



POLICE ADVISORY BOARD MEETING

The Police Advisory Board (PAB) Meeting was held on March 20, 2025 at 7:03 p.m. at the Dover Police Department in the James L. Hutchison Public Assembly Room with Chairperson Rev. Dr. Carol Boggerty presiding. Members of the PAB in attendance were Dr. Charlisa Holloway-Edelin, Mr. Victor Giangrant, Mr. Jason Williams Mr. Arqum Rashid (departed at 8:04 p.m.) Mr. Robby Sheehan & Mr. Waverly Debraux, Mr. Horacio Garcia-Korosec, Ms. SuNora Lewis Dr. Chanda Jackson, Mrs. Courtney Ford & Ms. Felicia Toppin were absent.

Ex-Officio Members in attendance Chief Thomas A. Johnson, & Sgt. Ian Thompson (Dover Police Department) & Deputy Chief David E. Spicer (Delaware State University).

PUBLIC COMMENT PERIOD

The Public Comment Period was held at 7:03 PM prior to the commencement of the Police Advisory Board Meeting. Mr. Christopher Asay, Member of the League of Women Voters and the Chair of the Criminal Justice Reform Committee voiced his praise regarding the newly configured chair/table set up, stating it is easier to read name plates of the board members and easier to hear.

ADOPTION OF AGENDA

Rev. Dr. Boggerty asked that due to the absence of Mrs. Ford, that the agenda be amended to table item #8 Brochures, Advertisement, etc. & Suggestions to Promote and Educate the Public on the Police Advisory Board – Courtney Ford, moved by Mr. Sheehan, seconded by Dr. Holloway-Edelin and unanimously carried (Mr. Horacio Garcia-Korosec, Ms. SuNora Lewis Dr. Chanda Jackson, Mrs. Courtney Ford & Ms. Felicia Toppin were absent).

ADOPTION OF MINUTES – MARCH 20, 2025 POLICE ADVISORY BOARD MEETING

Mr. DeBraux moved to approve the minutes of the January 16, 2025 Police Advisory Board Meeting, seconded by Dr. Holloway-Edelin and unanimously carried (Mr. Horacio Garcia-Korosec, Ms. SuNora Lewis Dr. Chanda Jackson, Mrs. Courtney Ford & Ms. Felicia Toppin were absent).

GUEST SPEAKER – CAPTAIN RANDY ROBBINS –DOVER POLICE DEPARTMENT – OFFICE OF PROFESSIONAL STANDARDS

Captain Robert Roswell, on behalf of Captain Randy Robbins, referred to a PowerPoint Presentation (Attachment #1). Responding to Mr. Debraux, Captain Roswell stated that with the Chief's permission, there could be more than one 30 day extension (from the original 90 day length of investigation) for a complaint.

Chief Johnson mentioned that, during police reform updates, there was a clause that allowed the complainants to know the findings of the investigation.

Responding to Mr. Sheehan, Captain Roswell stated that the Internal Affairs Lieutenant is the decision maker and that the Chief and the Deputy Chief have no bearing on the investigation as they should have no influence on the decision that is made. The findings are presented to the Deputy Chief who then agrees/disagrees and then the process moves to the Chief for the final decision.

Captain Robbins mentioned that anonymous complaints, although harder to investigate and/or follow up with, are welcome, Captain Roswell responded that alternative options are given to those that might not want to walk thru the department, stating that there is a side door to the police department that leads direct to the Internal Affairs Office and meetings via phone are also available. It was further mentioned that there is an option that complainants can upload video files direct to evidence.com.

Chief Johnson mentioned that if the Complainant is not satisfied with the decision, their next step would be the civil arena. Chief Johnson further stated that if the complaint against an officer was sustained, their next step is a Professional Standards Board comprised of high ranking officers from other departments. Chief Johnson commented that once a decision is made, if the officer chooses to have a board, the Chief is not obligated to keep the same level of punishment if the board also sustains the complaint; he has the option to increase the level. He also stated that most officers only chose the board hearing if the punishment is termination, as they have nothing to lose at that point.

