

July 8, 2024

A meeting of the **Kent County Administrative Charging Committee** was called to order at 3:31 P.M. The following were in attendance: Barry Byers (PAB/ACC Chair), Valerie H. Jones (PAB Administrative Specialist), Pete Landon (Director Kent County OES), Severn Miller, Gary Di Vito, and Shelly Schofield.

CALL TO ORDER

The ACC Chair reminded members of confidentiality and meeting rules, adhering to “Roberts Rules of Order” and the Maryland Open Meetings Act.

MINUTES APPROVAL

The June 2024 minutes were reviewed. A motion was made and seconded, to approve the minutes.

OLD BUSINESS

ACC rules and procedures remain under review and changes being made. Standardization of file numbering on case files provided by LEA discussed.

NEW BUSINESS

There is a noticeable trend, officers not adhering to their respective agencies policy of identification of name and badge number during citizen encounter. Recommendation made to discuss with LE the adherence to agency policies by officers.

Trend tracking of cases discussed. The spreadsheet is under review by the Accountability Officer and PAB Administrative Specialist.

A motion was made and seconded for ACC Case reviews to be held once a month, immediately following the monthly meeting.

OPEN DISCUSSION

Next ACC training session to be held in October in Sykesville.

PUBLIC COMMENTS

There were no public comments.

GOOD OF THE ORDER DISCUSSION

The next meeting will be August 7, 2024

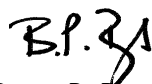
MOTION TO ADJOURN

3:52 P.M Motion made, seconded, and unanimously passed by all members present to adjourn the meeting.

Respectfully submitted.

Valerie H. Jones
Administrative Specialist

Approved:



Barry P. Byers, ACC Chair
Kent County Administrative Charging Committee