

City of Albany

Annual Report 2012

Submitted by
The Government Law Center of Albany Law School
on behalf of the
City of Albany Citizens' Police Review Board



CITIZENS' POLICE REVIEW BOARD

Twelfth Annual Report of the City of Albany
Citizens' Police Review Board

Submitted to:

The Mayor of the City of Albany
The Common Council of the City of Albany
The Police Chief of the City of Albany

TABLE OF CONTENTS

BACKGROUND	1
DEFINITIONS	1
INTRODUCTION	1
ORGANIZATION OF THE BOARD	2
<i>APPOINTMENTS/RE-APPOINTMENTS</i>	2
<i>RESIGNATIONS</i>	3
<i>VACANCIES</i>	3
<i>NEW MEMBER ORIENTATION PROGRAM</i>	4
<i>NEW MEMBER CITIZENS' POLICE ACADEMY</i>	4
<i>OFFICERS</i>	5
<i>COMMITTEES AND TASK FORCES</i>	5
COMPLAINT REVIEW	6
COMPLAINT REVIEW: SUMMARIES AND STATISTICS	7
<i>NUMBER OF COMPLAINTS FILED</i>	8
<i>APPOINTMENT OF MONITORS</i>	9
<i>RACE/ETHNICITY AND GENDER OF THE COMPLAINANT AND THE OFFICER(S)</i>	9
<i>ALLEGATIONS CONTAINED IN THE COMPLAINTS</i>	11
<i>SUSPENSION OF REVIEW</i>	13
<i>BOARD AND POLICE DEPARTMENT FINDINGS</i>	13
<i>FURTHER INVESTIGATION/BOARD ACTION</i>	15
<i>MEDIATION</i>	15
<i>COMPLAINTS REVIEWED AND CLOSED</i>	16
GRIEVANCE FORM REVIEW: SUMMARIES AND STATISTICS	16
BY-LAWS AND RULES	17
COMMUNITY OUTREACH	17
MEDIATION	17
PUBLIC OFFICIAL LIAISON	18
TASK FORCE ON MONITORS	18
REPORTS	18

TRAINING.....	19
MEETINGS OF THE BOARD.....	19
GOVERNMENT LAW CENTER	19
CONCLUSION	26

BACKGROUND

In July 2000, legislation creating the City of Albany Citizens' Police Review Board (the "Board") was signed into law, adding part 33 to Chapter 42 (Departments and Commissions) of the Code of the City of Albany. The purpose of this legislation was to create an independent review body to review and comment on completed investigations of complaints made by citizens against officers of the City of Albany Police Department for alleged misconduct. Its goals were to improve communication between the Police Department and the community, to increase police accountability and credibility with the public, and to create a complaint review process that is free from bias and knowledgeable of actual police practices.

DEFINITIONS

For purposes of this report, the following words and phrases shall have the meaning described in this report:

COMPLAINT – A written statement concerning police conduct which is either submitted to the Citizens' Police Review Board for filing with the Albany Police Department or filed directly with the Albany Police Department.

GRIEVANCE FORM – An APD form used to gather contact information from the complainant and forwarded to the Government Law Center for CPRB outreach purposes.

CPRB or BOARD – The Citizens' Police Review Board.

GOVERNMENT LAW CENTER (GLC) – The Government Law Center of Albany Law School.

MEDIATION – A structured dispute resolution process in which a neutral third party assists the disputants to reach a negotiated settlement of their differences.

OFFICER – Any sworn police officer of the City of Albany Police Department affected by a citizen complaint.

OFFICE OF PROFESSIONAL STANDARDS (OPS) – The Professional Standards Unit of the City of Albany Police Department.

INTRODUCTION

In a unique arrangement, the Government Law Center of Albany Law School was retained by the City of Albany to provide a number of services to the Board, the City, and the community. Among the services to be provided, § 42-340 of the legislation requires that the Government Law Center "file annual reports with the Common Council and the Mayor [,] which contain statistics and summaries of citizen complaints, including a comparison of the [Board's] findings with the final determinations of the [Police] Department" on behalf of the Board. This is the Twelfth Annual Report so submitted, covering the Board's operations from November 1, 2011 to October 31, 2012.

ORGANIZATION OF THE BOARD

The Board is comprised of nine members, five members appointed by the Common Council, and four members appointed by the Mayor, who serve for three-year staggered terms. In selecting the members of the Board, the legislation provides that the Common Council and the Mayor shall endeavor to reflect community diversity in their appointments, and requires that members of the Board reside in the City of Albany; possess a reputation for fairness, integrity, and responsibility; have a demonstrated interest in public affairs and services; and neither be an officer or employee nor a relative of an officer or employee of the City of Albany.

The following members constituted the Board during its twelfth year of operation:

Mickey Bradley

Appointed: 2/6/2012
Date Original Term Expires: 10/26/2014

Marilyn Hammond

Appointed: 12/3/2008
Date Original Term Expired: 10/26/2011
Re-Appointed: 11/03/2011
2nd Term Expires: 10/26/2014

Maritza Martinez

Appointed: 2/6/2012
Date Original Term Expires: 10/26/2012
Re-Appointed: 2/7/2013
2nd Term Expires: 10/26/2015

Patrick Toyé

Appointed: 2/6/2012
Date Original Term Expires: 10/26/2013
Resigned: 7/1/2012

Andrew Phelan, Jr.

Appointed: 9/26/2006
Date Original Term Expired: 10/26/2009
Re-Appointed: 3/23/2010
2nd Term Expires: 10/26/2012

Anthony Potenza

Appointed: 10/5/2006
Date Original Term Expired: 10/26/2008
Re-Appointed: 3/23/2010
2nd Term Expires: 10/26/2014

David Rozen

Appointed: 10/15/2012
Date Original Term Expires: 10/26/2013

Eugene Sarfoh

Appointed: 1/3/2011
Date Original Term Expires: 12/31/2014

Reverend Edward Smart

Appointed: 3/20/2008
Date Original Term Expired: 10/26/2009
Re-Appointed: 3/23/2010
1st Full Term Expired: 10/26/2012
Re-Appointed: 6/25/2013
2nd Term Expires: 10/26/2015

Akosua Yeboah

Appointed: 12/21/2009
Date Original Term Expires: 10/26/2012
Re-Appointed: 6/25/2013
2nd Term Expires: 10/26/2015

Appointments and Reappointments

First Quarter

During the first quarter of 2012, the Board had three (3) vacancies to be filled by the Albany Common Council. Those three (3) vacancies were created by Board members Jason Allen, James Frezzell, and Lilian Kelly. On November 3, 2011, City of Albany Mayor Gerald D.

Jennings reappointed Marilyn Hammond as a member of the CPRB to serve a three-year term which will expire on October 26, 2014.

Second Quarter

On February 6, 2012, the Common Council appointed James (Mickey) Bradley as a member of the CPRB to serve a three-year term which will expire on October 26, 2014. On February 6, 2012, the Common Council appointed Maritza Martinez as a member of the CPRB to fill an unexpired term which will expire on October 26, 2012. On February 6, 2012, the Common Council appointed Patrick Toye as a member of the CPRB to fill an unexpired term which will expire on October 26, 2013. On March 28, 2012, the Common Council reappointed Anthony Potenza to a three-year term which will expire October 26, 2014.

Fourth Quarter

In late October the Common Council appointed David Rozen as a member of the CPRB to fill an unexpired term which will expire on October 26, 2013.

