

Police Civilian Review Panel

June 25, 2020

Conducted Electronically due to COVID-19 Pandemic

Meeting Summary

Panel Members Present:

Hansel Aguilar
Jimmy Bierman
Bob Cluck
Hollye Doane, Panel Chair
Doug Kay
Frank Gallagher
Shirley Norman-Taylor
Sris Sriskandarajah, Panel Vice-Chair
Rhonda VanLowe

Others Present:

Chairman McKay, Board of Supervisors
Gentry Anderson, OIPA
Julia Judkins, Counsel
Major Owens, FCPD
Rachelle Ramirez, OIPA
Richard Schott, Independent Police Auditor

NOTE: The Panel's June business meeting was conducted electronically due to the COVID-19 Pandemic. The electronic meeting was hosted on WebEx and allowed for members of the public to virtually attend via WebEx or conference call.

The Panel's business meeting was called to order at 7:04 p.m. and all Panel Members were present.

Ms. Doane welcomed everyone to the Panel's June meeting and noted a few housekeeping rules as it was the Panel's first electronic public meeting.

Motions to Conduct Electronic Meeting: Ms. Doane took roll call to verify a quorum of the Panel was present and to ensure each Panel Member's voice could be heard clearly. She asked each Panel Member to state their name and the location from which they were participating.

Mr. Aguilar was present and participated from behind the Government Center.

Mr. Bierman was present and participated from McLean, Virginia.

Mr. Cluck was present and participated from Reston, Virginia.

Ms. Doane was present and participated from Oakton, Virginia.

Mr. Gallagher was present and participated from Bethany Beach, Delaware.

Mr. Kay was present and participated from Fairfax, Virginia.

Ms. Norman-Taylor was present and participated from Lorton, Virginia.

Mr. Sriskandarajah was present and participated from Fairfax, Virginia.

Ms. VanLowe was present and participated from Reston, Virginia.

Ms. Doane moved that each member's voice may be adequately heard by each other member of this Panel. The motion was seconded by Mr. Bierman and it carried by unanimous vote.

Ms. Doane moved that the State of Emergency caused by the COVID-19 pandemic makes it unsafe for the Panel to physically assemble and unsafe for the public to physically attend any such meeting, and that as such, FOIA's usual procedures, which require the physical assembly of this Panel and the physical presence of the public, cannot be implemented safely or practically. She further moved that the Panel may conduct this meeting electronically through a dedicated WebEx platform and audio-conferencing line, and that the public may access this meeting by using the WebEx attendee access link or by calling 408-418-9388 and entering access code 129 468 7556 as noted in the Public Meeting Notice. Mr. Gallagher seconded the motion and it carried by unanimous vote.

Ms. Doane moved that that all matters addressed on the agenda are necessary to continue operations and the discharge of the Panel's lawful purposes, duties, and responsibilities. Mr. Sriskandarajah seconded the motion and it carried by unanimous vote.

Remarks by Chairman McKay: Ms. Doane introduced Chairman Jeff McKay of the Board of Supervisors to make remarks on the Panel's role in promoting the One Fairfax policy and the recent formation of a task force on equity and opportunity. Chairman McKay thanked Ms. Doane and the Panel for the opportunity to address them and the community. Chairman McKay explained that the country and county are facing multiple challenges and are navigating unprecedented times due to the COVID-19 pandemic and disparities and trust building within law enforcement. He is proud that the county had many reforms in place but knows that more work needs to be done. The Chairman noted that the use of force incident, which occurred in the Gum Springs area of the County on June 5, was close to the area he grew up and that he has worked hard as a member of the Board of Supervisors to secure resources for that area of the county. He explained that the incident is evidence that even if reforms are in place, some officers may still operate outside of the expectations of the Board of Supervisors and the community. He added that for nearly twenty years he has been a sworn deputy sheriff and brings a unique perspective when advocating for equity. The Chairman said that the incident that occurred on June 5 was not only an assault on the individual involved, but also an assault on the profession of law enforcement. He is glad that institutional elements were in place to

allow for quick action against the officer and that body-worn cameras were involved to capture footage of the incident.

