



City of Dayton Police Reform Initiative Working Group Three Charter

WG Name:	Police Reform Working Group Three
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Section I: Working Group Identification

Chartering Organization:	City of Dayton, Ohio
Charter Approval Date:	August 4, 2020
WG Co-Chairs:	Co-Chairs: Stacey Benson-Taylor, Commissioner Darryl Fairchild
Assigned Staff	Mediation Center: Cheryl Alderman, Department of Human Resources: Dawn Manuel, City Commission Office: Laura Zeck, Human Relations Council: Geri Lester, University of Dayton Law School: Daniel Stoecklein
WG Members	Tristina Allen Sgt. Roberta Bailey Nicole Breezley Anthony Brookshire Ann Charles Watts Daniel Collier Bishop Richard Cox Lt. Matt Dickey Rev. Perry Henderson Julio Mateo Mike Motley Julie Peppo Dr. Alfred Pinkard Michele Roberts William Smith Mary E. Tyler Rev. Chad White Mattie White Major Joseph Wiesman Ralph Wilcoxson Darius Williams

	Cordell Williams
WG Workspace Link:	www.daytonohio.gov/policereform
Important Document Links:	<ul style="list-style-type: none"> • Consensus Manual
Section II: Mission, Purpose, and Deliverables	
Mission & Scope:	
<p>Our mission is to create impactful and community informed policy recommendations on i.) De-escalation training, ii.) Implicit bias training, and iii.) Cultural competency training for the Dayton Police Department. Recommendations should include polices on implementation and oversight. We will do this through evaluating current Dayton Police Department policies and procedures, researching evidence-based practices, identifying policy recommendations as a working group, and engaging the community in discussions of policy recommendations. We will then recommend policies based on the consensus of the group and community engagement.</p> <p>The scope of this Working Group (WG) is limited to consideration of issues and solutions relevant to the operations of the Dayton Police Department, and directly related to de-escalation training, implicit bias training, and cultural competency.</p>	
Objectives:	
<p>The objectives of Police Reform Working Group Three are:</p> <ol style="list-style-type: none"> 1. To evaluate current de-escalation training, research policy alternatives, and make policy recommendations to present to the Commission City Manager, and/or Dayton Police Department 2. To evaluate current implicit bias training, research policy alternatives, and make policy recommendations to present to the Commission, City Manager, and/or Dayton Police Department 3. To evaluate current cultural competency training, research policy alternatives, and make policy recommendations to present to the Commission, City Manager, and/or Dayton Police Department 4. Ensure objectives 1-3 are community-informed by employing community engagement strategies 	
Deliverables & Timeframes:	
<p>The WG will provide a report or reports to the Dayton City Commission by January 15, 2021 through March 18, 2021, describing its recommendations for process changes in the three areas in its portfolio. One potential approach is for the WG to research, review and rank multiple options in its report. After recommendations are submitted, the City Commission will report back within 30 days to the Working Group on the status of the recommendations, i.e., they will be accepted as written, accepted with amendments, or why the recommendations cannot be acted on. The WG will also provide regular status updates as described later in this document.</p>	

Section III: Formation, Staffing, and Organization

Membership Criteria:

Members of Working Group Three have been invited to participate by the Working Group co-chairs and were chosen due to their familiarity with and interest in reform of the processes being considered. The co-chairs intended to keep the number of members at or below 20 for practical reasons, and selection preference was given to members who live or work in the City of Dayton.

Group Formation, Dependencies, & Dissolution:

Working Group Three is one of five ad-hoc working groups (other groups are: Oversight, Use of Force, Recruitment, and Community Engagement) empowered by the Dayton City Commission to formulate recommendations for police reform in the City of Dayton. The City of Dayton is providing staff to assist in the work of the WG. The WG will meet on a schedule to be determined by the co-chairs, with the initial target being two meetings per month, with each meeting lasting no longer than 90 minutes. Due to the pandemic, at least the first meeting will be held remotely.

Once the WG puts forth its final recommendations, the WG may meet periodically, at will, to receive updates on the implementation and oversight of the recommendations.

