliminary Report (including any amendments) to the Commission for a vote during the next Quarterly General Meeting.

At 9:40 a.m. Public Comment

Chair Caceres opened the meeting to any Commission members and/or any guests in attendance or online. No public comments or guests spoke during this time.

At 9:41 a.m. Chair Caceres asked for a Motion for the Meeting to be Adjourned

Commissioner Fran Chardo moved, and a second motion was received from Commissioner Chuck Bailey.

Roll Call and Attendance Form

Type of Commission Meeting: ☒ Regular ☐ Specific ☐ Rescheduled

Date and Time of Commission Meeting: 6-17-24

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:

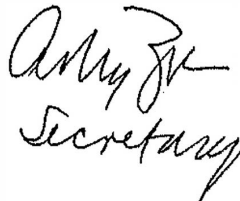
Name of Commission Member	Attendance		
	Present	Excused Absence	Absent
Christa Caceres	X		
David A. Sonenshein	X		
Jeffrey Wilson	X		
Leon Ford			X
Dr. John Rozel	X		
Benjamin Lerner	X		
Francis Chardo	X		
Amy Zapp	X		
Charles T. Bailey	X		
Kevin Mahoney	X		

minutes

X N Other
x by
voice
vote



Signature of Christa Caceres,
Commission Chairperson


Secretary