In September and October, the Government Law Center notified Common Council and the Mayor of the four (4) board member's who's terms were about to expire. These members include: Reverend Edward Smart, Andrew Phelan, Jr., Maritza Martinez, and Akosua Yeboah. Andrew Phelan, Jr. is ineligible for reappointment as he has served two (2) consecutive terms on the Board. The other three (3) members are eligible for reappointment.

Resignations

Third Quarter

In correspondence sent in June of 2012 to the CPRB, Board member Patrick Toye announced his resignation from the Board as of July 1, 2012. Mr. Toye was an Albany Common Council appointee. He was serving a two-year term which was set to expire on October 26, 2012. He was appointed to fill the seat vacated by former Board member Lilian Kelly on February 6, 2012.

Vacancies

During the first quarter of 2012, the Board had three (3) vacancies to be filled by the Albany Common Council. One of those vacancies was created by James Frezzell who resigned in the third quarter of 2011. The other two (2) vacancies were created by Board members Jason Allen and Lilian Kelly who both resigned during the fourth quarter of 2011.

During the fourth quarter of 2012, the Board had one (1) vacancy to be filled by the Albany Common Council. One of those vacancies was created by Andrew Phelan, Jr. whose second term expired late in the fourth quarter.

New Member Orientation Program

According to § 42-339 of the legislation, “[c]ompletion of the orientation program concerning the goals, powers, and procedures of the [Board] is required before a member may participate as a voting member. In addition, graduation from the Albany Police Department’s Citizen Police Academy . . . within six months of the start of the member’s term is required.”

The orientation program consists of two (2) sessions. The first session of the orientation program is coordinated and facilitated by the Government Law Center to educate the new members about the organization and operation of the Board and included training on the CPRB Legislation; By-Laws and Rules of Procedure; the complaint review process; the Board’s public education and community outreach program; the role of the Government Law Center as administrative staff; the Open Meetings Law; the Freedom of Information Law; Section 50-a of the New York Civil Rights Law; an introduction on laws relating to Civil Rights violation and excessive use of force; and ethics. The second session of the orientation program is coordinated and facilitated by the Albany Police Department’s Office of Professional Standards and is comprised of training to educate the new Board members on the APD’s organization and operation.

During the second quarter of 2012, new Board members James (Mickey) Bradley, Maritza Martinez and Patrick Toye attended and participated in the Board’s orientation program. New Board member David Rozen attended and participated in the program in the fourth quarter of 2012.

New Member Citizens’ Police Academy

Attendance at the academy is a part of the Board’s training requirement. The Citizens’ Police Academy consists of fifteen (15) three-hour training sessions. These sessions included an overview of the Albany Police Department, including its command structure; patrol unit; and the Office of Professional Standards. As part of the training requirement, members are required to participate in a ride-along with an APD officer. The ride-along consists of a Board member riding with an APD officer during his/her work shift. This serves as an opportunity for the Board members to observe the interaction between the officers and the community.

During the second quarter of 2012, new Board members James (Mickey) Bradley, Maritza Martinez and Patrick Toye had enrolled and were participating in the Albany Citizens’ Police Academy.

Officers

During its twelfth year of operation, the Board’s officers were:

Chair	Reverend Edward B. Smart
Vice-Chair	Anthony Potenza
Secretary	Andrew Phelan, Jr.

During the first quarter of 2012, nominations were held for the positions of Chair, Vice-Chair, and Secretary pursuant to the Board's Bylaws (Art. IV, Section 1). Reverend Edward Smart was nominated for the Chair position. Anthony Potenza was nominated for the Vice-Chair position. Andrew Phelan, Jr. was nominated for the position of Secretary. The slate was presented, voted on, and approved unanimously at the Board's January 12, 2012 meeting. Reverend Edward Smart was re-elected as Chairman; Anthony Potenza was re-elected as Vice-Chair; and Andrew Phelan, Jr. was re-elected as Secretary.

Committees and Task Forces

First Quarter

At the CPRB's January 12, 2012 meeting, the Board agreed to keep the committee and task force list of Chairs and committee members the same. The Board also agreed that if a member is serving as Chair of more than one committee/task force that would only be a temporary assignment until new members are appointed to the Board.

The following committees and task force were operational and active in the Board's twelfth year of operation, with each Board member serving on at least one committee/task force:

<i>By-Laws and Rules</i>	Reverend Edward Smart (Chair) Anthony Potenza Akosua Yeboah
<i>Community Outreach</i>	Akosua Yeboah (Chair) Eugene Sarfoh Reverend Edward Smart (<i>ex-officio</i>) Maritza Martinez (<i>2nd Quarter through 4th Quarter</i>)
<i>Complaint Review</i>	Andrew Phelan, Jr. (Chair) Mickey Bradley (<i>commenced in 2nd Quarter</i>) Marilyn Hammond Maritza Martinez (<i>commenced in 2nd Quarter</i>) Anthony Potenza Eugene Sarfoh Reverend Edward Smart Patrick Toye (<i>2nd Quarter through 4th Quarter</i>) Akosua Yeboah
<i>Mediation</i>	Reverend Edward Smart (Chair) Anthony Potenza Mickey Bradley (<i>2nd Quarter through 3rd Quarter</i>) Akosua Yeboah (<i>2nd Quarter through 3rd Quarter</i>)

Police Department Policy Review/Recommendations Andrew Phelan, Jr. (Chair)
Jason Allen (*ended in 4th Quarter*)
Anthony Potenza
Reverend Edward Smart (*commenced in 2nd Quarter*)

Public Official Liaison Reverend Edward Smart (Chair)
Andrew Phelan, Jr.
Anthony Potenza
Akosua Yeboah

Task Force on Monitors Akosua Yeboah (Chair)
Marilyn Hammond
Reverend Edward Smart (*ex-officio*)

COMPLAINT REVIEW

Pursuant to Section II, Subsection I of the Board's Operating Procedures, each of the four (4) appointed members of the Committee on Complaint Review, in addition to the Chair of the Committee, shall be responsible for the presentation of a particular complaint to the Board at its regular, monthly meetings, as assigned by the Chair of the Committee.

The following Board members were appointed to serve on the Committee in the twelfth year of operation:

November 2011 Marilyn Hammond, Anthony Potenza, Eugene Sarfoh, Chairman Edward Smart, and Akosua Yeboah.

*December 2011** Marilyn Hammond, Anthony Potenza, Eugene Sarfoh, and Chairman Edward Smart.

January 2012 Marilyn Hammond, Andrew Phelan Jr., Anthony Potenza, Eugene Sarfoh, Chairman Edward Smart, and Akosua Yeboah.

February 2012 Marilyn Hammond, Anthony Phelan Jr., Anthony Potenza, and Chairman Edward Smart.

March 2012 Mickey Bradley, Marilyn Hammond, Maritza Martinez, Anthony Potenza, Chairman Edward Smart, and Patrick Toye.

April 2012 Mickey Bradley, Marilyn Hammond, Anthony Potenza, Chairman Edward Smart, and Patrick Toye.

May 2012 Mickey Bradley, Marilyn Hammond, Chairman Edward Smart, and Akosua Yeboah

June 2012 Mickey Bradley, Marilyn Hammond, Anthony Phelan Jr., Anthony Potenza, Eugene Sarfoh, and Chairman Edward Smart.

