



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Agenda

Citizens Police Advisory Committee

Tuesday, January 5, 2021

5:30 PM

Hagler Mason Conference Room, 2nd Floor

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

21-00076 Minutes for Meeting Dec. 1, 2020

Attachments: Meeting Minutes Dec. 1, 2020

1. 21-00075 Minutes for Meeting Dec. 15, 2020

Attachments: Meeting Minutes Dec. 15, 2020

DISCUSSION ITEMS

2. 21-00065 REPORT ON INITIATIVES AND UPDATES FROM PPD

- CHIEF'S UPDATE
- STATUS OF ONGOING CPAC REQUESTS

3. 21-00066 CPAC REPORT AND RECOMMENDATIONS

- DISCUSSION OF CPAC RECOMMENDATIONS

4. 21-00070 CHIEF OF POLICE SELECTION PROCESS

- PRESENTATION FROM GARY PETERSON
- ONE ON ONE INTERVIEWS WITH GARY PETERSON

Attachments: Chief of Police Search & Selection Process

ACTION ITEMS

5. 21-00067 CPAC MISSION STATEMENT

- ESTABLISH MISSION STATEMENT

6. 21-00068 CPAC TOWN HALLS

- SCHEDULE CPAC TOWN HALLS

OPEN FORUM

BOARD MEMBER COMMENTS/ITEMS FOR NEXT AGENDA

The next meeting is scheduled for January 19, 2020.

ADJOURNMENT

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable accommodations for access to City services, programs and activities. Please call 435-1629 (or TDD 435-1666) for further information. Request must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00076

Citizens Police Advisory Committee

1/5/2021

SUBJECT:

Minutes for Meeting Dec. 1, 2020



City of Pensacola

Citizens Police Advisory Committee

Meeting Minutes

Tuesday, December 1, 2020

5:30 PM

Hagler Mason Conference Room, 2nd Floor

Members of the public may attend the meeting in person; however, there will be limited seating capacity. Consistent with CDC guidelines, attendees will be required to sit at least 6 feet apart and to wear face coverings that cover their nose and mouth.

CALL TO ORDER

Dr. Joseph Marshall, Chair called the meeting to order at 5:31 P.M.

ROLL CALL

Present 10 - Member Kyle Kopytchak, Chairperson Joseph L. Marshall, Member Autumn Blackledge, Member Charles Bare, Member Drew Buchanan, Member Haley Morrisette, Member Kyle Cole, Member Lara McKnight, Member Scott Remington, and Member Vin Durant

Absent 2 - Member Jonathan Green, and Member Kendra Carr-Pineda

1. [20-00790](#) Minutes for Meeting Nov. 17, 2020

Indexes:

Attachments: [Meeting Minutes Nov. 17, 2020](#)

PLEDGE OF ALLEGIANCE

PRAYER

APPROVAL OF MINUTES

Discussion took place with Committee Member Bare requesting that the following corrections be made to the minutes: motion found on page 5 of the Agenda Packet be stated in its entirety, more information be reflected in the minutes, names of members of the public that spoke during Public Forum and a brief descriptions of what they said be added to the minutes.

A motion was made by Member Remington, seconded by Member Kopytchak, that this be Approved. The motion failed by the following vote:

Yes: 2 - Member Kopytchak, and Chairperson Marshall

No: 7 - Member Blackledge, Member Bare, Member Buchanan, Member Morrisette, Member Cole, Member McKnight, and Member Remington

Absent: 3 - Member Green, Member Carr-Pineda, and Member Durant

OPEN FORUM

There were not any members of the public that wished to speak.

ACTION ITEMS

Committee Member Durant joined the meeting.

2. 20-00787 ELECTION OF CHAIR

The following nominations occurred:

Kopytchak nominated Vin Durant. Declined

Cole nominate self.

Kopytchak nominate Blackledge. Declined

Blackledge nominate Buchanan. Accepted

Kopytchak nominated Remington. Declined

Vin Durant nominated Green.

A motion to ballot vote was made by Committee Member Blackledge, seconded by Committee Member Bare.

