

## Johns Hopkins University Police Accountability Board Meeting

Wednesday, January 18, 2023

### Accountability Board Members:

Noah Patton	Present
Cynthia Gross	Present
Edward Kangethe	Present
Sonja Merchant-Jones	Present
Doris Minor-Terrell	Present
Lorraine Dean	Present
P. Logan Weygandt	Present
Michael Wilkinson	Present
Katie O’Conor	Present
Elise Favia	Present
Terri Massie-Burrell	Present
Thomas Judge	Present

### Johns Hopkins Staff present:

1. Branville Bard
2. LaTicia Douglas
3. James Gillis
4. Liam Haviv
5. Jarron Jackson
6. Jennifer Mielke
7. Gus Sentementes (Livestream Technician)

### Opening

The meeting was called to order at 6:00 p.m. by Edward Kangethe, JHPD accountability Board member, on Wednesday, January 18, 2023, via Zoom. The meeting was broadcast live via toll-free call-in and on the [Accountability Board meetings live-stream webpage](#).

### Theme

The meeting’s theme was Board structure and governance.

### Approval of Prior Meeting Minutes

Minutes from the November 16<sup>th</sup> and December 12<sup>th</sup> meetings were proposed for approval.

**Kangethe moved to approve the minutes from November, which was seconded by Michael Wilkinson. The motion was approved unanimously by the Board(12 votes). Kangethe moved to approve the minutes from December, which was also seconded by Wilkinson. The motion was approved unanimously by the Board (12 votes).**

### By-Laws: Appointments

The Board reviewed the draft [By-Laws](#). Kangethe asked the Board if there were any proposals for amendments or revisions. Wilkinson suggested a revision regarding term limits. Currently, the term limits for students are one year, while term limits for non-student Board members are two years. Students who are on track to graduate are permitted

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to serve. This concern was echoed by Katie O’Conor. Dr. Bard responded that he has no objection to changing the term limits.

Elise Favia raised the point that she and Wilkinson were surprised by the need to reapply for Board membership and would have liked to continue as members. There did not appear to be a priority given to current Board members. Students should be able to serve a two-year term, which is in alignment with other members’ terms.

Sonja Merchant-Jones recalled that the student term limits were set to one year so that other students would have a chance to participate. Lori Dean suggested making it an option to continue on the Board without having to reapply for a position. Kangethe suggested tabling that suggestion for another meeting and focusing solely on the student question. Wilkinson also suggested, for a future meeting, adding clarity to the application and appointment process of Board members in the By-Laws.

Dr. Bard stated that the appointment process is a University process and should be transparent; however, the place for outlining that process may not be in the By-Laws.

**Wilkinson moved to change the language regarding the term limits to state that all members of the accountability Board serve for two years regardless of whether the members are students. The motion was seconded by Kangethe and passed unanimously by the Board (12 votes).**

Favia noted that there should be clarifying language allowing students who are graduating to leave their term early.

### **By-Laws: Board & Committee Structure**

P. Logan Weygandt discussed the importance of Board structure, with the suggestion of having a “flat hierarchy” with a named/voted Board member to be the Board spokesperson. Favia echoed that it is important to have chairs of the committees that are formed to conduct Board business so that the workload is more evenly distributed and members know to whom to go for questions.

O’Conor recognized the concern of “silent power” but asserted that giving people titles does not give more power; the board’s progress has been more significant when there is a member with an assigned role in charge. Noah Patton also expressed concerns about power being concentrated with a small number of Board members who had titled positions.

Terri Massie-Burrell suggested having a lead and co-lead who represent different populations (i.e., a faculty member and a student).

Kangethe recognized past conversations about Board structure were not to concentrate power but to distribute the workload. This point was echoed by Dean, who added that a flat structure was also to avoid having one person be the spokesperson for the entire board. Wilkinson noted the importance of identifying the needed positions, which was echoed by Weygandt, who also iterated that it is important for named positions to be held by volunteers, as opposed to Board members being elected to the positions. However, the fact that positions are volunteer roles does not mean they can go unfilled. Kangethe expressed interest in having the following positions: chairperson or co-chairs and spokesperson. He also suggested continuing the standing committees for communication and agenda setting, with the addition of a governance committee.

Wilkinson reminded the Board of the suggestion to hire an administrative support person who could also help with these tasks. A treasurer/finance position was also suggested, in case there are any budgeting needs. Dean made an additional suggestion for a legal committee or an external associate who could assist with legal matters. Committees may undergo further review after the February 15<sup>th</sup> meeting. Cynthia Gross reminded the Board that any committee meetings are subject to the Open Meeting Act.

**Weygandt moved to change the wording in the By-Laws from “elected” to “volunteer,” which was seconded by Patton. The motion was approved unanimously by the Board (12 votes).**

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Committees are:

- Agenda Setting
- Communications/Media
- Governance
- Legal/Finance
  - Possibly external to the Board
- Outreach/community relations
  - Building and supporting relationships external to the board
- Open Meetings Act (OMA) compliance
  - Possibly one person as opposed to a committee

Kangethe continued the discussion around committee structure and asked for a motion. Dean moved to create a Board structure with Board co-chairs and a committee structure with committee co-chairs. This was seconded by Judge, but not voted on by the board. Wilkinson raised the concern of not having enough members to fulfill those roles. Merchant-Jones iterated the importance of representing all voices on the Board and reflecting that diversity in leadership roles (volunteer or elected). Massie-Burrell suggested one co-chair should be a community member and the other co-chair should be a Johns Hopkins affiliate (staff, faculty, student); Wilkinson suggested this be the case, particularly for the community/outreach committee.