The Chairman stated that the Panel has a direct tie to the One Fairfax policy at a high level. County leaders acknowledge that depending on an individual's zip code, race, and income, the system can intentionally work against some people. The county is working to break down those systems by looking at all county decisions from a social and equity lens so that everyone can be successful. The Chairman said that the Panel's work fits in the One Fairfax narrative as it serves people who have been disproportionately treated by police and communities have been left behind. The Panel's ability to rebuild trust in the police within those communities in an equitable way directly correlates to the purpose of the One Fairfax policy. The Chairman noted that he has been supportive of the work of the Panel and the Auditor since their inception. He would like to continue a dialogue with the Panel and shared his support for the Panel to conduct outreach in the community. The Chairman added that there is not a single policy, person, or Panel that will solve the systemic issues that we are facing but we can do better and encourage the community to come together around reforms.

Chairman McKay provided historical background on the One Fairfax policy, which was spearheaded by himself and former Supervisor Hudgins as they addressed funding for Title I schools. The One Fairfax movement began with addressing disproportionality in public education, but it expanded as it was realized that more areas needed to be addressed at a high level. As a result, the One Fairfax resolution was endorsed by the Board of Supervisors and the School Board and later jointly adopted as policy. The Chairman closed his remarks by adding that dialogue is one of the best cures to get through times like these and added that he would be happy to answer questions from the Panel.

Mr. Bierman noted that he was extremely troubled by the use of force report that was published by the FCPD and noted the racial disparity in use of force statistics against African Americans within the FCPD's McLean district station patrol area. Mr. Bierman asked Chairman McKay if he is supportive of increasing the Panel's jurisdiction and if he is willing to advocate in the General Assembly for such changes that would provide the Panel with additional oversight powers. Chairman McKay replied that Fairfax County is one of the only jurisdictions to publish a use of force report and that the county believes in sharing data to be transparent with the community and to get feedback for improvement. Chairman McKay recognized the disproportionality of use of force incidents county wide and noted that it was an issue of concern. The Chairman said that he is open to expanding the authority of the Panel but recognized the statutory limitations that can only be updated by the General Assembly. He added that he has had conversations with members of the General Assembly and expects that there will be changes to the structure of the Panel in the future. Chairman McKay noted that while the FCPD's disproportional use of force in the county was disappointing, he pointed out that there have been improvements to the School Resource Officer (SRO) program. He explained that the community must have robust conversations and that elected officials need

to listen to the community so that issues can be resolved. He added that after the June 5 use of force incident in the county, the Board of Supervisors immediately expedited the implementation of body worn cameras.

Ms. VanLowe expressed her desire for the Panel to hold a public forum to gather community input and hear their concerns. Ms. VanLowe asked for Chairman McKay's support for the Panel to hold a public forum over the summer. She also asked whether the study into the racial disparity in use of force incidents in the county conducted by the research team at UTSA could be expanded to review other data, such as stops, to understand whether there is bias in those encounters. Chairman McKay said that he supports the Panel hosting a dialogue with the community. He is under the impression that many people in the county are unaware of the Panel and fully supports more community outreach and hopes that the Panel covers all areas of the county. The Chairman added that he sent a memo to the chief demanding information and data be released related to traffic stops.

Mr. Aguilar explained the importance of funding for oversight and reminded the Chairman that the Panel is composed of volunteers. He expressed his interest in the Panel forming a public outreach team. The Chairman asked for the Panel to indicate their needs and said he would be happy to address any deficiencies. He added that it is most important for the Panel to maintain its independence as that is an important component to building trust with the community.

Ms. Doane informed the Chairman that the Panel has hosted three public forums in the past but that the former Chairman and Chair of the Board of Supervisors' Public Safety Committee did not want the Panel to continue to hold public forums. The Panel also received legal advice that hosting future public forums would be problematic. She asked for the Chairman's feedback on the Panel holding public forums in the future. The Chairman said he is fully supportive of the Panel hosting public forums and that there should not be a legal issue that cannot be overcome to allow for the Panel to meet with the community that it represents.

Ms. Doane brought Chairman McKay's attention to a recommendation submitted by the Ad Hoc Police Practices Review Commission that the Panel have the ability to hire a consultant with investigative experience to review FCPD investigation files and to advise Panel Members about the subject investigation and the review process. She asked Chairman McKay if he is supportive of that recommendation made by the Ad Hoc Police Practices Review Commission. Chairman McKay said that this would be something the Panel could document as a resource it needs to effectively provide oversight, among any other needs or additional resources to overcome shortcomings. The Chairman added that he would be supportive of this but that it would need to be approved by the Board of Supervisors during the budget process.