A motion was made by Committee Member Cole, seconded by Committee Member Durant, that Committee Member Cole be considered for Chairperson. The motion failed by the following vote:

Yes: 3 Charles Bare, Kyle Cole, Joseph Marshall

No: 7 Autumn Blackledge, Drew Buchanan, Vin Durant, Kyle Kopytchak, Lara McKnight, Haley Morrisette, Scott

Remington

Absent: 2 Jonathan Green, Kendra Carr-Pineda

A motion was made by Committee Member Blackledge, seconded by Committee Member Morrisette, that Committee Member Buchanan be considered for Chairperson.

The motion failed by the following vote:

Yes: 5 Autumn Blackledge, Drew Buchanan, Kyle Kopytchak, Lara McKnight, Haley Morrisette

No: 5 Scott Remington, Charles Bare, Kyle Cole, Joseph Marshall, Vin Durant

Absent: 2 Jonathan Green, Kendra Carr-Pineda

A motion was made by Committee Member Durant, seconded by Committee Member Remington, that Committee Member Green be considered for Chairperson. The motion failed by the following vote:

Yes: 2 Scott Remington, Vin Durant

No: 8 Autumn Blackledge, Drew Buchanan, Kyle Kopytchak, Lara McKnight, Haley Morrisette, Charles Bare, Kyle Cole, Joseph Marshall

Absent: 2 Jonathan Green, Kendra Carr-Pineda

Committee Member Remington left the meeting.

A majority vote was not awarded to any of the nominees, a second vote must be taken for Committee Member Buchanan and Committee Member Cole.

A motion was made by Committee Member Cole, seconded by Committee Member Durant, that Committee Member Cole be considered for Chairperson. The motion failed by the following vote:

Yes: 3 Charles Bare, Kyle Cole, Joseph Marshall

No: 6 Autumn Blackledge, Drew Buchanan, Vin Durant, Kyle Kopytchak, Lara McKnight, Haley Morrisette

Absent: 3 Jonathan Green, Kendra Carr-Pineda, Scott Remington

A motion was made by Committee Member Blackledge, seconded by Committee Member Morrisette, that Committee Member Buchanan be considered for Chairperson. The motion passed by the following vote:

Yes: 6 Autumn Blackledge, Drew Buchanan, Kyle Kopytchak, Lara McKnight, Haley Morrisette, Vin Durant

No: 3 Charles Bare, Kyle Cole, Joseph Marshall

Absent: 3 Jonathan Green, Kendra Carr-Pineda, Scott Remington

DISCUSSION ITEMS

3. [20-00785](#) Review of the committee's charge from Mayor Grover Robinson.

Mayor asked for a report from committee by the end of March.

Chair reminded committee of the six recommendation that have been made thus far. They are as follows:

To make the Pensacola Police Department's Policies and Procedures public.

Require all officers to undergo mandatory CIT Training.

Require all officers to attend trauma informed policing.

Re-implement the TIPS program.

Enact an ordinance making marijuana punishable by a fine for up to 20 grams.

Create an officer pilot program with the East Pensacola Heights Rattlers.

Mayor said he would accept interim reports for non-budgetary items

4. [20-00786](#) Update from PPD.

Committee members used this time to ask questions to Deputy Chief Kevin Christman.

For next meeting:

Durant requested to know how many officers were involved in the Thanksgiving dinners.

Morrisette requested update from PPD on Rattlers partnership.

5. [20-00671](#) Florida Police Chiefs Association Report

Indexes:

Attachments: [Florida Police Chiefs Association](#)

[Florida Police Chiefs Association Proposes Reforms for Use of Force](#)
[- Orlando Sentinel](#)

Buchanan asked if PPD has reviewed this document as a department and asked if they had any input to the report. He also asked for a written input response to the Florida Police Chiefs Association report.

Deputy Chief Christman verbally answered the question and agreed to present a written report to the committee during the next meeting.

Committee members took the remainder of time to question Deputy Chief Christman on current PPD policies.

ADJOURNMENT

WHEREUPON the meeting was adjourned at 7:07 P.M.