<i>July 2012</i>	<i>Marilyn Hammond, Maritza Martinez, Anthony Phelan Jr., Anthony Potenza, Eugene Sarfoh, Chairman Edward Smart, and Akosua Yeboah.</i>
<i>August 2012</i>	<i>The Board did not meet in August 2012.</i>
<i>September 2012</i>	<i>Marilyn Hammond, Maritza Martinez, Andrew Phelan Jr., Anthony Potenza, Eugene Sarfoh, Chairman Edward Smart, and Akosua Yeboah.</i>
<i>October 2012</i>	<i>Mickey Bradley, Marilyn Hammond, Andrew Phelan Jr., Anthony Potenza, and Chairman Edward Smart.</i>
<i>November 2012</i>	<i>Mickey Bradley, Marilyn Hammond, Andrew Phelan Jr., Anthony Potenza, Eugene Sarfoh, and Chairman Edward Smart.</i>

**Complaint review not assigned for month; Board members listed are those who reviewed complaints during that month's meeting.*

COMPLAINT REVIEW: SUMMARIES AND STATISTICS

Section 42-340C of Chapter 42, Part 33 of the Albany City Code charges the Board with providing “statistics and summaries of citizen complaints, including a comparison of [its] findings with the final determinations of the [Police] Department.”

First Quarter

The Board received five (5) new complaints in addition to its thirty-seven (37) active complaints and thirteen (13) suspended complaints. Monitors were appointed to investigate two (2) of the five (5) new complaints. Of the forty-two (42) complaints before the Board, the Board presented twelve (12) complaints for review and rendered findings for the allegation(s) contained in all twelve (12) complaints. These twelve (12) complaints were closed and contained a total of seventeen (17) allegations of misconduct. As to the twelve (12) complaints that were reviewed and closed, the Board made findings consistent with the preliminary findings of the Office of Professional Standards in all twelve (12) cases. Board action was taken in one (1) complaint, which was filed in the fourth quarter of 2011, because the complaint involved a public service officer (meter attendant) and not a police officer. The Board does not have jurisdiction over public service officers.

Second Quarter

The Board received fourteen (14) new complaints in addition to its twenty-eight (28) active complaints and sixteen (16) suspended complaints. Monitors were appointed to investigate eight (8) of the fourteen (14) new complaints. Of the forty-one (41) complaints before the Board, the Board presented seventeen (17) complaints for review and rendered findings for the allegation(s) contained in fifteen (15) complaints. These fifteen (15) complaints were closed and contained a

total of twenty-six (26) allegations of misconduct. As to the fifteen (15) complaints that were reviewed and closed, the Board made findings consistent with the preliminary findings of the Office of Professional Standards thirteen (13) cases. The Board took action was taken in two (2) complaints, where one complaint was tabled so a monitor could be assigned. One complaint was tabled for OPS to investigate the age of the victim to ascertain if there was an issue of standing in the case.

Third Quarter

The Board received seventeen (17) new complaints in addition to its twenty-five (25) active complaints and sixteen (16) suspended complaints. Monitors were appointed to investigate nine (9) of the seventeen (17) new complaints. Of the forty-one (41) complaints before the Board, the Board presented seventeen (17) complaints for review and rendered findings for the allegation(s) contained in thirteen (13) complaints. These thirteen (13) complaints were closed and contained a total of nineteen (19) allegations of misconduct. As to the thirteen (13) complaints that were reviewed and closed, the Board made findings consistent with the preliminary findings of the Office of Professional Standards in twelve (12) cases. The Board unanimously voted to not review four (4) complaints because they were not written on complaint forms and/or the Board previously reviewed, deliberated, voted on, and closed those cases.

Fourth Quarter

The Board received seventeen (17) new complaints in addition to its twenty-four (24) active complaints and seventeen (17) suspended complaints. Monitors were appointed to investigate eleven (11) of the seventeen (17) new complaints. Of the fifty-eight (58) complaints before the Board, the Board presented eleven (11) complaints for review and rendered findings for the allegation(s) contained in ten (10) complaints. The ten (10) complaints reviewed and closed contained a total of twenty (20) allegations of misconduct. As to the ten (10) complaints that were reviewed and closed, the Board made findings consistent with the preliminary findings of the Office of Professional Standards in all ten (10) cases. Board action was taken in one (1), where the one complaint was tabled so a monitor could be assigned.

Number of Complaints Filed

During its twelfth year of operation (November 1, 2011 to October 31, 2012), the Board received a total of fifty-three (53) new complaints (See Figure 1.) The Board received an average of four (4) complaints per month from November 2011 to October 2012. These complaints included those filed with the Board directly (filed either in person, by regular U.S. mail, or via facsimile) and those filed with the Board through the Office of Professional Standards (OPS).

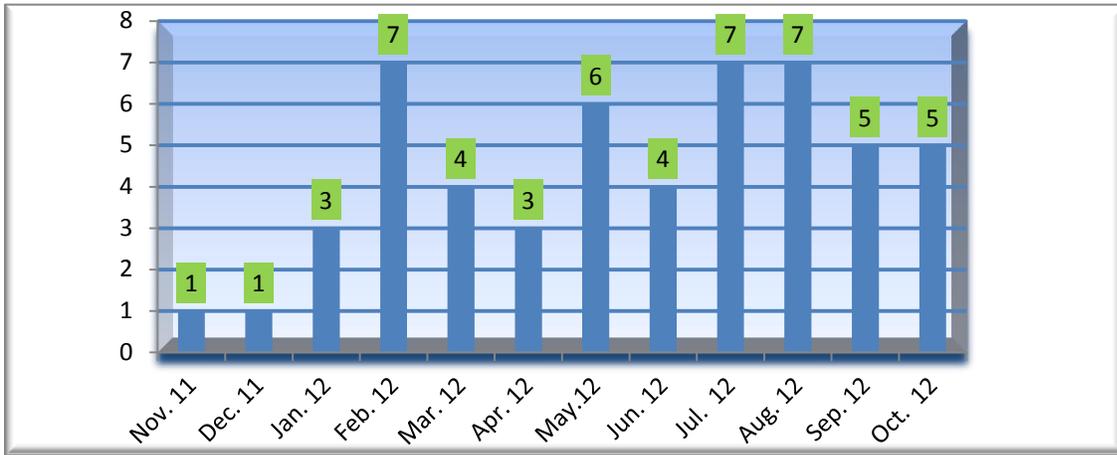


Figure 1: Monthly breakdown of complaints filed November 1, 2010 to October 31, 2012
Total fifty-three (53).

Since the Board’s inception (October 27, 2000 to October 31, 2012), the Board received a total of five hundred and seventy-five (575) complaints (See Figure 2.) The Board received an average of forty-eight (48) complaints per year. These complaints included those filed with the Board directly (filed either in person, by regular U.S. mail, or via facsimile) and those filed with the Board through the Office of Professional Standards (OPS).

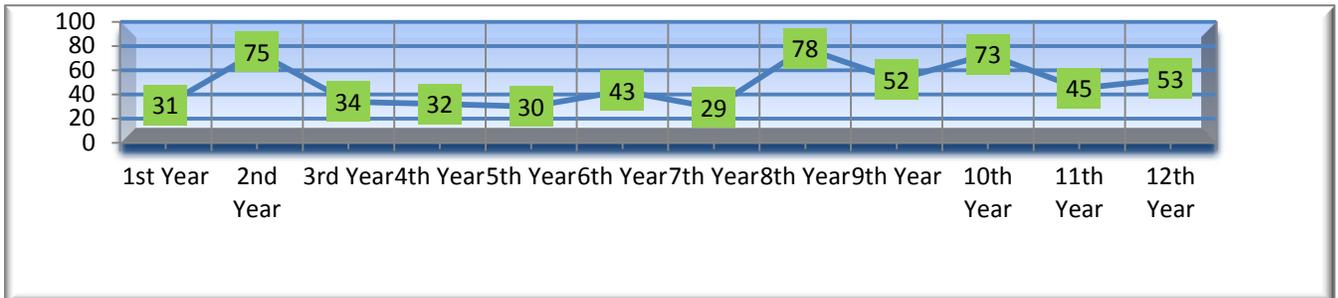


Figure 2: Yearly breakdown of complaints filed October 27, 2000 to October 31, 2012
Total five hundred and seventy-five (575).

