



**Community Appeals Board
City of Dayton
Mediation Center Training Room
February 3, 2026
5:30 PM – 7:30 PM
Meeting Minutes**

- I. Call to Order
- II. Welcoming Remarks
 - Introductions
 - Non-Board and Ex-Officio Members: Verletta Jackson, Chief of Staff, City Commission Office; Norma Dickens, Senior Attorney, Department of Law; Lamonte Hall, Jr., Executive Director, Miranda Brooks, Justice & Inclusion Administrator, Human Relations Council; Jasmine Corrie Jones, Independent Accountability Auditor, Frost Brown Todd Attorneys; Chief Kamran Afzal, Andy Sexton, General Counsel, Dayton Police Department; Sergeant Jonathan Rudy, Lieutenant Steven Bauer, Dayton Police Department Professional Standards Bureau.
- III. Order of Business
 - Roll Call (HRC)
 - Present
 - Brandon McClain, Chair
 - Stanley Hirtle, Vice Chair
 - Dr. Howard Jordan, At Large
 - Terrilynn Griffith, At Large
 - Rev. Dr. David Fox, At Large
 - Not Present
 - Catherine Hall, At Large
 - Dr. Gabriela Pickett, At Large
 - Quorum – Met.
 - Approval of Minutes – November 11, 2025, and December 2, 2025
 - A motion was made by Rev. Dr. David Fox, seconded by Terrilynn Griffith, and carried to approve the Minutes of the November 11, 2025, and December 2, 2025, Community Appeals Board meetings.

IV. Appeal

- Community Appeals Board Case No. #2025-04, Levar Williams
 - The Board addressed the appeal filed by Mr. Williams. Staff reported that the Appellant did not appear for the scheduled hearing despite prior communication attempts. It was noted that this was the second scheduled hearing at which the Appellant did not appear, and that communication from the Appellant had been limited. Board members discussed procedural considerations, including the absence of testimony from the Appellant. Legal counsel advised that discussion of the merits of the case would not be appropriate in the Appellant’s absence and recommended dismissal without prejudice to maintain procedural fairness.
 - A motion was made by Rev. Dr. David Fox, seconded by Stanley Hirtle, and carried to dismiss without prejudice the Community Appeals Board Case No. #2025-04 for Levar Williams.

Brandon McClain	Aye
Stanley Hirtle	Aye
Dr. Howard Jordan	Nay
Terrilynn Griffith	Aye
Rev. Dr. David Fox	Aye

V. Old Business

- Community Appeals Board Case No. #2025-01, John Campbell
 - The item was included on the agenda for the Board’s awareness of the City Commission’s response to prior policy recommendations. No action required or taken.
- Community Appeals Board Case No. #2025-03, Nicholas Jones
 - Following the Board’s non-concurrence with DPD’s finding on Complaint #3, staff prepared draft policy recommendations reflecting Board input and revisions. The final recommendations will be submitted to the City Commission for response.

VI. New Business

- 2025/2026 Annual Commission Report
 - Staff advised that preparation of the 2025–2026 Annual Commission Report is forthcoming and placed the item on the agenda to discuss Board collaboration. Staff will circulate a blank presentation template and provide the most recent Commission report for reference. Members agreed that reviewing the prior report would be a helpful starting point.
 - The Board also reconfirmed its case-numbering convention, noting that cases are designated by the year received rather than the year heard.

- Upcoming Appeals
 - Staff confirmed that no new appeals have been received to date. Several findings letters have recently been issued by PSB, which may result in future appeals.
 - Staff also noted a recent process improvement in which a designated DPD staff member now centrally distributes PSB findings letters to community members while simultaneously notifying Mediation Liaison Janet Mueller when findings letters are mailed. This notification alerts Janet to the potential for future appeals based on the issuance of those letters, and that information is then shared with HRC staff during a regularly scheduled CAB check-in meeting. Staff further confirmed that the mailed letters include information explaining how to file an appeal with HRC.

- General Board Discussion
 - Board Attendance and Recruitment
 - The Board discussed attendance concerns related to Dr. Gabriella Pickett, noting that she has missed multiple meetings with limited communication despite outreach efforts. Members acknowledged concern for her well-being while also recognizing the operational impact of prolonged absence.
 - It was noted that the issue has previously been discussed, including with Commissioner Joseph, and that Lamonte is drafting proposed language and process guidance regarding potential next steps. The Board reviewed applicable authority and clarified that while the ordinance does not establish a specific attendance threshold, it does provide removal authority for reasons such as incompetence, neglect of duty, misconduct, or malfeasance, which may apply in cases of repeated non-participation.
 - Members also discussed recruitment and retention challenges for certain designated seats, including positions intended to represent specific professional or demographic perspectives. It was noted that some potential candidates may have misconceptions about the Board's role or process, highlighting the importance of clear communication regarding the Board's purpose and function.
 - Public Awareness, Process, and Policy
 - The Board discussed concerns regarding the flow of police-related complaints and public awareness of available appeal processes. A member involved in community-based complaint intake noted receiving Dayton PD-related concerns through other channels and questioned whether residents are fully aware of CAB as an available forum.
 - Members observed that public awareness of HRC and CAB may be limited and emphasized the importance of strengthening education and outreach efforts. Discussion included the need to clarify individuals' rights, outline appeal procedures, and provide information about available resources when CAB may or may not be the appropriate forum.
 - The Board identified several procedural areas where additional clarity may be beneficial, including:

- Providing written guidance to appellants regarding post-hearing expectations and timelines
- Clarifying how non-appearance at scheduled hearings should be addressed while preserving discretion
- Improving explanations of what outcomes CAB can and cannot provide
- Members acknowledged recent improvements to PSB findings letters that now include appeal rights and filing instructions. However, the Board noted that residents may still benefit from clearer explanations regarding the scope and limitations of the appeals process.
- Overall, members expressed interest in reviewing and potentially updating bylaws or related guidance documents to clarify attendance standards, dismissal procedures, communication practices, and other process-related issues while maintaining fairness and transparency.

○ Community-Police Relations

- Members reflected on the role of relationship-building in police–community interactions. Discussion included observations about prior district- or beat-based policing models that emphasized familiarity and local engagement, as well as changes in current patterns that may limit opportunities for relationship-building. Members discussed how familiarity, communication style, discretion, and duration of interactions may influence community perception, even when actions are lawful and policy-compliant.

VII. A motion was made by Terrilynn Griffith, seconded by Dr. Howard Jordan, and carried to adjourn the February 3, 2026, Community Appeals Board meeting.