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City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00075

Citizens Police Advisory Committee

1/5/2021

SUBJECT:

Minutes for Meeting Dec. 15, 2020



City of Pensacola

Citizens Police Advisory Committee

Meeting Minutes

Tuesday, December 15, 2020

5:30 PM

Hagler Mason Conference Room, 2nd Floor

CALL TO ORDER

ROLL CALL/ WELCOME

Present 11 - Member Kyle Kopytchak, Member Jonathan Green, Member Autumn Blackledge, Member Charles Bare, Member Drew Buchanan, Member Haley Morrisette, Member Kyle Cole, Member Lara McKnight, Member Scott Remington, Member Vin Durant, and Member Gina Castro

Absent 1 - Member Kendra Carr-Pineda

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. 21-00074 MINUTES FOR MEETING NOV. 17, 2020

Discussion took place with Committee Member Bare requesting that members of the public that speak during open forum be named in the minutes.

A motion was made by Member Kopytchak, seconded by Member Remington, that this Legislative Action Item be Approved. The motion carried by the following vote:

Yes: 9 - Member Kopytchak, Member Blackledge, Member Buchanan, Member Morrisette, Member Cole, Member McKnight, Member Remington, Member Durant, and Member Castro

No: 2 - Member Green, and Member Bare

Absent: 1 - Member Carr-Pineda

2. [21-00022](#) MINUTES FOR MEETING DEC. 1, 2020**Indexes:****Attachments:** [Meeting Minutes Dec. 1, 2020](#)

A motion to approve was made by Committee Member Kopytchak, seconded by Committee Member Durant.

Discussion took place with Committee Member Bare requesting that the following corrections be made to the minutes: Committee Member Durant be marked as present, more content be added to the approval of minutes, election of chair reflected differently, correct error on page 4 of minutes item three on third paragraph.

Based on discussion, Committee Member Bare made a substitute motion to submit the corrections back to staff to make prior to the next meeting. Committee Member Morrisette seconded.

The substitute motion carried by the following vote:

Yes: 11 Charles Bare, Autumn Blackledge, Drew Buchanan, Gina Castro, Kyle Cole, Vin Durant, Jonathan Green, Kyle Kopytchak, Lara McKnight, Haley Morrisette, Scott Remington
No: 0

DISCUSSION ITEMS

- 3. [21-00002](#) Monthly report on initiatives and updates from PPD**
- Chief Lyter's update
 - Status of ongoing CPAC requests

Deputy Chief Christman gave an update on initiatives that the police department has been working on and responded to questions from CPAC members.

- 4. [21-00004](#) Review of committee's purpose and mission statement**
- Review purpose of committee
 - Establish mission statement

Chair and Mayor requested that committee members submit drafts of mission statements to staff in order to vote for next meeting.

Discussion concerning committee's purpose ensued and Mayor Robison responded accordingly to questions.

5. [21-00005](#) Timeline and delivery of report to Mayor's office and City Council
- Begin drafting priorities and recommendations for delivery of annual report in March 2021

Discussion ensued amongst members and Deputy Chief Christman responded to questions from CPAC members.

6. [21-00006](#) Review and reform citizen complaint/commendation process
- Establish online portal for complaints and commendations

Deputy Chief Christman explained the current steps to take to complete an online portal complaint. A direct link to the complaint portal will be added to the homepage.

Discussion ensued amongst members and Deputy Chief Christman responded to questions from CPAC members.

7. [21-00007](#) CPAC Member Orientation and Expectations
- Officer ride-alongs for CPAC members
 - Policing 101 orientation - Citizens Police Academy for CPAC members

Discussion ensued amongst members and Deputy Chief Christman responded to questions from CPAC members.

8. [21-00008](#) CPAC Town Halls
- Discussion and scheduling of citizen town halls in 2021

Two group town hall meetings and utilization of community centers were discussed.

Chairman Buchanan requested dates from members for next meeting.

OPEN FORUM

None

BOARD MEMBER COMMENTS/ ITEMS FOR NEXT AGENDA

The next meeting is scheduled for January 5, 2020.