Appointment of Monitors

Under § 42-343(B)(1) of the legislation, the Board is required to appoint an individual to observe and monitor the Office of Professional Standards’ investigation of a complaint “in the event the complaint alleges use of force or a violation of civil rights.” Of the fifty-three (53) complaints filed in the twelfth year, the Board appointed a monitor to observe the OPS’s investigation of thirty (30) complaints.

Race/Ethnicity and Gender of the Complainant and the Officer(s)

Complainants who file a Citizen Complaint Form with the Board may, at their option, include information relating to their race/ethnicity and gender. Of the fifty-three (53) complaints

filed with the Board in the twelfth year, twenty-four (24) contained information from the complainant regarding the complainant's gender; twenty-six (26) contained information from the complainant regarding the complainant's race/ethnicity; and twenty-four (24) contained information from the complainant regarding the complainant's gender and race/ethnicity. The twenty-four (24) identified complainants out of these fifty-three (53) complaints were comprised of: two (2) African-American females; nine (9) African-American males; four (4) Caucasian females; five (5) Caucasian males; two (2) Hispanic males; two (2) other males (See Figure 3).

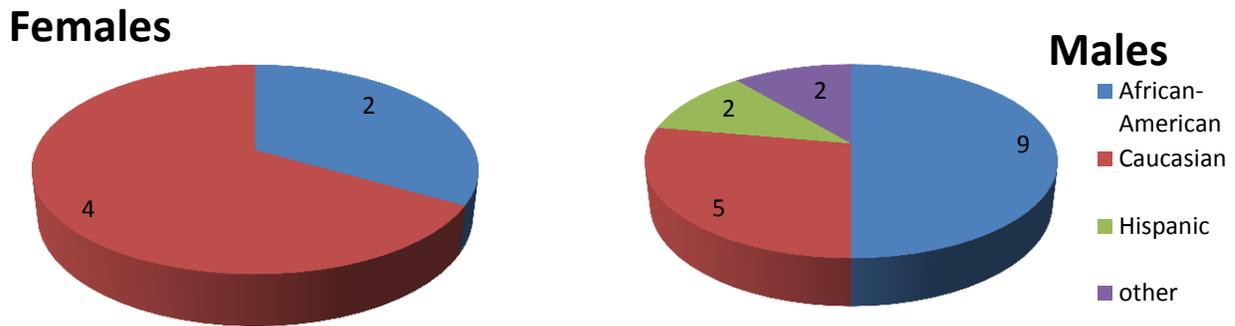


Figure 3: Race/Ethnicity and Gender of the Complainant

Of the fifty-three (53) complaints filed with the Board in the twelfth year, fifty-two (52) complaints were submitted on a complaint form; while one (1) complaint submitted a written complaint not using the Citizen Complaint Form. Of those fifty-three (53) complaints, twenty-seven (27) complainants chose not to submit information regarding their race/ethnicity and/or gender. In three (3) of the fifty-three (53) complaints, the complainants chose not to submit information regarding their race/ethnicity and/or gender and this information could not be determined based on language contained in the reports. In twenty-nine (29) of the fifty-three (53) complaints, the gender of complainant, sixteen (16) males and thirteen (13) females, were determined by language contained in the complaint form, the Office of Professional Standards' preliminary report, and/or the report of the monitor, if a monitor was assigned to the complaint.

In addition to the optional section provided for complainants, the Citizen Complaint Form provides a section for the complainant to enter descriptive information about the officer(s) who are the subject of the complaint. In this section, the complainant is asked to provide race/ethnicity and gender information about the officer(s), if known. Fifty-four (54)¹ police officer descriptions, including race/ethnicity and/or gender, were included within the fifty-three (53) complaints filed with the Board in the eleventh year.

Thirty-six (36) of the fifty-four (54) complaints filed with the Board included information about the police officer's gender provided by the complainants. Forty-four (44) of the fifty-four (54) police officer gender descriptions, however, were redacted by the Office of Professional

¹It should be noted that the Board is not privy to any information that would identify the officers who are the subject of a citizen complaint. Therefore, it is not known whether these fifty-four (54) police officer descriptions are of fifty-four (54) different officers or are of a number of the same officers.

Standards. Of the forty-four (44) police officer gender descriptions that were redacted, the gender of forty-three (43) officers (male) and one (1) officer (female), were assumed from the language contained in the complaint. Three (3) of the fifty-four (54) police officer gender descriptions were not redacted by the Office of Professional Standards. Of the three (3) police officer gender descriptions that were not redacted, the genders of two (2) police officers were male and one (1) police officer was female. Concerning the gender information of the four (4) police officers that was not provided by the complainant, the genders of four (4) male police officers were assumed from the language contained in the complaint.

The ethnicity/race of forty-five (45) police officers was provided by the complainants. Forty-three (43) of the forty-five (45) police officer ethnicity/race descriptions, however, were redacted by the Office of Professional Standards. Therefore, in those forty-three (43) descriptions, the ethnicity/race of the police officers could not be ascertained from the language contained in the complaints. The two (2) police officer ethnicity/race descriptions that were not redacted identified two (2) police officers as Caucasian.

Of the fifty-three (53) complaints filed with the Board in the twelfth year, descriptions regarding the race/ethnicity and/or gender for police officers in one (1) complaint were either not included or the information was unknown. Thirty-nine (39) police officer names were provided by the complainant, but were redacted by the Office of Professional Standards.

Allegations Contained in the Complaints

In the twelfth year of operation, the number of allegations was determined in forty-two (42) of the fifty-three (53) complaints filed with the Board. Twenty (20) of the fifty-three (53) complaints contained a single allegation of misconduct against an officer or officers of the Albany Police Department. Twenty-two (22) of the fifty-three (53) complaints contained multiple allegations, with a majority of these complaints containing an average of three (3) misconduct allegations. The allegations could not be determined for eleven (11) of the fifty-three (53) complaints filed with the Board, because no complaint form was filed for one (1) of those complaints; three (3) complaints were closed with no review; the Mayor suspended the review of seven (7) cases pending legal action therefore no OPS reports were reviewed by the GLC pending those suspensions; and OPS preliminary reports were not received yet during this annual year for one (1) of those complaints.

Eighty-one (81) allegations were made in the forty-two (42) complaints where allegations could be determined. Of the eighty-one (81) allegations, the Board identified seven (7) categories of allegations. Ten (10) sub-categories of allegations were also identified, one (1) of which fell under the category of Arrest Authority and Procedures, three (3) of which fell under the category of Call Handling, four (4) of which fell under the category of Unprofessional Conduct Standards, and two (2) of which fell under the category of Use of Force. In identifying these categories and subcategories of allegations, the Board accounted for the complainant's own classification of the allegations contained in his or her complaint.

Arrest Authority and Procedures	5
False/Illegal/Improper/Unlawful Arrest	2
Call Handling	10
Racial Bias	1
Failure to Complete Report/Investigate/Handle Report	2
Illegal/improper/ unlawful stop/ Detention/ questioning/ search/ harassment	3
Unprofessional Conduct Standards	15
Rude/Disrespectful	2
Derogatory/Inappropriate/Profane/Offensive/ Vulgar/Threatening/Racially-Biased/ Unnecessary Language	12
Harassment	2
Violation of civil rights	1
Use of Force	6
Excessive Use of Force	11
Unnecessary Use of Force	2
Violation of Civil rights	1
Evidence and property handling	3
Other – Department Vehicle Operations	1

Figure 4: Allegations Contained in Complaints Filed - Total 81

Figure 4 illustrates the allegations made in forty-two (42) identifiable complaints filed with the Board. Given that many of these complaints contained more than one allegation, the total number of allegations made is not equal to the number of complaints filed with the Board.

