

# Meeting Minutes

September 29, 2020

5:30PM-7:00PM

Zoom

<b>Facilitator:</b>	Carolyn Peabody
<b>Note Taker:</b>	Julia Fetter

<b>Attendees:</b>	Carolyn Peabody, Jim Dinizio, Stephen Kiely, Brian Hughes, Anne Smith, Alison Beyers, Jack Slattery, Laura Held, Jack Martilotta, Paul Pallas, Margaret Cowden, Valerie Shelby, Bob Knuts, Natalie Wimberly, Sonia Spar, Liz Gillooly, Brian Mealy
<b>Please read:</b>	Executive Order 203, Justice Reform Guidance, Proposed workgroup documents

## Minutes

<b>Agenda item:</b>	Open Meetings Law	<b>Presenter:</b>	Stephen Kiely
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### Discussion & Decisions:

Although Scott Russell says the group is not a town entity, the town attorney should confirm we are not violating the open meetings law. Questions included:

- Do we have to make the meetings open to the public?
- Does recording the meetings and posting them online suffice?
- The guidance (pg. 111) states that the meetings and information should be transparent and the public should be involved.
- Jim Dinizio will address the question with the Town Attorney.

### Action items:

### Person responsible:

### Deadline:

- ✓ Address this with the town attorney & board members      Jim Dinizio      By next meeting

<b>Agenda item:</b>	Workgroups & Responsibilities	<b>Presenter:</b>	Carolyn Peabody
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### Discussion & Decisions:

- Proposed workgroups and responsibilities were reviewed
- There will be 2 co-chairs of each workgroup, one of which will be at least one of the steering committee members
- There has been substantial work towards *Accreditation* of Southold Police by the Police Advisory Committee. Some of the questions posed in the Guidance and on the workgroup list may be answered by some of the work already done.

**Action items:**

**Person responsible:**

**Deadline:**

- ✓ Fill out google form once working groups are reviewed      All members      immediately after final decisions on workgroup structure at 10/6 meeting
- ✓ Present accreditation information to members for reviewing      Jack Slattery & Jim Dinizio      At 10/6 meeting

<b>Agenda item:</b>	Appointing Co Chairs	<b>Presenter:</b>	Carolyn Peabody
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**Discussion & Decisions:**

- Carolyn Peabody nominated & elected as co-chair
- Alison Beyers, Liz Gillooly, Natalie Wimberly, and Stephen Kiley nominated as co-chairs. Unanimous decision that this group of five will serve as the Steering Committee. (with at least one member on each working group)

**Action items:**

**Person responsible:**

**Deadline:**

- ✓ Fill out doodle poll for a meeting of the steering committee      Steering Committee      When poll is released

<b>Agenda item:</b>	Scheduling	<b>Presenter:</b>	Carolyn Peabody
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**Discussion & Decisions:**

- Next meeting agreed upon for **Tuesday, October 6<sup>th</sup> @ 6:00PM**
- Further meeting dates will be discussed based on workgroup schedules

**Items Reviewed:**

- Task force proposal to the town board
- Materials from the guidance on the purpose of the task force
- The Governor’s proposed timeline VS Carolyn Peabody’s proposed timeline
- Graduate students agreed to join meetings

**Upcoming Topics:**

- Press Conference
- Trainings
- Scheduling
- Workgroup discussion/assignments

<u><b>Meeting Summary</b></u>
<ul style="list-style-type: none"> <li>• Carolyn introduced herself and explained her role as requested by Scott Russel</li> <li>• Each member of the group introduced themselves explaining who they are, what they do, why they are here, and what they want to get out of this process.</li> </ul>

- The task force proposal was reviewed: It was approved by the town board to elaborate on the purpose of the task force in relation to the guidance
- The proposal for workgroups and their responsibilities based on the mandates from the guidance was shared with the group. It was broken down into 3 working groups. The members will have a chance to send in their feedback to create a general consensus on what the workgroups should be. After it is agreed upon, all members will fill out a google form to rank the order of their preferred workgroups
- Structure of the overall group was discussed. There will be two co-chairs for the group as well as two co-chairs for each workgroup. These members will make up the steering committee of the task force
- Carolyn has two graduate students that will be assisting in this process, the group decided they will allow them to come to the future meetings.
- Scheduling was discussed and a set schedule was not yet put into place