



Meeting Minutes

General Government Committee

City Hall
601 4th Avenue E
Olympia, WA 98501
Information: 360.753.8244

Wednesday, April 28, 2021

5:30 PM

Online and Via Phone

Register to Attend:

https://us02web.zoom.us/webinar/register/WN_LhNpSdQTSdaHatUIYE3xFw

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. ROLL CALL

Present: 3 - Chair Renata Rollins, Committee member Yến Huỳnh and Committee member Dani Madrone

3. APPROVAL OF AGENDA

The agenda was approved.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

- 5.A** [21-0411](#) Approval of April 14, 2021 General Government Committee Meeting Minutes

The minutes were approved.

6. COMMITTEE BUSINESS

- 6.A** [21-0397](#) Police Auditor's Quarterly Report

Police Auditor Tara Parker presented her first quarterly report. Committee members asked clarifying questions.

The report was received.

- 6.B** [21-0396](#) Approval of Police Auditor Communication and Reporting Protocols

Assistant City Manager Debbie Sullivan presented a draft plan regarding communication and protocols for the Police Auditor.

The schedule includes:

A monthly status report during the reports and updates portion of the General Government Committee meeting will be presented by Assistant City Manager Sullivan. and will include use of force reports, complaints and recommendations for further action. The report will then be distributed to the City Council, City Manager and Police Chief.

A quarterly report will be presented to the General Government Committee by the Police Auditor. The report will include types of complaints; summary of use of force statistics; when additional investigations were requested and the Police Departments responses and the findings of each case that was audited; summaries of data in graphic and narrative form; key trends and patterns and recommendations for revisions to policy and practice. The report will then be distributed to the City Council, City Manager and Police Chief and posted on the City website.

Mid-year and annual reports will be presented to the City Council by the Police Auditor. The report will include a summary of use of force statistics; when additional investigations were requested and the Police Departments responses and the findings of each case that was audited; whether the internal investigations met Department standards; summaries of data in graphic and narrative form; analysis of key trends and patterns; recommendations for revisions to Department policies and practice. The report will then be distributed to the City Council, City Manager and Police Chief and posted on the City website.

For matters of immediate concern, the Police Auditor will immediately notify the City Manager and Police Chief. The City Manager will then notify the General Government Committee.

Committee members asked clarifying questions.

The decision was approved.

6.C [21-0395](#) Parking and Business Improvement Area Advisory Board Update

Parking and Business Improvement Area (PBIA) Staff Liaison Max DeJarnatt and PBIA Board Chair Danielle Ruse gave an update on the Board's activities.

Committee members asked clarifying questions.

The discussion was completed.

6.D [21-0412](#) Downtown Ambassador Update

Economic Development Director Mike Reid gave an update on the Downtown Ambassador program.

Committee members asked clarifying questions.

The report was received.

7. REPORTS AND UPDATES

Strategic Communications Director Kellie Purce Braseth shared an update on the scheduling of advisory committee interviews.

Committee member Madrone noted there is work being done by Councilmembers regarding a form for the City Manager's upcoming performance evaluation.

8. ADJOURNMENT

The meeting adjourned at 8:18 p.m.