Nine percent (9%) of the allegations identified in the eighty-one (81) complaints filed with the Board were classified as arrest authorities and procedures.

Twenty percent (20%) of the misconduct alleged was classified as call handling. Call handling included: racial bias; improper handling of personal property; failure to complete report/investigate/handle report; and refusal of medical treatment.

Four percent (4%) of misconduct allegations were classified as evidence or property

handling.

Forty-two percent (42%) of the allegations identified in the complaints were classified as unprofessional conduct standards. Unprofessional conduct standards included allegations of rude/disrespectful behavior toward the complainant; language; harassment; civil rights violation; intimidation; racial bias; and unlawful ticketing. Language was identified as unnecessary, derogatory, inappropriate, profane, offensive, vulgar, threatening, or racially-biased.

Use of force accounted for twenty-three percent (23%) of the misconduct alleged. The use of force allegations were identified as excessive and unnecessary.

One percent 1% of the misconduct allegations were classified as other. This included department vehicle operations.

One percent (1%) of the misconduct allegations were classified as civil rights violations.

Suspension of Review

“Upon the written recommendation of the Corporation Counsel, the Common Council or the Mayor may suspend the [Board’s] review of any complaint where a separate criminal investigation is underway or where a civil action against the City is underway, or pending.” (See § 42-348). At the beginning of its twelfth year of operation, the Board had thirteen (13) suspended complaints, which were carried over from previous years of operation. Two (2) of the thirteen (13) suspended complaints were filed in the Board’s sixth year of operation (November 1, 2005 – October 31, 2006). Two (2) of the thirteen (13) suspended complaints were filed in the Board’s seventh year of operation (November 1, 2006 – October 31, 2007). Two (2) of the thirteen (13) suspended complaints were filed in the Board’s eighth year of operation (November 1, 2007 – October 31, 2008). Five (5) of the thirteen (13) suspended complaints were filed in the Board’s ninth year of operation (November 1, 2008 – October 31, 2009). Two (2) of the thirteen (13) suspended complaints were filed in the Board’s eleventh year of operation (November 1, 2010 – October 31, 2011). Four (4) complaints were suspended during the Boards twelfth year of operation (November 1, 2011- October 2012). The Board ended the year with seventeen (17) suspended claims.

Board and Police Department Findings

At the conclusion of the Office of Professional Standards’ investigation of a citizen complaint, the Police Department is required to submit a preliminary report of its findings to the Board. (See § 42-343(E)). Following its review and deliberation of a complaint, which may include, in appropriate cases: 1) review of the complaint, the OPS’s preliminary report, the monitor’s report, if one has been assigned to the complaint, transcripts, and any other information contained in the Board’s complaint file and the OPS’s investigative file, which is not confidential and/or otherwise protected by state, federal, local law, or by the collective bargaining agreement; 2) presentations made by monitors; and 3) questioning of detectives from the OPS and officers of the Police Department, the Board is authorized by § 42-343(F)(1) of the legislation to render a finding or findings on the complaint. The Chief of Police must then “review the Department’s preliminary report in light of the [Board’s] finding and . . . make the Department’s final

determination.” (See § 42-345).

2010-2011

In the Board’s eleventh year of operation, forty-five (45) complaints were filed with the Board. In addition, seventy-three (73) active complaints were carried forward from the Board’s tenth year of operation. The Board reviewed eighty-four (84) complaints and rendered findings for seventy-three (73) complaints. Five (5) of the eighty-four (84) complaints were reviewed by the Board more than once in the eleventh year. Sixty-six (66) of the eighty-four (84) complaints reviewed were previously not reviewed and were, therefore, carried forward into the Board’s eleventh year of operation. Out of the sixty-six (66) complaints that were carried forward from the Board’s tenth year of operation, the Board reviewed and rendered findings for all sixty-six (66) of those complaints. Two (2) complaints were filed in the eighth year and carried forward into the eleventh year; Seven (7) complaints were filed in the ninth year and carried forward into the eleventh year; and fifty-seven (57) complaints were filed in the tenth year and carried forward into the eleventh year.

Out of the forty-five (45) complaints that were filed in the Board’s eleventh year, the Board reviewed eight (8) and rendered findings for the allegations contained in seven (7).

2011-2012

In the Board’s twelfth year of operation, fifty-three (53) complaints were filed with the Board. In addition, forty-nine (49) active complaints were carried forward from the Board’s eleventh year of operation. The Board reviewed fifty-four (54) complaints and rendered findings for forty-five (45) complaints. Thirty-four (34) of the fifty-four (54) complaints reviewed were previously not reviewed and were, therefore, carried forward into the Board’s twelfth year of operation. Out of the thirty-four (34) complaints that were carried forward from the Board’s eleventh year of operation, the Board reviewed and rendered findings for thirty-three (33) of those complaints. Seven (7) complaints were filed in the tenth year and carried forward into the twelfth year; and twenty-nine (29) complaints were filed in the eleventh year and carried forward into the twelfth year.

Out of the fifty-three (53) complaints that were filed in the Board’s twelfth year, the Board reviewed twenty (20) and rendered findings for the allegations contained in twelve (12)

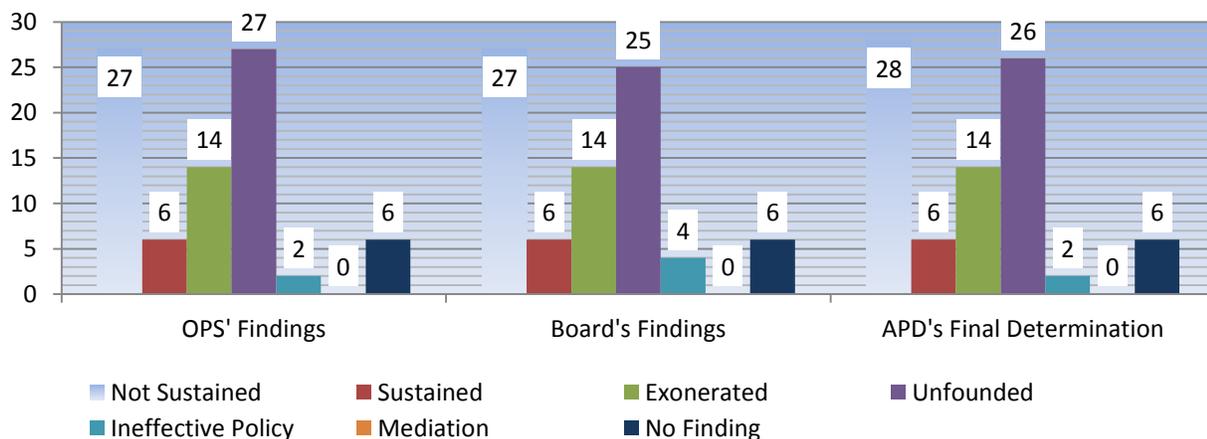


Figure 5: Comparison of the findings made by the Board and the findings made by the Police Department, including the preliminary findings of the Office of Professional Standards and the Albany Police Department’s final determinations (November 1, 2011 - October 31, 2012).

In its twelfth year of operation, since twenty-two (22) of the forty-five (45) complaints that were reviewed and closed contained multiple allegations of misconduct, the number of findings made is not equal to the number of complaints in which findings were rendered. The forty-five (45) complaints that were reviewed and closed contained a total of eighty-two (82) allegations of misconduct.