Ms. Doane thanked Chairman McKay for his time, leadership, and addressing the Panel and the community. The Chairman thanked the Panel for the opportunity and for their volunteer work.

One Fairfax Statement: Ms. Doane introduced Ms. Anderson to present her memorandum to the Panel titled "The One Fairfax Policy and How the Police Civilian Review Panel Promotes It."

Ms. Anderson explained that the Panel promotes One Fairfax by providing public access to the Panel's business and review process, promoting accountability, and engaging with stakeholders and the community. Specifically, the Panel's mission is directly related to Focus Area 6 of the policy which calls for responsive public safety services to be delivered to all residents of Fairfax County. The memo contained three recommendations for Panel consideration: bolstering community outreach efforts, advocating for the Board of Supervisors to appoint diverse candidates to the Panel, and continuing to participate in training opportunities.

Ms. Doane thanked Ms. Anderson for presenting the memo. She informed the Panel that the recommendations will be considered as a part of the Panel's four year review, which will be discussed as the next item on the agenda, and asked if there was Panel consensus for the memo to be reframed as a statement to be included on the Panel's website.

Mr. Bierman moved to use the "The One Fairfax Policy and How the Police Civilian Review Panel Promotes It" memo to craft a statement for the Panel's website and vote on it at the next meeting. Mr. Sriskandarajah seconded the motion and it carried unanimously. *Ms. Doane asked Mr. Sriskandarajah to work with Ms. Anderson on this task.*

Four Year Review: Ms. Doane expressed her interest in the Panel forming a two-person subcommittee of two Panel Members to draft a report summarizing the work of the Panel over the past four years. Upon the submission of the draft report, the Panel will discuss its content and recommendations. Ms. Doane named Mr. Bierman and Mr. Aguilar to the subcommittee.

Mr. Kay reminded the Panel that he and Ms. VanLowe formed a subcommittee shortly after the Panel was established to create a first draft of the Panel's Bylaws and said he is happy to share his views with them individually. Ms. VanLowe expressed her support of conducting a four-year review of the Panel's work and hoped that one or two public forums could be scheduled to obtain community input. Ms. Doane and Mr. Bierman agreed. Ms. Norman-Taylor also agreed but was concerned that September may not be a realistic goal due to the COVID-19 pandemic. Ms. Doane suggested that the forums could be conducted electronically and that the Chairman's task force on equity and opportunity should have their final report to the Board of Supervisors in September. Panel discussion ensued regarding the timeline for completion of the report from the four-year review.

Ms. VanLowe moved that the Panel commence a four-year review and establish a subcommittee consisting of Mr. Aguilar and Mr. Bierman to submit a draft report during the fall. Mr. Bierman seconded the motion and it carried by unanimous vote.

Ms. Doane suggested that the subcommittee designate one member as the point of contact for the subcommittee so that Panel Members can reach out individually to provide comments. Ms. Doane asked that the subcommittee communicate to her their recommendations for outreach opportunities to gather public input during the process.

Update from the Independent Police Auditor: Ms. Doane recognized Mr. Schott, the Independent Police Auditor, to present on the Fairfax County Police Department's (FCPD) Use of Force policy. Mr. Schott reported that the FCPD's use of force policy was updated on March 31, 2017, as a part of recommendations from the Ad Hoc Police Practices Review Commission. The sanctity of all human life is the forefront of the policy and includes the provision of medical care to anyone who is injured. The FCPD's use of force policy includes provisions on the duty to intervene, explicitly prohibits carotid artery restraints, and calls for de-escalation whenever possible. The policy requires that all uses of force be documented by the officer in a use of force report, which is then reviewed by a supervisor. Mr. Schott reminded the Panel that the Office of the Independent Police Auditor (OIPA) commissioned researchers from the University of Texas San Antonio (UTSA) to review FCPD data to determine potential causes of disparity in use of force incidents involving African-Americans relative to their population in the county and that the results of the study are expected to be delivered to the Board of Supervisors in January 2021. Mr. Schott informed the Panel that the Virginia General Assembly passed legislation requiring all law enforcement agencies in the state to provide data on investigative and motor vehicle stops on an annual basis to the Governor and noted that he is confident that this report and any recommendations will be made public.

