

BEFORE THE CITY COMMISSION OF THE CITY OF GREAT FALLS, MONTANA

In the Matter Creating)
A Great Falls Police Department) RESOLUTION 9555
Advisory Board)

Whereas, The Police Department has been working closely with the community for several years and feels that an advisory board will be a great extension of the commitment to work with our community to reduce crime and fear of crime; and

Whereas, The establishment of this Board also fits into CALEA accreditation guidelines; and

Whereas, The Great Falls Police Department believes that more citizen input is vital in today's policing efforts in community safety and requests the City Commission establish a citizen advisory board; and

Whereas, The mission of the Advisory Board is to represent the Great Falls community to the Great Falls Police Department as advisors for the Chief of Police; and

Whereas, The board will have a number of duties as they relate to police/community relations, planning, police programming, and public education.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COMMISSIONERS OF THE CITY OF GREAT FALLS, MONTANA THAT

A Great Falls Police Department Advisory Board is hereby created and that the make-up of the 14-member board shall be:

- Each neighborhood council (9)
- Malmstrom Air Force Base (1)
- The Native American Local Government Commission (1)
- 2 Individuals representing different minority groups (2) and,
- A youth, chosen (for their leadership abilities) by the Great Falls School District (1).

The purpose and function of the board shall be to advise the Police Department on community relations, planning, police programming and public education.

The mission, structure, duties and responsibilities of the Great Falls Police Department shall be as depicted in Exhibit A.

PASSED by the Commission of the City of Great Falls, Montana, on this 7th day of March, 2006.

Dona R. Stebbins
Mayor

ATTEST:

Peggy J. Bourne, City Clerk

APPROVED FOR LEGAL CONTENT:

David V. Gliko

State of Montana)
County of Cascade : ss
City of Great Falls)

I, Peggy J. Bourne, City Clerk of the City of Great Falls, Montana, do hereby certify that the foregoing Resolution 9555 was placed on its final passage and passed by the Commission of the City of Great Falls, Montana, at a meeting thereof held on the 7th day of March, 2006, and signed by the Mayor of said City on the 7th day of March, 2006.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said City this 7th day of March, 2006.

Peggy J. Bourne, City Clerk

(SEAL OF THE CITY)

Mission of the Advisory Board

To represent the Great Falls' community to the Great Falls Police Department as advisors for the Chief of Police. The board will have a number of duties as they relate to police/community relations, planning, police programming and public education.

Compensation

No member of the Board shall receive compensation for services performed.

Duties of the Board

- A. The duties of the Board shall include, but not be limited to, advising and making recommendations via the Chief of Police on issues concerning public safety and police services within the City, such as:
1. The enhancement of police-community relations;
 2. To review and provide a community perspective and recommendations concerning procedures, programs, and the effectiveness of the police service;
 3. To promote public awareness of the City's police services and programs including, but not limited to, business and residential community safety, crime prevention programs, and general police activities;
 4. To hold public meetings from time to time to solicit public input regarding police services and programs;
 5. To serve as a liaison between the Police Department and the Community;
 6. To encourage individuals and community groups to assist the Police Department in the implementation of police programs and services; and
 7. To review and make recommendations concerning such other and further matters as may be referred to the Board, from time to time, via the Chief of Police, by the City Manager, the City Commission or the Chief of Police.
- B. The Board shall make an annual report to the City Manager, Mayor and City Council regarding its activities.
- C. Notwithstanding, the duties of the Board shall have no power or authority to investigate, review, or otherwise participate in matters involving specific police personnel or specific police-related incidents. The Board in no way shall receive or stand in review of complaints initiated against personnel of the Police Department, nor play any role in civil or criminal litigation.

Membership

The citizen advisory board made up of fourteen representatives which will be recommended from:

- Each neighborhood council
- Malmstrom Air Force Base
- The Native American Local Government Commission
- 2 Individuals representing different minority groups
- A youth, chosen (for their leadership abilities) by the Great Falls School District.

Officer Responsibilities

- A. Chair Person shall preside at meetings of the Board and Executive Committee; appoint sub committees as needed and has general supervision of the operation of the Board. The chair shall be an ex-officio member of all committees formed by the Board. The Chair shall transmit to the Board for its approval or disapproval all ideas and plans proposed by the Executive Committee which affect the Board or its members; and shall take no action binding upon the Board without specific prior authorization.
- B. Vice-Chair Person shall preside in the absence of the Chair, and performs duties assigned by the Chair.
- C. Secretary shall preside in the absence of the chair and Vice-Chair, and performs duties assigned by the Chair as well as keep minutes and prepare written communication for the Board.

Meetings and Procedure

- A. The Board shall have at least one regular meeting every two months on such day of the month and at such time as may be determined by the Board. Special meetings may be held as often as the Board deems necessary. All meetings of the Board shall be open to the public, except as otherwise provided in the Montana Open Public Meeting law. (2-3-203), 2005 MCA.
- B. For purposes of conducting the Board's business, exercising its powers and for all other purposes, a quorum of the Board shall consist of seven or more members. Any action taken by a majority of those present, when those present constitute a quorum at any regular or special meeting of the Board, shall be deemed and taken as the action and decision of the Board.
- C. The Board shall elect such officers, as it deems necessary in order to conduct its business. The Board shall adopt such rules of procedure, as it deems necessary.
- D. The Board shall tape record or keep minutes of all meetings held and all business transacted. All records of the Board shall be open for public inspection, except those that may be exempt from public disclosure under State law. Minutes shall be distributed, at a minimum, to the members of the Board, the Chief of Police, the City Manager and City Commission.

Confidentiality Statement

From time to time members of this Board may become aware of sensitive law enforcement information and they must keep this information in strict confidence. Releasing any information to other persons or public may be used as grounds for removal from the Board. All members will be required to sign a Confidentiality Statement.

Severability

If any section, subsection, paragraph, sentence, clause or phrase of this resolution or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this resolution or its application to any other person or situation.