

Johns Hopkins University Police Accountability Board
Open Meetings Act Training
Thursday, March 10, 2022
Meeting Minutes DRAFT March 18, 2022 (v1)

Accountability Board members:

Lorraine Dean	Present
Cynthia Gross	Absent
Edward Kangethe	Present
Sonja Merchant Jones	Present
Doris Minor Terrell	Present
Pritika Parmar	Present
Noah Patton	Present
Amancio Romero-Sackey	Absent
P. Logan Weygandt	Present

Johns Hopkins staff present:

1. Branville G. Bard, Jr
2. Liam Haviv
3. Jarron Jackson
4. Rianna Matthews-Brown
5. Connor Scott
6. Evie Uhlfelder
7. Gus Sentementes

Guests present:

1. Frank Johnson, Open Meetings Act presenter
2. April Ishak, Open Meetings Act presenter

Opening

A special meeting, dedicated Open Meetings Act compliance, of the Johns Hopkins University Police Accountability Board was called to order at 5:35 p.m. on Thursday, March 10th, 2022 via Zoom. The meeting was broadcast live via toll free call-in and on the [Accountability Board meetings livestream webpage](#).

1. Welcome & Introductions

Branville Bard, Johns Hopkins' vice president for public safety, welcomed everyone to the meeting, provided an overview of the meeting agenda, and introduced special guests, [Frank Johnson and April Ishak](#).

2. Open Meetings Act Training. Frank Johnson & April Ishak OMA Training (60 minutes)

Frank Johnson and April Ishak thanked Dr. Bard and the Board for inviting them to the meeting and outlined the format of the training.

Mr. Johnson and Ms. Ishak presented the [material posted to the Accountability Board meetings webpage](#) to the Board members and staff present during the meeting.

Several times during the meeting Ms. Ishak and Mr. Johnson reminded the Board and staff many resources covered during the training are available on the [MD Attorney General's Open Meetings website](#).

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Question & Answer

Dr. Bard invited members of the Board to ask questions.

The following topics were covered during this portion of the meeting:

- Subcommittees
 - Question about subcommittees: If the larger group breaks into smaller subcommittees are those subcommittees subject to OMA? (L. Weygandt)
 - Mr. Johnson noted if the subcommittee is formally established as part of the originating governing structure of the Board, then those subcommittees themselves are subject to OMA. There is a provision in the act stating that compliant organizations should avoid acting in ways that intentionally adopt steps that evade OMA requirements. Frank continued to note that if the subcommittee is an *informal subcommittee* and not a quorum, generally that subcommittee would not be subject to OMA.
 - Ms. Ishak agreed, stating the less formal the subcommittee, the less likely it's going to be deemed subject to OMA.
- Quorum
 - Question about what constitutes a quorum (L. Weygandt)
 - Mr. Johnson noted that generally, a quorum is a majority (i.e. if a board has seven (7) members, a quorum would be considered four (4)). The basis being a majority of the board is needed to do business. He added that the Board's own specific rules can specify what a quorum is, so while there might be a majority, there might be some boards that require a super majority or even unanimous participation to conduct business.
- Email deliberations
 - Question about email deliberations (L. Dean)
 - Mr. Johnson stated emails that are general in nature are not subject to OMA. However, if what was being discussed via email should have been discussed in an open meeting, and there is a back and forth exchange between the board members, then the board would be deemed to be in violation of OMA due to a lack of access for the public.
 - Ms. Ishak advised Board members to be actively aware of this requirement and suggested that if a Board member notices that an exchange appears to transition into a deliberation via email or text, someone in the group should recommend that the discussion end, and a meeting ought to be called so the discussion can happen publicly.
- Meeting notice accessibility
 - Question about accessibility when posting notice of a meeting on a website due to digital divide (L. Dean)
 - Mr. Johnson stated the Board needs to consider their audience. Many public bodies, he said, make use of their websites, especially because there are not many print media resources today, and for this reason, posting notice and materials there is considered acceptable and advisable. He did note, however, that those who still physically post notice of a meeting, often post on an external door, and based on the audience, he advised flexibility in ensuring public posting.

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3. **Closing**

VP Bard thanked everyone for their time and engagement. He noted the Board's next quarterly meeting has been rescheduled from March 14th to March 24th at 6:00 p.m. The March 24th meeting will cover board governance, and the former President of the National Association of Civilian Oversight of Law Enforcement will be a guest at the meeting. Dr. Bard noted the web hosting and call-in information will remain the same, and the agenda and materials will be posted on the [Accountability Board website](#). For anyone needing other accommodations, contact AccountabilityBoard@jhu.edu. The meeting adjourned at 7:01 p.m.

Action Items/Next Steps

1. Logistics of virtual meetings during COVID (registration/chat function) – this topic is on the agenda for the March 24 meeting.
2. Accountability Board resources – this topic is on the agenda for the March 24 meeting.

Items Being Tracked for Future Meetings/Discussions

Currently there are no items being tracked for future discussions.

Agenda Topics Proposed by Board Members for Future Meetings

- Maryland Legislative Landscape, incl. Law Enforcement Officer's Bill of Rights and relevant changes
- JHPD/Baltimore City MOU (timeline and process)
- JH ongoing public safety interventions and efforts

Accountability Board Meeting Schedule (2022 calendar year)

- Quarterly Meeting: March 24, 2022 6:00 – 7:30pm*
- Quarterly Meeting: June 13, 2022 6:00 – 7:30pm
- Quarterly Meeting: September 12, 2022 6:00 – 7:30pm
- Quarterly Meeting: December 12, 2022 6:00 – 7:30pm

*rescheduled from Mach 14, 2022 upon request due to scheduling conflicts

Accountability Board Meeting Minutes Approval

Current as of March 25, 2022

Meeting: March 24, 2021

Meeting Attendee	Affiliation	Yay	Nay	Abstain	No Response
Sonja Merchant Jones	Community Member	X			
Edward Kangethe	Community Member	X			
Noah Patton	Community Member	X			
Cynthia Gross	Mayoral Appointee			X	
Doris Minor-Terrell	Council Pres. Appointee	X			
Lorraine T. Dean	Faculty	X			
Paul Logan Weygandt	Faculty	X			
Pritika Parmar	Student	X			
Kwame Amancio Romero-Sackey	Student	X			

* - board voted to approve during March 24, 2022 Quarterly Board Meeting