

**Police Department Master Plan Process Subcommittee
Meeting Summary**

5:00-6:00 Sept. 20, 2021 via Zoom

In attendance:

- Process subcommittee Members: Junie Joseph, Marina La Grave
- Staff: Shannon Aulabaugh, Wendy Schwartz, Pam Davis, Maris Herold, Sarah Huntley, Chris Ranglos, Aimee Kane, Carey Weinheimer, Amy McMahon

Engagement Window I Summary Report

- Window 1 has closed and notes have been compiled and summarized. No comments or questions were raised. The feedback will be released around 10/1.
- Draft Values Statements and Focus Areas are included with no changes.

Engagement Window II Plans and Engagement Tool

- Window 2 is opening soon. Design was reviewed by the LatinX Leadership Team meeting last week. They asked if they were able to have the Window II questions set up as poll questions in the Zoom meeting.
 - There are a couple of technology concerns and Marina and Sarah are going to meet to discuss some options.
- This information was also sent to the African American/Black Leadership Team for feedback and none was received before this meeting. The NAACP is the organizer of the African American/Black Leadership Team. Most of the feedback that has been provided has been about the questions. Getting feedback from this group is crucial to this work and we are making every effort to highlight those voices. We will reach out to the NAACP again as well as making sure that we are using our contacts to reach out to ensure we are hearing from as many voices as possible.
 - Future option to have the LatinX and African American/Black Leadership Teams meet.
- Window II Draft Questionnaire
 - There was a suggestion to change the Likert Scale
 - Change “resonates” to “agree”
 - For the LatinX group resonates is a stronger word that is easier to understand.
 - We will keep “resonates” for all groups
 - Change “neutral” to “I don’t know/not applicable”
 - We will change to “I don’t know/not applicable”
- We expect most feedback for Engagement Window II will be primarily online as it was in Engagement Window I.

Next steps, planning for next meeting

- Feedback from Engagement Window I will be released around 10/01/2021.
- We go to Council on November 30, and it will be with a new council. It will be focused on the value statements, focus areas and subtopics.
- Window III prep work has begun. Draft strategies and priorities are being put together based on feedback from Windows I & II.
 - It was suggested to have a statistically valid survey for the community in this window. The bid process is being started soon since we will need to hire a consultant. It will not be an official RFP due to the amount.
 - It was planned to use the survey to help get information on the draft strategies and priorities and not be completely open ended.
 - Slight concern about bringing just “formed” ideas – options to also suggest strategies.
- The pre-set time of the 2nd Thursday at 2pm is now a conflict for a few members and we will work on updating the date/time.