Working Group Roles, Functions, & Duties:

The co-chairs of the Working Group will plan the work of the WG, set the agenda, call meetings to order, recognize speakers, keep order in meetings, keep the WG on task, assign and follow-up on tasks, and work to guide members towards practical solutions. Because this is a large WG, with an impressive diversity of thought, the co-chairs have the ability to limit the time each member is recognized to speak.

In the absence of both co-chairs, they can name a temporary chair from the membership of the WG to preside until one or both co-chairs returns.

Members of the Working Group will prepare for and attend meetings, will participate in the discussions and other work of the WG, will speak and listen with consideration to other group members, and will follow-up on assigned tasks.

The Mediator will act as an impartial party facilitator, and will specifically work to ensure that members' voices are heard, and to support members thinking and decision-making through any interpersonal difficulties as they proceed with the work of the WG. Additionally, if the group cannot come to consensus, the Mediator will work with group members to find a resolution.

City Staff supporting the work of the WG will keep the minutes of the meetings, will provide research and expertise as needed, and will assist in other ways at the direction of the co-chairs.

The University of Dayton School of Law, Social Justice Scholar, will aid the group in policy research and analysis. The Social Justice Scholar will research and present thoughtful policy alternatives related to the objectives of the WG.

For all virtual meetings, all participants will utilize a laptop or desktop computer, with a camera and sound capability. If the participant does not have one available, the co-chairs will arrange for a device to be loaned to them. Due to the sensitive nature of the discussions, cameras must be on and showing faces during meetings.

All meetings will be streamed for public viewing.

Section IV: Rules of Engagement

Decision-Making:

The WG will refer to the Consensus Manual provided by the Dayton Mediation Center (see. Attached file) as a framework for the decision-making process.

Status and Recommendation for Action:

As the Working Group goes about its deliberations, the co-chairs will from time to time request that the City Staff assisting the WG compose a brief status report. The report should describe the number of meetings held, who was in attendance, and contain a brief description of the activities of the WG since the previous report was submitted. When complete, and approved by the co-chairs, the report should be submitted to the Clerk of Commission for distribution to the City Commission and City Manager. At a minimum, a report should be submitted every 60 days during the work of the committee.

Issue Resolution Processes:

When discussing crucial matters such as the ones that this Working Group will be working on, there is the potential that a Member of the WG might feel that their point of view has not been heard, or that a decision made by the co-chair was not correct, and is in fact harmful to the work of the WG. In these cases, the Member has a number of methods of recourse, including:

1. The Member can request a conversation with an impartial Mediator to discuss the situation and ask for help in resolving it. The Mediator is empowered to approach anyone on the WG, including the co-chairs and City Staff, in order to resolve an issue.
2. If the impartial Mediator is unable to support the member in resolving the issue to the satisfaction of the Member, the Member can address their complaint to the Manager of the Dayton Mediation Center, who supervises the Mediator. They will review the issue and reply to the Member promptly.
3. If the Manager of the Dayton Mediation Center is unable to support the member in resolving the issue to the satisfaction of the Member, the Member can address the entire Working Group to resolve the issue.
4. If addressing the issue to the entire Working Group does not resolve the issue to the satisfaction of the Member, the Member can address their complaint in the form of a letter to the City Commission, addressed to the Clerk of Commission. As the empaneling body, the City Commission will review the issue, and reply to the Member promptly.

Closure & Working Group Self-Assessment:

When the Working Group is finished, the WG may periodically meet, at will, to receive updates on implementation and oversight. The City Staff supporting the WG will write a brief assessment of the WG process, focusing on what worked and what did not. This will include soliciting written feedback from Members describing their assessment of the WG. This feedback will be added to any impressions of the co-chairs and the City Staff themselves, and will be submitted to the City Commission 45 days after the dissolution of the WG.

Section V: Charter Document History

Version	Date	Description
1.0	June 29, 2020	First draft
2.0	July 14, 2020	Draft with staff input
3.0	July 31, 2020	Draft with working group member input
4.0	August 4, 2020	Final