



MINUTES OF A QUARTERLY MEETING

**UNAPPROVED**

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**CIVILIAN POLICE REVIEW BOARD**

**DATE:** Wednesday, September 27, 2023

**TIME:** 5:30 p.m.

**PLACE:** Urbana City Council Chambers  
Urbana City Building  
400 South Vine Street  
Urbana, Illinois 61801

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**MEMBERS PRESENT:** Ricardo Diaz, Chair; Tony Allegretti; Peggy Patten; Ashley Withers

**MEMBER ABSENT:** Katrina Kindle

**ALSO PRESENT:** Carla Boyd, Human Rights and Equity Officer; Tom Unzicker, Human Rights Specialist

**A. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

Ricardo Diaz called the meeting to order at 5:35 p.m. Roll was taken. A quorum was present.

**B. APPROVAL OF AGENDA**

Mr. Diaz asked for any changes to the agenda. There were none.

**C. APPROVAL OF MINUTES**

**A. May 24, 2023**

Mr. Diaz called for a motion to approve the minutes from the May 2023 meeting. Tony Allegretti moved and Ashley Withers seconded the motion. The minutes were approved unanimously on a roll call vote.

**D. PUBLIC INPUT**

There was none.

**E. OFFICER'S REPORT**

Carla Boyd reintroduced Tom Unzicker, newly selected as the Human Rights Specialist, in the Office of Human Right and Equity. His previous role had been as a contractor on a part-time basis. He has become a full-time employee with the city, with some additional responsibilities involving community outreach.

Additionally, Ms. Boyd's report highlighted:

- Three evenings of hearings reduced the appeals backlog
- Reduction of the backlog of taser reviews nears completion
- Educational materials for community outreach in development
- Board members needed for outreach events
- Jettie Rhodes Day and Welcome Week events went very well

Board Members' follow up:

- Confirmed five complaints remanded back to the Urbana Police for further investigation
- Complaints receive ongoing updates in the portal

## **F. UNFINISHED BUSINESS**

### **1. TASER Review**

Three videos will be reviewed at the November meeting.

Ms. Patten and Ms. Withers intend to schedule their training on the use of Tasers with the Urbana Police.

## **G. NEW BUSINESS**

### **1. Handling of Appeals**

Peggy Patten introduced language to update the ordinance regarding complaints and appeals when the same individual submits multiples within a short amount of time. The ordinance update establishes new time limits, but allows for extensions while requiring periodic updates to the parties involved. Ms. Withers provided the first reading of the proposed language.

Ms. Patten moved to move the proposal forward and Ms. Withers seconded the motion. The motion was approved unanimously on a roll call vote.

Discussion occurred about procedure manual updates. Board members advocated for continually maintaining transparency through all processes and procedures, while seeking to increase efficiency and response times.

Additional discussion points about Ordinance changes included:

- What constitutes a first-hand account? This discussion had been tabled, but will resume.
- Does it include video? Much has changed since the 2009 ordinance.
- Who responds to administrative appeals – CPRB or administrative staff?

Reference was made to a video of a meeting of the CPRB, from September 2020, which included the City Attorney commenting on the language of the ordinance governing this board.

Mr. Diaz looks forward to meeting with the Police Chief.

### **2. Conferences/Training**

The National Association for Civilian Oversight of Law Enforcement (NACOLE) Annual Conference is in Chicago, November 12-16.

### **3. Suspended Case Procedures**

When a complainant files, but then also chooses to go to court, the Urbana Police Department suspends the process for up to two years. The issue has been raised about how any follow up might occur after the court case, or after the two years, ends. Ms. Boyd will do some research about the number of such cases.

## **H. PUBLIC INPUT**

There was none.

## **I. BOARD INPUT AND COMMUNICATIONS**

### **1. Board member comments and announcements**

Ms. Withers reported she had done a ride-along with a police officer trained in mental health crisis response. She stated few officers from the department have the training, but when she recently met the new Police Chief, he told her he has an expectation that all officers will be receiving such training.

Additionally, while the officer she rode with was unfamiliar with 211 services in the area, the new chief has become informed about it. He intends to set up a system to track when information cards about

211 are handed out by officers. Ms. Withers hopes these steps will help reduce mental health calls handled by police.

Mr. Diaz reported he had recently learned about the 988-phone service, a hotline for those with any questions and concerns on the topic of suicide. He also shared about learning of the availability for police officers to receive training in de-escalation.

Champaign County Pride events, including the parade, are this Saturday in downtown Urbana.

### **2. Applicants needed for Board vacancies**

Two positions are open currently. Applications may be submitted with the mayor's office.

### **3. Next scheduled meeting:** Wednesday, November 29, 2023 at 5:30 p.m. The planned meeting schedule for the next year will be confirmed at that meeting.

## **J. ADJOURNMENT**

Ms. Withers moved and Ms. Patten seconded to adjourn the meeting. The motion carried on a voice vote and the meeting adjourned at 7:25 p.m.

Respectfully submitted,

Thomas D. Unzicker  
Recording Secretary