Further Investigation/Board Action

Under § 42-343(F)(2) of the legislation, the Board may, after its “review and deliberation of the preliminary report of the Department’s finding . . . request that Professional Standards conduct further investigation of the complaint.”

In its twelfth year of operation, of the fifty-four (54) complaints reviewed, the Board sent three (3) complaint reviewed back to the Office of Professional Standards for further investigation and/or because the motions made by the Board failed. These complaints involved five (5) allegations. The one (1) complaint was reviewed more than once during the twelfth year and closed.

CPRB No. 21-11/OPS No. CC2011-040 was initially reviewed by the Board in April 2012, motion made by the Board failed. A motion to assign a monitor passed. The complaint was table until the monitor could complete their report. This complaint was reviewed by the Board again in June 2012, where it was deliberated, voted on, and closed by the Board.

CPRB No. 18-12/OPS No. CC2012-038 was tabled by the Board in September 2012. The Board voted to assign a monitor and review the complaint once the monitor had completed their report.

CPRB No. 22-11/OPS No. CC2011-055 was tabled by the Board in March 2012. The complaint was sent back to the OPS to further investigate the age of the complainant. The OPS determined that a mother on behalf of her adult son filed the complaint. The Board discussed and agreed that as a third party, the mother had no standing to pursue the complaint. The Board voted to close this complaint without further review in June 2012.

Board action was taken on four (4) complaints during the Board’s twelfth year. These actions included the Board voting not to accept and review these four (4) complaints due to jurisdictional constraints. These complaints were made against entities where the Board does not have review power over.

Mediation

After a complaint is filed, § 42-346(C) of the legislation provides that “the complainant or officer may at any time in the review process utilize the [Board’s] mediation process . . . to resolve

the complaint. Additionally, the Board is authorized under § 32-343(F)(4) to refer the complaint to mediation following its review and deliberation of the Department’s preliminary report of its findings. In the twelfth year of operation, the Board did not forward any complaints to mediation.

Complaints Reviewed and Closed

At the close of its twelfth year in October 2012, the Board reviewed fifty-four (54) complaints and closed a total of forty-five (45). Figure 6 illustrates a monthly comparison of the number of complaints reviewed and closed by the Board between November 1, 2011 and October 31, 2012.

At the conclusion of the twelfth year of operation, the Board had not yet made findings with respect to forty-seven (47) complaints, thirty (30) of which are open and active complaints and seventeen (17) of which are complaints that have been suspended from the Board’s review. None of these forty-seven (47) complaints will be reported in the Board’s Twelfth Annual Report and, therefore, they all will be carried forward into the Board’s thirteenth year

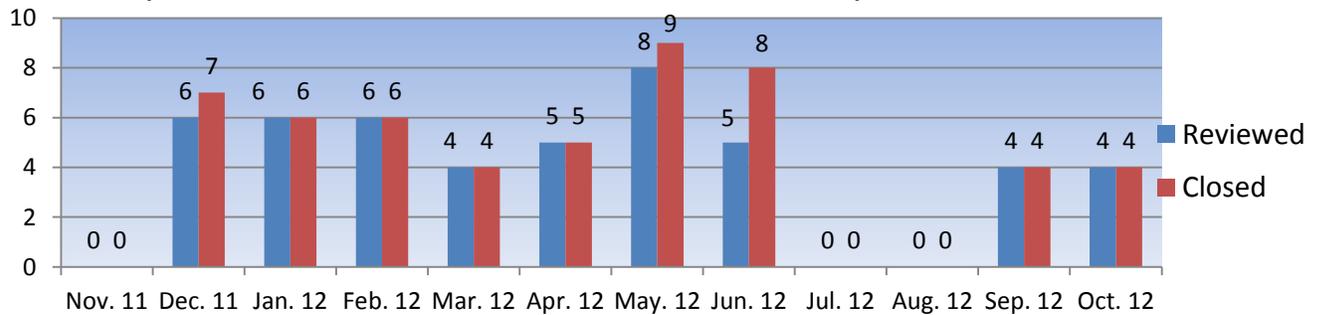


Figure 6: Monthly Comparison of Complaints Reviewed and Closed for the period November 1, 2011 to October 31, 2012.

GRIEVANCE FORM REVIEW: SUMMARIES AND STATISTICS

In its twelfth year of operation, the Board received ninety-five (95) new grievance forms from the OPS, in addition fifty-one (51) grievance forms that were received in its eighth year of operation, sixty-six (66) grievance forms that were received in its ninth year of operation, ninety-one (91) grievance forms that were filed in its tenth year of operation, and eighty-five (85) grievance forms that were filed in its eleventh year of operation. Out of the ninety-five (95) new grievance forms received from the OPS, twenty-seven (27) complaint forms were filed. Of the three hundred and eighty-eight (388) grievance forms received by the Board since the inception of the grievance form process, one hundred and six (106) complaint forms were filed.

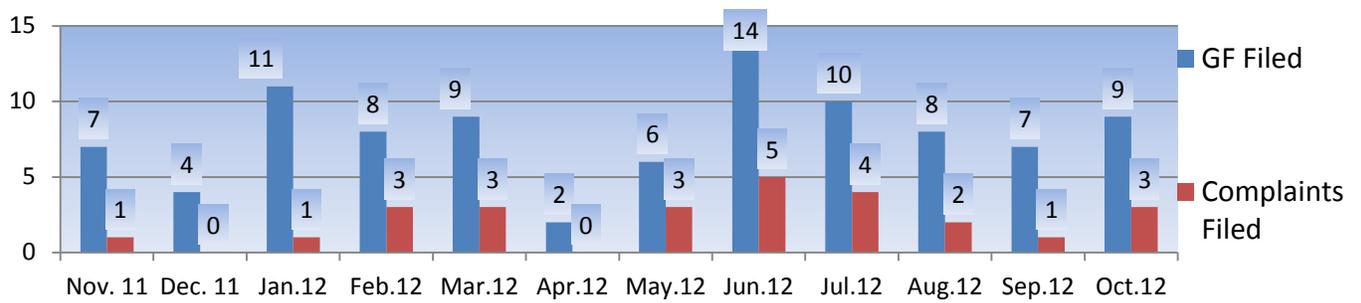


Figure 7: Monthly Comparison of Grievance Forms Filed and Complaints Filed for the period November 1, 2011 to October 31, 2012.

BY-LAWS AND RULES

First Quarter

The Board continued to wait on a response from the Albany Police Department’s Union pending the results of the Union election.

Second Quarter

During the Second Quarter of 2012, the By-laws and Rules committee held a meeting, however there were no new By-Laws or Rules written or voted on.

COMMUNITY OUTREACH

First Quarter

During the first quarter of 2012, Board member Akosua Yeboah conducted a CPRB educational presentation with the Center Square Neighborhood Association.

On January 25, 2012, the Committee conducted a presentation to members of the New York Civil Liberties Union (NYCLU). The Committee is in the process of looking into scheduling an informational session with the public. The Committee has also been busy with the drafting of new brochures. The brochures will be translated from English to Spanish and presented to the Board for final approval. The Committee also agreed to help Albany Common Council Public Safety Committee with the interview of new Board members.

Second Quarter

During the second quarter, the Committee translated the Board’s new brochures into Spanish and presented them to the Board for approval. The Committee also agreed to help Albany Common Council Public Safety Committee with the interview of new Board members. The Committee is also planning to have informational meetings with the University at Albany and other local schools.

