

Civilian Review Board – City of Saratoga Springs\
Meeting of September 20, 2023

Present: Kristen Dart, chair
Diana Goodwin
Caitlin Jorgensen

Also present: Anthony J. Izzo, City Attorney

Absent: Stephen Boxley
Jack Maierello

Kristen Dart opened the meeting at 7:33 PM

Discussion about attending conference at National Association for Civilian Oversight of Law Enforcement (NACOLE). Website is NACOLE.org. Discussion as to which members will attend conference. Diana Goodwin stated she has attended mediation training in the past and suggested other Board members who have not attended such training might gain more from attending the NACOLE conference. No final decision yet as to who will attend.

Discussion of draft of a letter/memo that will be sent to persons who file a complaint with the Saratoga Springs Police Department. Copies of the proposed form were made available. Another form has been developed as the Civilian Review Board's own Engagement Form. These forms should be designed for use by persons to select whether they wish to engage the CRB in resolving a complaint. The CRB members would review the information and determine whether they will make any recommendations to the Commissioner of Public Safety.

Diana Goodwin asked if a complaint to the CRB can be submitted entirely in writing with no communication by the complainant to the CRB in person. Kristen Dart stated that was possible. Diana Goodwin then asked about the statement in the form that confidentiality will be maintained "when appropriate", and suggested that this standard is too vague for use. The circumstances in which confidentiality is maintained should be described specifically. There should be no surprises for the complainant. Anthony Izzo stated he will research law and procedures regarding confidentiality in such matters.

Caitlin Jorgensen asked if there is a way to guide applicants to additional information and resources. The Board recognized the need for its own webpage on the City website and believes that will be established.

Discussion of procedure for Requests for Proposals to providers of mediation training..

Meeting adjourned 7:51 PM. Next meeting now scheduled for the third Wednesday in October.