**Wilkinson moved to create the above-named committees in April 2023; this was seconded by Favia and passed unanimously by the Board (12 votes).** Dean moved to create a committee structure with a spokesperson and representative from Johns Hopkins and the community, but members realized there were not enough members to fulfill those restrictions.

**Dean moved to amend her original motion to that each committee should have a spokesperson. Wilkinson seconded, and the motion was passed unanimously by the Board (12 votes).**

### **By-Laws: Meeting Structure**

Weygandt noted the importance of revising the By-Laws, including a minimum number of meetings, for future generations of the Board so as to encourage appropriate oversight. Wilkinson agreed and suggested revising the By-Laws to indicate a minimum of monthly meetings, with the option to call Special Meetings as needed. Dean reminded the Board that committees will also hold meetings.

**Wilkinson moved to change the By-Laws to state that the Board will meet, at minimum, monthly. This was seconded by Dean and was passed unanimously by the Board (12 votes).**

### **By-Laws: Quorum & Voting**

Merchant-Jones commented that, based on her experience with other boards, a standard quorum was two-thirds of members present. Wilkinson pointed out that the Board could have two-thirds of its members present, but that two-thirds could be entirely Johns Hopkins affiliates and no community members. This concern was shared by Favia. Massie-Burrell suggested researching further to determine best practices. Dr. Bard clarified that the point of the quorum is to ensure a substantial number of members are present and that two-thirds is a standard threshold.

**Patton moved to establish a quorum of two-thirds of the Board members to include three out of the five community members; this was seconded by Massie-Burrell and passed unanimously by the Board (12 votes).**

Dr. Bard pointed out that a quorum could mean that community members could stop Board business from being moved. Dean suggested beginning meetings with a roll call, moving forward, to ensure a quorum is present.

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### **By-Laws: Recusal**

Favia, reflecting upon Dr. Bard's point about Board business being delayed, noted that there should be a process of sanctioning Board members who are repeatedly absent and/or continually obstructing Board business; this would fall under Board discipline. Wilkinson noted that recusal should be available for Board members who are directly involved with cases and/or the business the Board is discussing. Favia suggested that Board members should also be able to recommend members for recusal in case of a conflict of interest.

**Wilkinson moved to postpone further By-Laws discussion for future meetings; the motion was seconded by Kangethe and passed unanimously by the Board (12 votes).**

### **Communications Update**

Dean reviewed communications sent to [accountabilityboard@jhu.edu](mailto:accountabilityboard@jhu.edu) since December 2022. Questions related to the Town Halls will be revisited by the Agenda Setting committee. The Board will hold off on establishing a communication plan until administrative support is in place.

### **Board Administrative Staffing Update**

Wilkinson asked for the status of the board's request for administrative support. In response to the Board's proposal to hire administrative support via a third party, Dr. Bard offered for JHU to hire a part-time (twenty hours per week) administrative staff person in lieu of outsourcing those services. This person would have full access to the accountability board's email communications. The Board would have a role in the hiring process, including interviews and selection. The twenty-hour limit is not firm and is open to the board's suggestions.

Dean expressed concern that if the administrative staff is a Johns Hopkins employee, there may be a perceived lack of independence and transparency from the board. Dr. Bard stated that having an administrative support person would not affect the board's independence. The Board can begin working on the hiring process as soon as possible.

Originally, the Board proposed hiring an administrative support person as an independent contractor, but that person would not have access to the board's JHU email account. Weygandt and Favia reiterated the importance of transparency in communications between the support person and the board. No emails or data should be withheld.

**Wilkinson moved to hire a part-time JHU administrative support person for the Board as offered by Dr. Bard; Favia seconded, and the vote passed by a majority of the Board (11 votes). One Board member voted no.**

### **Updates from Dr. Bard**

Dr. Bard stated that, despite the signing of the MOU in early December, there is still much to be done, and he conservatively estimates that officers will begin patrolling in ten to twelve months. The Board will be involved in the ongoing process of creating the police department.

In December 2022, Johns Hopkins joined the [National Police Athletic/Activities League](#) (PAL); this process will start with site selection and programming development. A PAL center is a requirement per the terms of the legislation. Additionally, Johns Hopkins joined the Commission on Accreditation for Law Enforcement Agencies, which is critical for compliance and policy development.

One of the Board's most important upcoming tasks will be working on policy development. Review of policies will begin in the next few weeks.

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### Upcoming Meeting Updates

Dean discussed the February 15, 2023 meeting which will feature guest speaker, Delegate Caylin Young, who was very involved in the [Community Safety and Strengthening Act of 2019](#). Delegate Young will talk about the Board's legal responsibilities in relation to that legislation.

### Open Discussion

Weygandt expressed interest in seeing documentation from other universities/colleges for best practices on campus policing (benchmarking).

### Next Steps

- Benchmarking other college and university police departments for best practices
- Hiring of a part-time administrative staff person for the Board

### Closing

**Kangethe moved to adjourn the meeting at 7:45 p.m. The motion was unanimously approved (12 votes).** Kangethe thanked everyone for their time.