Third Quarter

Committee Chair Akosua Yeboah attended a meeting with the local chapter of the NAACP.

The Committee translated and approved Spanish versions of the CPRB brochure and is working on translating additional brochures. The committee did have one meeting this quarter in which the potential for social media outreach was discussed. The potential to attend Albany Latin Fest and American Family Day were discussed as potential avenues for community outreach.

MEDIATION

Second Quarter

Chairman Edward Smart had some brief discussions with the Albany Police Department Union President about the proposed mediation program.

Board member Mickey Bradley became of member of the Mediation Committee.

Third Quarter

During the third quarter, there was a proposed resolution on mediation that had been agreed on by the APD and the police union. The resolution was forwarded to the Board's counsel for his review.

Fourth Quarter

The CPRB engaged in ongoing meetings regarding the mediation process. These meetings were attended by the Chief of Police, members of the Government Law Center (GLC), the Police Union, and the OPS. Materials for training and mediation protocols were being drafted by the Board's counsel.

PUBLIC OFFICIAL LIAISON

A meeting with the Common Council's Public Safety Committee and a meeting with Deputy Mayor Phil Calderone was held during the second quarter to update them on the Board's initiatives. The Committee met with Mayor Jennings in the fourth quarter to update him as well.

TASK FORCE ON MONITORS

Second Quarter

The Task Force met during the second quarter. At that meeting, policy and protocol were discussed. As a result of this meeting, there was a minor policy change as to how monitors are assigned to complaints.

REPORTS

In its twelfth year of operation, one (1) quarterly report was submitted to the Board for approval. The report detailed the activities of the Board and the Government Law Center during each time period covered. The Second Quarterly Report of 2011 was adopted by the Board before the close of the twelfth year. A copy of this report was submitted and filed with the Mayor, the Common Council, and the Chief of Police as required by § 42-340(c) of the City Code. Additional copies were forwarded to members of the public, community groups and organizations, and other interested parties on the Board's mailing list. This reports was also posted on the Board's website.

TRAINING

Section 42-339 of the legislation creating the Board requires that “the Government Law Center . . . provide, to [Board] members, and the members shall undergo continuing education on issues related to the interaction between civilians and police officers . . .”

In October 2012, Chairman Edward Smart, Board member Marilyn Hammond, Board Member Tony Potenza, OPS Detective Montalvo and Coordinator for the Board Sharmaine Moseley attended the Annual NACOLE Conference in San Diego, CA. The conference provided an opportunity for community members, practitioners of police oversight, and law enforcement officials to exchange information about police oversight and law enforcement accountability. Some of the issues discussed at the conference included: assessing the quality of an investigation; police interaction with people with mental illness.

On October 23 2012, new Board member David Rozen completed the GLC orientation.

MEETINGS OF THE BOARD

The Board met as a whole nine (9) times for the conduct of business in the twelfth year. The meetings held in the twelfth year of operation all took place at GWU the Center, 274 Washington Avenue, in the Teen Center Conference Room. There was a public comment period held at each of the monthly meetings, and the meetings were devoted primarily to the review of complaints and a discussion of committee activities. Due to conflicting summer vacation schedules, the Board did not meet during the months of July 2012 and August 2012. The Board did not meet as scheduled in November 2011.

The Board met as a whole two (2) times for the conduct of business during the first quarter. Meetings were held on December 8, 2011 and January 12, 2012. The Board met as a whole three (3) times for the conduct of business during the second quarter. Meetings were held on February 21, 2012, March 8, 2012, and April 12, 2012. The Board met as a whole two (2) times for the conduct of business during the third quarter. Meetings were held on May 17, 2012 and June 12 2012. The Board met as a whole two (2) times for the conduct of business during the fourth quarter. Meetings were held on September 13, 2012 and October 11, 2012.

GOVERNMENT LAW CENTER

Pursuant to the enactment of the legislation creating the Board in July 2000, the Government Law Center was retained by the City of Albany to provide a number of support

services to the Albany Citizens' Police Review Board. The Coordinator of the Board and support staff worked collaboratively during this year to prepare, submit, and file the Board's quarterly reports; organize and facilitate the Board's ongoing training program; coordinate the Board's public education/community outreach campaign and initiatives; provide staff support in preparation of, during, and following each of the Board's monthly meetings; handle all administrative matters relating to the complaint review process; and assist the Board in its day-to-day operations. These services are discussed in detail below.

First Quarter

During the first quarter of 2012, the Government Law Center engaged in the following activities as directed by the local law and pursuant to its contractual obligations with the City of Albany:

- Attended a meeting with the New York Civil Liberties Union (NYCLU) held at Albany Law School.
- Corresponded with representatives from the Albany branch the NAACP to attend that groups meeting in the second quarter of 2012.
- Drafted and forwarded correspondence to corporation counsel regarding potential breaches of confidence due to document loss brought on by natural disasters.
- Drafted correspondence to two (2) prisoners who requested information about the CPRB.
- The GLC scheduled a meeting with Chairman Smart to discuss the Board's subpoena powers. This meeting is scheduled to take place in the second quarter of 2012.
- Drafted and forwarded correspondence to complainant's whose complaints were closed due to jurisdictional constraints.
- Drafted and forwarded correspondence to Chief Steven Krokoff regarding CPRB No. 23-10/OPS No. CC2010-035.
- Drafted and forwarded correspondence to Chief Steven Krokoff requesting the APD's final determinations for complaints reviewed by the Board.
- Forwarded correspondence to the Board from Chief Steven Krokoff on the APD's final determinations for complaints reviewed by the Board.
- Notified organizations, community groups, and complainants of the Board's public meeting by posting a press release in City Hall, and sending out via mail and e-mail notices and press releases.

- Drafted and forwarded correspondence to the City regarding Freedom of Information Law (FOIL) requests.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Forwarded to the Board press clippings regarding the Albany CPRB.
- Continued the development of the CPRB electronic database.

Second Quarter

During the Second quarter of 2012, the Government Law Center engaged in the following activities as directed by the local law and pursuant to its contractual obligations with the City of Albany:

- Provided an orientation for the three (3) new members of the board. This orientation meeting was also given for the current board members as a refresher course.
- Received and forwarded to the Board and the Common Council the resignation correspondence of Board members Jason Allen and Lilian Kelly.
- Drafted and forwarded correspondence to complainant's whose complaints were closed due to jurisdictional constraints.
- Drafted and forwarded to the Board its Second Quarterly Report for 2011.
- Forwarded the Board's Second Quarterly Report for 2011 to its members, City of Albany public officials, and residents.
- Drafted and forwarded correspondence to Chief Steven Krokoff requesting the APD's final determinations for complaints reviewed by the Board.
- Forwarded correspondence to the Board from Chief Steven Krokoff on the APD's final determinations for complaints reviewed by the Board.
- Drafted and forwarded correspondence to Council member Anton Konev in response to his inquiries about CPRB No. 23-10/OPS No. CC2010-035.
- Drafted and forwarded correspondence to the City regarding Freedom of Information Law (FOIL) requests.
- Corresponded with NACOLE regarding the registration and attendance of Board members for the conference which will be held during the fourth quarter of 2012.

- Designing and ordering business cards for Board members.
- Attended an informational panel hosted at Albany law about racial profiling in the wake of the Travon Martin shooting.
- Drafted and forwarded to the Board for its approval, the Board's 2011 Second Quarterly Report.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Forwarded to the Board press clippings regarding the Albany CPRB.
- Continued the development of the CPRB electronic database.
- Notified organizations, community groups, and complainants of the Board's public meeting by posting a press release in City Hall, and sending out via mail and e-mail notices and press releases.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Forwarded to the Board press clippings regarding the Albany CPRB.
- Continued the development of the CPRB electronic database.