Ms. VanLowe asked if there is a possibility that the study will be expanded to review data beyond use of force. Mr. Schott replied that the study was mandated by the Board of Supervisors specifically to determine potential causes for the disparity in use of force statistics. He added that the researchers have asked for additional data to be used in their analysis to help determine potential causes for the disparity in use of force statistics.

Mr. Aguilar asked if the OIPA has been contacted by groups or organizations. Mr. Schott replied that phone calls and email traffic the office receives has picked up after the incident in Minneapolis, Minnesota, and due to the incident that occurred on June 5 in the Gum Springs area of the county. He added that he presented at a Faith Communities in Action event along with Ms. Doane and Chief Roessler. Additionally, the OIPA and Panel have received three requests from representatives of various community organizations for the Independent Police Auditor and Panel to address their organizations.

Ms. Doane asked whether Mr. Schott would have been able to review the use of force incident that occurred in the Gum Springs area of the county on June 5 if the Chief of Police had not requested his review. Mr. Schott replied that if the Chief did not request his review of the incident, he would not have been able to automatically review that specific investigation unless a complaint was made. Ms. Doane asked a clarifying question regarding the Independent Police Auditor's ability to review use of force incidents that do not involve a serious bodily injury or death. Mr. Schott replied that he can review use of force incidents that do not involve serious injury or death if a public complaint is made. Ms. Doane asked if this needed to be changed. Mr. Schott replied that in the past, members of the Board of Supervisors requested that he conduct a review and he felt confident that if the Chief had not requested his review of the

Gum Springs investigation, the Board of Supervisors would have. He said a change would not be needed under the current administration as the Board of Supervisors and the Chief are very engaged.

Ms. Norman-Taylor asked Mr. Schott to further explain the provision in the FCPD's use of force policy related to the duty to intervene. Mr. Schott read from the FCPD's use of force policy that "Any officer present and observing another officer using force that is clearly beyond what is objectively reasonable under the circumstances shall, when in a position to do so safely intercede to end and prevent the further use of such excessive force." The policy further establishes that "officers have the duty to intervene in all other situations where an officer is acting in violation of laws, orders, policies, or ethical conduct, and immediately notify an on-duty supervisor or commander." He added that the conversations occurring nationally related to the duty to intervene reflect what the FCPD already has implemented.

Update on Complaint CRP-19-29: Ms. Doane provided an update to the Panel on complaint CRP-19-29, which was the subject of the Panel's review meeting on March 9. She referenced a letter from Chief Roessler updating the Panel on the status of the additional investigation requested by the Panel. She noted that the investigation is currently in the review process. The FCPD informed the Panel that it will not be conducting two components of the Panel's request. The first is related to interviewing the coworkers of the subject officer. In his letter, Chief informed the Panel that the Internal Affairs Bureau (IAB) would not comply with the request and that it would violate the procedural rights of the officer and be burdensome on the department. The second is related to comparing the circumstances and claims of the complaint to prior complaints against the officer. The Chief informed the Panel that this was done when the department was determining disciplinary measures and that the investigation did not reveal a nexus to apply any progressive discipline. Ms. Doane reminded Panel Members to not discuss officer discipline in open session.

Mr. Kay noted that Chief Roessler is listening to the Panel's meeting as an attendee and that he was impressed by his presence and dialogue at the Panel's March meeting. He said that he takes issue with the FCPD's decision to not interview the officer's coworkers as it is a reasonable request to speak with people in his squad to determine if evidence of explicit bias exists. He added that the employees would not be randomly selected, and that the Panel's request is unique to this specific investigation. Mr. Kay was surprised that a legal impediment exists related to this request. He expressed his disappointment in the FCPD's refusal to take this step and hoped the Chief would reconsider.

Mr. Aguilar raised his concern with the lack of consistency and referred to a previous investigation the Panel reviewed where there was more scrutiny on the complainant rather than the subject officer. He said that there is reasonable suspicion that the subject officer potentially violated the complainant's constitutional rights due to racial bias and that it would be appropriate to contact the officer's coworkers through the investigation process. Mr. Aguilar pointed out that officers have the duty and responsibility to hold their colleagues accountable.

Major Owens informed the Panel that in the profession of law enforcement, it is challenging to define who would be considered a “coworker.” Given the nature of police staffing, they would have to interview a random selection of employees because it is impossible to interview every officer that worked with the subject officer of every complaint. He referred to the county’s personnel regulations which require the department to treat employees in a fair and equitable manner and added that the random selection of employees to be interviewed would not be fair or equitable to the selected employee and the accused officer. Further, he explained that the Law Enforcement Procedural Guarantees Act could potentially be implicated.