ADJOURNMENT

WHEREUPON the meeting was adjourned at 7:12 P.M.

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City of Pensacola

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Pensacola, FL 32502

Memorandum

File #: 21-00065

Citizens Police Advisory Committee

1/5/2021

FOR DISCUSSION

TO: Citizens Police Advisory Committee Members

FROM: Drew Buchanan, Chair

DATE: 1/5/2021

SUBJECT:

REPORT ON INITIATIVES AND UPDATES FROM PPD

- CHIEF'S UPDATE
- STATUS OF ONGOING CPAC REQUESTS

BACKGROUND:

Text

STAFF CONTACT:

Lawrence Powell, Neighborhoods Administrator



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00066

Citizens Police Advisory Committee

1/5/2021

FOR DISCUSSION

TO: Citizens Police Advisory Committee Members

FROM: Drew Buchanan, Chair

DATE: 1/5/2021

SUBJECT:

CPAC REPORT AND RECOMMENDATIONS

- DISCUSSION OF CPAC RECOMMENDATIONS

BACKGROUND:

Text

STAFF CONTACT:

Lawrence Powell, Neighborhoods Administrator



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00070

Citizens Police Advisory Committee

1/5/2021

FOR DISCUSSION

TO: Citizens Police Advisory Committee Members

FROM: Mayor Grover Robinson

DATE: 1/5/2021

SUBJECT:

CHIEF OF POLICE SELECTION PROCESS

- PRESENTATION FROM GARY PETERSON
- ONE ON ONE INTERVIEWS WITH GARY PETERSON

BACKGROUND:

Text

STAFF CONTACT:

Lawrence Powell, Neighborhoods Administrator

Search & Selection Process – Chief of Police





Background

- Gary Peterson, MS JD - Chief of Police (ret.)
President/CEO Public Sector Search & Consulting, Inc.
- Retired 2014 - Mid-sized firm – 15 searches a year
- Founded PSSC in 2017 to focus on police executive searches
- 35 Police Executive Searches including seven (7) major U.S. cities: Dallas, Nashville, Seattle, Kansas City, MO, and CA cities: San Francisco, San Jose, and Sacramento.



Track Record

- 2020 Projects

San Jose, CA (1m pop.)*

Tiburon, CA (9,100 pop.)

Sonoma State U (8,500 pop.)

Northglenn, CO (40,000 pop.)

Thornton, CO (145,000 pop.)

Opa-Locka, FL (16,000 pop.)

Beacon, NY (15,000 pop.)

Boulder, CO (195,000)

Charles S. Mott CC, Flint, MI (10,000 pop.)

Nashville, TN (650,000 pop.)*

Bellevue, WA (148,000 pop.)

Dallas, TX (1.3m pop.)*

San Luis Obispo, CA (47,000 pop.)

Grand Rapids, MI (195,000 pop.)

Long Beach, NY (35,000 pop.)



The Search Process

1

Review of Project Management

2

Develop Position Profile

3

Community Engagement

4

Outreach & Recruiting

5

Candidate Evaluation

6

Review of Candidates

7

Selection Process

8

Final Selection



Develop Position Profile

- Community Input
- Community Forums
- Input Survey – Department
 - What personal qualities do you think are most important for the next leader of the Pensacola Police Department?
 - What changes do you hope the next leader will bring to the department?
 - What should be the top priorities for the next leader of the Pensacola Police Department?
 - What other things do you want the hiring authority to consider when they select the next police chief?
- **Advisory Board**
- **City Council**
- **Police Command Staff**



Develop Candidate Specifications or Position Profile

Position profile

- Responsibilities of the position
- Opportunities and challenges
- Final document serves as a roadmap to finding the ideal candidate
- Color brochure
- Recruitment Officially Opens – 4-5 wk period