Third Quarter

During the third quarter of 2012, the Government Law Center engaged in the following activities as directed by the local law and pursuant to its contractual obligations with the City of Albany:

- Drafted and forwarded correspondence to complainant's whose complaints were closed due to jurisdictional defects.
- Received and forwarded to the Board and the Common Council the resignation correspondence of Board member Patrick Toye.
- Received correspondence from NACOLE regarding the Board's membership in that group. The correspondence included information about the conference and this information was forwarded to board members.

- Drafted and forwarded correspondence to Chief Steven Krokoff and Albany Housing Authority regarding CPRB No. 10-11/OPS No. CC2011-023 and Housing Authority policies.
- Drafted and forwarded correspondence to Chief Steven Krokoff requesting the APD's final determinations for complaints reviewed by the Board.
- Forwarded correspondence to the Board from Chief Steven Krokoff on the APD's final determinations for complaints reviewed by the Board.
- Drafted and forwarded correspondence to Council member Anton Konev in response to his inquiries about the 2011 Second Quarter report, including questions from specific CPRB cases.
- Drafted and forwarded correspondence to the City regarding Freedom of Information Law (FOIL) requests.
- Drafted and forwarded correspondence to two (2) citizens who filed claims with the Board against other police departments.
- Requested and scheduled meetings between the CPRB APD and Counsel Persons regarding the state of the mediation plan.
- Continued to assist in the development of CPRB Brochures in Spanish.
- Drafted and forwarded correspondence to the City of Spokane's Office of Police Ombudsman in response to a request for information regarding the CPRB.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Corresponded with the board regarding proper procedures to take when dealing with media outlets.
- Continued the development of the CPRB electronic database.
- Notified organizations, community groups, and complainants of the Board's public meeting by posting a press release in City Hall, and sending out via mail and e-mail notices and press releases.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Forwarded to the Board press clippings regarding the Albany CPRB.

- Continued the development of the CPRB electronic database.

Fourth Quarter

During the fourth quarter of 2012, the Government Law Center engaged in the following activities as directed by the local law and pursuant to its contractual obligations with the City of Albany:

- Organized a meeting on September 17 and October 2 between Chairman Edward Smart and Alysia Santo from times union for an interview about the CPRB process.
- Organized and provided Orientation training for David Rozen on October 23 2012.
- Drafted and forwarded to the Board its March 8 2012 minutes for review.
- Drafted and forwarded to the Board its April 12, 2012 minutes for review.
- Drafted and forwarded to the Board its May 17, 2012 minutes for review.
- Drafted and forwarded to the Board its June 12, 2012 minutes for review.
- Attended the 18th Annual NACOLE Conference in San Diego, CA, in October 2012.
- Drafted and forwarded correspondence to NACOLE regarding the Board member designated to exercise the CPRB's vote at its annual conference.
- Processed travel reimbursement for the three (3) Board members who attended the NACOLE Conference in San Diego, CA.
- Forwarded correspondence to the Albany Common Council and Mayor Jennings regarding the expiring terms of Chairman Edward Smart, Maritza Martinez, Andrew Phelan, and Akosua Yeboah.
- Drafted and forwarded correspondence to Chief Steven Krokoff requesting the APD's final determinations for complaints reviewed by the Board.
- Forwarded correspondence to the Board from Chief Steven Krokoff on the APD's final determinations for complaints reviewed by the Board.
- Notified organizations, community groups, and complainants of the Board's public meeting by posting a press release in City Hall, and sending out via mail and e-mail notices and press releases.
- Corresponded with the Citizens Network of Protection in Evanston, Illinois who had questions about how the CPRB operated and how board members were trained.

- Drafted and forwarded correspondence to the City regarding Freedom of Information Law (FOIL) requests.
- Forwarded the updated database scorecard and the grievance form chart to the OPS and members of the Board.
- Forwarded to the Board press clippings regarding the Albany CPRB.
- Continued the development of the CPRB electronic database.

Over the course of the Board's twelfth year, the Government Law Center also performed the following administrative tasks:

- Scheduled and revised the Board's 2012 Monthly Meeting Schedule;
- Arranged logistics for and coordinated regular monthly meetings, meetings with APD command staff, community outreach meetings, and NACOLE conference including: securing dates, times, and locations for each meeting, and providing notice to the affected parties and to the public;
- Arranged logistics for and coordinated committee/task force meetings, including: securing dates, times, and locations for each meeting, and preparing meeting materials;
- Arranged logistics for and coordinated new member orientation, including: securing dates, times, and locations for each session, and preparing materials;
- Arranged logistics for APD ride-alongs;
- Attended monthly meetings, committee meetings, task force meetings, orientation sessions, meetings with APD personnel and city officials, and an annual conference;
- Prepared and assembled regular monthly meeting packets for Board members, including: photocopying complaints, reports, and accompanying documents for review;
- Prepared a summary of new complaints filed with the Board for presentation by the Chair of the Committee on Complaint Review at each monthly meeting;
- Prepared findings forms for the recording of Board determinations by members of the Committee on Complaint Review at each monthly meeting;
- Reported all activities related to Board business at each monthly meeting;
- Recorded and transcribed the minutes of each monthly meeting;
- Forwarded complaint-related correspondence to Board members;

- Notified affected parties of Board findings, recommendations, and requests following each monthly meeting;
- Provided content for, updated, and maintained the Board's website to include new meeting minutes, new Board members, photographs of the Board, meeting schedule; and reports;
- Conducted a monthly accounting and inventory of complaints filed with the Board, including a summary of active and closed complaints, recommendations, and pending requests submitted to the Chief of Police, the Office of Professional Standards, and the Corporation Counsel's Office;
- Reported monthly complaint accounting and inventory to the Board at each of its meetings;
- Assisted with word processing and forwarding the Board's requests and recommendations to the Chief of Police; the Office of Professional Standards; and/or the Corporation Counsel's Office;
- Received and logged complaints and grievance forms;
- Opened and closed complaint files;
- Forwarded complainant related correspondence to Board members;
- Updated and distributed orientation materials;
- Updated and maintained the Board's website to include reports, new meeting minutes, new Board members, and the new meeting schedule;
- Maintained regular communications with Board members, the Albany Police Department and the Corporation Counsel's office;
- Answered inquiries from the community and the media about the Board and the complaint review process; *and*
- Forwarded complaint forms to complainants as requested.

CONCLUSION

The Board continued to be active in its twelfth year of operation. In its twelfth year, the Board re-elected Board officers; elected chairs and members for its committees and task force; continued to work collaboratively with the APD towards the enactment of the mediation program, , and the Early Warning System; revisited its operating procedures and brochures; served as guest lecturers to community-based organizations; reviewed fifty-four (54) complaints and closed a total of forty-five (45) of its active complaints; held nine (9) regular monthly meetings; held several committee/task force meetings and trainings; participated in the 2012 NACOLE Conference in San Diego, CA; reviewed and approved four (4) quarterly reports; reviewed and approved one (1)

annual report, and participated in meetings with the APD Command Staff, the Office of Professional Standards, the Albany Common Council's Public Safety Committee, and City officials.

After twelve years of operation, the Board remains dedicated to improving communication between the Police Department and the community; increasing police accountability and credibility with the public; and building upon and maintaining a complaint review process that is credible, impartial, and fair to all.

Respectfully submitted,

The Government Law Center of Albany Law School
Approved by and submitted on behalf of the
City of Albany Citizens' Police Review Board

Approved by the CPRB: September 11, 2014