Mr. Bierman expressed his concern regarding the FCPD’s response to the Panel’s request and is unsure why the interview process could not be limited so that random employees would not need to be interviewed. Major Owens replied that FCPD officers do not have assigned partners for patrol shifts except for some specialized units. Major Owens then recognized the challenge of determining reasonable suspicion to conduct interviews of the officer’s colleagues and noted the legal issues. Discussion ensued regarding the incident subject of the complaint.

Ms. VanLowe noted her concern that the report does not lay out a process to determine whether bias existed in the incident. She asked Major Owens what the current process is for investigating complaints that contain allegations of bias and how they will be handled in the future. She added that the Panel should not be prescriptive in telling the FCPD how to investigate but the FCPD should offer a process that meets the Panel’s expectation.

Mr. Aguilar asked for clarification from Major Owens specific to this decision. He also referenced the letter which included that there were 563 total administrative investigations and asked whether those all included allegations of bias. Major Owens replied that the number in the letter is the total number of administrative investigations conducted and that not all of them included allegations of racial bias. Major Owens addressed Ms. VanLowe’s question about the investigation process and listed the investigative steps taken by FCPD.

Ms. VanLowe thanked Major Owens for the information but that she is interested in how the FCPD plans to investigate complaints specific to allegations of bias and that the FCPD should review best practices related to investigating bias complaints. Major Owens noted that the implementation of body worn cameras will be helpful when investigating these types of complaints.

Ms. Doane referenced the letter which informed the Panel that there was concern that the Panel did not properly vote to request additional investigation related to “comparing the circumstances and claims of the current complaint to any prior complaints against this officer.” To make the Panel’s intent clear, Ms. Doane asked for a motion. Mr. Bierman moved that the FCPD compare the circumstances and claims of the current complaint to any prior complaints against the subject officer. Ms. VanLowe seconded the motion and it carried unanimously.

Major Owens told the Panel that while there was concern regarding the validity of that particular request, the FCPD is committed to transparency and already took the Panel’s request

into consideration during the additional investigation. He acknowledged that discussion related to officer discipline is prohibited in open session. Ms. Doane said she hoped to see that information in the file and assured Major Owens that officer discipline would not be discussed in open session. Major Owens thanked the Panel for their diligence and noted the FCPD's commitment to enhance policy and procedure related to investigations into bias based policing.

Update on Panel Outreach: Ms. Doane informed the Panel of various outreach events that Panel representatives have attended such as a virtual meeting of the Faith Communities in Action, an interview with WUSA-9, meeting with the Floris United Methodist Church, and meeting with the NAACP. She added that Mr. Aguilar conducted outreach to the Community Reformation of Homelessness Network and the Panel has reached out to the ACLU People Power of Fairfax to schedule a meeting. Ms. Doane encouraged Panel Members to touch base with their respective communities to inform them about the Panel and its services.

Update on Panel Presentation of the 2019 Annual Report: Ms. Doane informed the Panel that the Panel's 2019 Annual Report will be presented to the Board of Supervisors' Public Safety Committee on July 21 at 1:30 p.m. The presentation was originally scheduled for March, but it was postponed due to the COVID-19 pandemic. Mr. Kay will present the report and Ms. Doane will also be present to answer any questions.

Approval of March 9 Meeting Summary: Mr. Bierman moved approval of the summary of the Panel's March 9 meeting. Ms. VanLowe seconded the motion and it carried by unanimous vote.

July Panel Meeting: Ms. Doane informed the Panel that its July meeting was originally scheduled for Thursday, July 9 and wanted to consider whether to keep that date or reschedule. She said that the July meeting will likely be virtual, but that staff will continue to monitor the situation. Panel discussion ensued regarding the date of the July meeting and whether to hold an August meeting. The Panel ultimately agreed that it will meet at 7:00 p.m. on Thursday, July 23 and at 7:00 p.m. on Thursday, August 27.