Recent Brochures

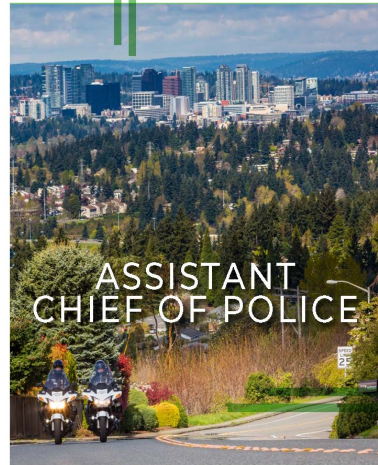
A NATIONAL SEARCH
is underway for a
new Chief of Police

Metropolitan Government of Nashville
& Davidson County



A NATIONAL SEARCH
is underway for a new
Assistant Chief of Police

Bellevue, WA



A SEARCH IS UNDERWAY
in New York State for a new
Police Chief

City of Beacon, NY



A NATIONAL
SEARCH IS
underway for a
new Police Chief

Dallas, TX





Advertising Campaign

- Police Executive Research Forum (PERF)
- Florida State Police Chiefs Association
- Hispanic American Police Command Officers Association
- International Association of Chiefs of Police (IACP)
- National Association of Women Law Enforcement Executives (NAWLEE)
- National Organization of Black Law Enforcement Executives (NOBLE)
- Major City Chiefs Association (MCCA)
- National Black Police Officers Association (NBPOA)



Original Research

Develop a list of potential Candidates - Recruit

- Match the position profile in terms of size of organization and scope of duties/responsibilities
- Obtain Nominations from our National Network of Police Executives
- Internet research tool that helps us locate candidates
- Email and telephone contact information
- Discuss the position with internal candidate(s)



Candidate Evaluation - Screening

- The candidates that closely match the desired skills, experience and attributes identified in the **Position Profile** are recommended by PSSC for consideration by the Search Committee as possible Semifinalists
- Screening Interview – Recommended, Qualified, Minimally Qualified and Not Qualified
- First Check Background Screening
- Social Media Screening



Selection Process

- Panel Interviews (Virtual)
- Candidate Forum (Public, Department)
- Recommendations to the Mayor

Chief of Police - Suggested Recruitment Schedule

Elements	Estimated Completion / Timing
Beginning Recruitment Process	
• Introduction / Discussion /Interviews via Zoom/Teams	Week of Dec. 28
• Stakeholder Engagement • Community Forums • Complete Position Profile • Develop brochure	Jan. 6 – Feb. 1
• Stage Advertising Placements ➢ Posting of Position Announcement / Brochure	
Recruitment Opens on Monday, Feb. 1	
• Social Media Campaign and Begin Outreach to Candidates ▸ Locally / Regionally / Nationally	Feb. 1 – Mar. 11
Recruitment Closes on Friday, Mar. 5 - Open Period of Five Weeks	
• Verifications / Reference Checks / Articles Searches	Concurrent with Recruiting
• Review Applicant List with Hiring Authority and Human Resources to Select Candidates to Interview	Thursday or Friday, March 11-12
• Interview Process - Round #1 (Usually 1 week)	Thursday or Friday, March 18-19
• Finalist Process (Usually 10-14 days later)	TBD - Onsite
• Formal Announcement / Public Release	To Be Determined
• Selected Candidate Starts or Transitions to Pensacola	2-4 Weeks



Questions?

Thank you!



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00067

Citizens Police Advisory Committee

1/5/2021

ACTION ITEM

TO: Citizens Police Advisory Committee Members

FROM: Drew Buchanan, Chair

DATE: 1/5/2021

SUBJECT:

CPAC MISSION STATEMENT

- ESTABLISH MISSION STATEMENT

BACKGROUND:

Click or tap here to enter text.

STAFF CONTACT:

Lawrence Powell, Neighborhoods Administrator



City of Pensacola

222 West Main Street
Pensacola, FL 32502

Memorandum

File #: 21-00068

Citizens Police Advisory Committee

1/5/2021

ACTION ITEM

TO: Citizens Police Advisory Committee Members

FROM: Drew Buchanan, Chair

DATE: 1/5/2021

SUBJECT:

CPAC TOWN HALLS

- SCHEDULE CPAC TOWN HALLS

BACKGROUND:

Click or tap here to enter text.

STAFF CONTACT:

Lawrence Powell, Neighborhoods Administrator