

# CITY OF BEMIDJI COMMUNITY AND POLICE ADVISORY BOARD

## **Member Expectations**

Board Members should have an interest in strengthening community and police relationships. Board Members should be representative of the City of Bemidji and that representation should strive to include diversity. Board Members should include city residents, representatives from the business communities, spiritual communities, faith organizations, service organizations and educational groups in the City of Bemidji. Efforts will be made to ensure diversity and representation from every city ward.

## **Member Application and Appointment Process**

Citizens wishing to be a member of the Board shall complete an application, participate in an interview process (comprised of the City Manager, Mayor, and Councilmember At Large) and a criminal background investigation. Disqualifying items may include charges or convictions related to felony or gross misdemeanor; drug sales or possession, maltreatment of a vulnerable adult, assaults, criminal sexual conduct, obstructing the legal process, theft, burglary, robbery, or financial crime.

## **Member Term and Time Commitment**

The term of each Board Member shall be three years. No Board Member may serve more than two (2) consecutive terms. After the initial appointment of original members\*, all appointments shall be three-year terms. *(\*There shall be three initial one year terms, three initial two year terms and three initial three year terms which will be selected through a randomized process. \*)*

The Board shall have at least four regular meetings each year which will be set during the January annual meeting. Special meetings may be called by the Board Chair when deemed necessary. Every board member is expected to attend at minimum 75% of all meetings each calendar year. Board Members who are unable to meet the minimum attendance requirement may be removed from the board by a majority vote of the Bemidji City Council. Additionally, Board Members must complete eight (8) hours of ride-a-longs with the Bemidji Police Department within three (3) months of appointment

## **Member Duties**

The Board may review police-related incidents in accordance with Minnesota data privacy laws and may provide feedback to the Bemidji Police Department in light of community expectations. The Board will not receive or review complaints initiated against police personnel and shall have no authority to investigate or otherwise participate in personnel matters involving specific police personnel in accordance with Minnesota Statutes, Bemidji Charter, Bemidji Personnel Policies and Bemidji Police Union Contracts. The Board will not participate in, or review any civil or criminal litigation.

The duties of the Board shall include advising and making recommendations to the Chief of Police regarding issues concerning public safety and police services within the City of Bemidji; other duties may include:

- a. Serve as liaison between the police and our community to enhance the relationship.
- b. Listen carefully to community opinions and needs, then discuss these with the Bemidji Police Chief.

- c. Bring community perspectives and recommendations to the Bemidji Police Chief regarding procedures, technology, and engagement.
- d. Work collaboratively with the Bemidji Police Chief to seek solutions regarding community issues.
- e. Assist in community outreach and public relations events promoting awareness of the Bemidji Police Department, services, policies and programs including; crime prevention, traffic safety, animal control, and other topics.
- f. Host community meetings to listen and answer questions with neighborhood groups.
- g. Recommend and identify training opportunities for law enforcement personnel.
- h. Participate in trainings and ride-alongs to gain knowledge about this profession.

#### **Member Conflict of Interest**

If a member of the Board has a conflict of interest with regard to any proposal brought before the Board, that conflict is to be declared when the proposal is first discussed. When a conflict of interest occurs, the Board Member shall refrain from ranking or voting on the proposal and shall refrain from advocating for the proposal in any discussion by the Board.

#### **Member Compensation**

Board members will serve without compensation.