New Business

Panel Discussion Regarding Independent Legal Counsel: Ms. Doane noted that the independence of the Panel's legal counsel had been called into question several times over the past few years and that the Board of Supervisors Action Item establishing the Panel does not provide much guidance as to the duties, responsibilities, and supervision of the independent legal counsel for the Panel. The budget for the Panel's legal counsel comes from the Office of the County Attorney (OCA), which Panel Members are concerned this creates a conflict of interest because the OCA represents the FCPD and the Panel's mission is to provide oversight and accountability to the FCPD. Ms. Doane informed the Panel that she and Mr. Kay met with Chairman McKay and his staff to request that the money budgeted for the Panel's independent legal counsel be transferred to the budget of the OIPA but that it unfortunately did not work out. The County Attorney has taken the position that she is responsible for all legal advice and

that retainers ultimately rest with her, but she is willing to allow for the Panel and Independent Police Auditor to provide input on the selection of the next independent legal counsel for the oversight entities. She noted that Ms. Judkins is set to retire by 2021. Ms. Doane informed the Panel that it could proceed with an RFI process, which she has been told could take at least a year, where the Panel and Independent Police Auditor can provide some input during the selection process. She referenced documents in the meeting materials packet including an email from the County Attorney, state and county laws that she relies on, and the Virginia Rules of Professional Conduct for Attorneys. The Panel could choose to retain a specific candidate that has expressed interest in the position and recess into closed session for further discussion. Ms. Doane opened the floor for general discussion on the role of independent counsel and how the Panel would like to proceed in the selection process.

Mr. Aguilar highlighted the importance of maintaining independence and noted how conflicts of interest with independent counsel could have a negative impact on the Panel. He feared the public would lose trust in the Panel if the Panel and its counsel is not independent.

Ms. VanLowe agreed with the comments made by Mr. Aguilar and felt strongly about having an opportunity to gather a pool of interested and diverse candidates for the position. She was concerned about the timeline given for proceeding with the RFI.

Mr. Sriskandarajah explained he did not believe there to be a conflict per se but agreed with Mr. Aguilar's comments related to the perception of a conflict of interest and noted the importance of appearance. He also listed concerns with the lengthy timeline for the RFI process.

Ms. Norman-Taylor asked whether the Panel would have authority to choose the candidate itself or only the ability to provide input during the process. Ms. Doane replied that the Panel would only have the ability to provide input during the process.

Ms. Doane said that she is interested in speaking with a candidate who expressed interest in the position and that the Panel could discuss the specifics during closed session. It is her understanding that the individual does not have any conflicts of interest, and has not represented police departments, nor police unions in the past. If the Panel retained this individual as independent legal counsel and later find that it is not a good fit, the Panel could revisit the RFI process.

Mr. Gallagher asked whether, in the event the Panel interviewed the candidate and then later chose to proceed with the RFI, and the interested candidate ended up being selected, would the Panel be showing favoritism? Ms. Doane clarified that the Panel could either interview and hire the interested individual or proceed with the RFI process. Panel discussion ensued on whether to proceed with the RFI process or interview an interested candidate.

Ms. VanLowe asked about the timeline for the RFI process and why it would take a year and a half to select a candidate. Mr. Schott recalled that the RFI process could take up to a year but

did not know why this process would be any different than the county's hiring process for full time employees.

Mr. Aguilar asked for clarification from the OCA to provide the relevant statute and their interpretation of the statute which require legal services to flow from their office in a memo to the Panel for transparency purposes and to inform the public.

Ms. Doane noted that the Panel was in consensus that an RFI process should be initiated to determine the next independent legal counsel for the Panel and that closed session would be unnecessary.

Mr. Kay moved that the Panel pursue and consider the next attorney for the Panel in an RFI process as it was explained during the meeting. Ms. Norman-Taylor seconded the motion and it carried unanimously.

Ms. VanLowe agreed with Mr. Aguilar that it would be useful to receive documentation from the OCA on the statute to which the County Attorney refers and a further explanation of the RFI process, so the Panel understands its involvement in the process. Ms. Doane agreed to reach out to the County Attorney to communicate the Panel's request and Ms. Anderson would notify the Panel to that effect. Ms. Doane added that this item could be revisited in July if necessary.

Mr. Bierman moved to adjourn the meeting. Mr. Sriskandarajah seconded the motion and it carried unanimously. The meeting adjourned at 9:34 p.m.

Next Meeting: The Panel's next meeting will be held on Thursday, July 23 at 7:00 p.m. The meeting will be conducted electronically and information for public access will be included in the public meeting notice.