DISCUSSION OF COMPLAINT FORM CONTENT, HOW THEY ARE RECEIVED AND DISSEMINATED

Responding to Rev. Dr. Boggerty, Ms. Rebecca McNamara, Office Administrator and Assistant to the Chief of the Dover Police Department, stated that the I.T. Department was still working on an email address for the Advisory Board that would go directly to the Co-Chairs and herself, for complaints, etc.

DISCUSSION ON NON-DISCLOSURE CLAUSES IN LAWSUIT SETTLEMENTS INVOLVING DOVER POLICE DEPARTMENT

Dr. Holloway-Edelin mentioned that non-disclosure clauses are often done if a settlement is reached in a lawsuit. She stated that they are fairly common and benefit both parties. Dr. Holloway-Edelin added that although the details of the case/settlement are not public knowledge, she felt that the Police Advisory Board should be advised of the case in an executive session. Chief Johnson stated that he felt a legal opinion was needed on what, if any, aspects of a case could be discussed by the Police Department and that he would not be able to stop someone from outside the agency coming before the board to discuss a case, but they could be in violation of the non-disclosure clause.

IDEAS ON HOW TO PROMOTE YOUTH PARTICIPATION IN THE LOCAL SCHOOLS – WAVERLY DEBRAUX

Mr. Debraux stated he visited one of the Deans at Dover High School and they have an organizational fair and that the Board could have a table there. He thought that would be a way to get the students involved. He further stated, as time allows, he would visit the guidance offices for ideas as well. He further mentioned that he would make more contacts with other schools and have an update at the next meeting. Mr. Jason Williams stated that there are events at Delaware State University that are options as well. Ms. McNamara reminded everyone that a quorum notice must be done for any public events that the board is attending.

BROCHURES, ADVERTISEMENT, ETC. & SUGGESTIONS TO PROMOTE AND EDUCATE THE PUBLIC ON THE POLICE ADVISORY BOARD – COURTNEY FORD - TABLED UNTIL THE APRIL 17, 2025 MEETING

Rev. Dr. Boggerty allowed Mr. Sheehan to present a poll (attachment #2) that he constructed to present in both paper and online form that went along with the brochures, advertisements & suggestions that was to be presented. Mr. Williams moved to accept the form as presented with the removal of the open ended questions, seconded by Mr. Debraux and unanimously carried (Mr. Horacio Garcia-Korosec, Ms. SuNora Lewis Dr. Chanda Jackson, Mrs. Courtney Ford & Ms. Felicia Toppin were absent, Mr. Arqum Rashid (departed at 8:04 p.m.).

DISCUSSION ON PAB MEMBER ATTENDANCE AT LOCAL EVENTS

Sgt. Thompson presented several annual events that are usually held in the City of Dover (attachment #3). After much discussion, it was determined that the board would attend at least the Dover Days Event. and would discuss other events as they approach. Mr. Williams presented options available at the Delaware State University for the Board to look over as well (attachment #3). Ms. McNamara reminded everyone that a quorum notice must be done for any public events that the board is attending.

UPDATES FROM AGENCY CHIEFS

Deputy Chief David Spicer mentioned that the Delaware State University Police Department was working on State Accreditation and expected that to be completed in 2026. He further mentioned that they are looking to hire four (4) new Officers. He announced the Spring Fling is from April 22 thru April 24, 2025 and Commencement was scheduled for May 9, 2025. Deputy Chief Spicer also stated that the University is looking to upgrade technology which could include increased video surveillance, vehicle recognition and weapon detection. Chief Johnson mentioned that he would be presenting the 2024 Annual Report for Dover Police Department on March 24, 2025 at the City Council Meeting.

Rev. Dr. Boggerty announced that she attended the Dover Police Department Municipal Recruit Graduation on March 14, 2025 and offered praise for the ceremony.

ADJOURNMENT

The meeting adjourned at 8:26 p.m.

Dover Police Department



Internal Affairs

Capt. Robert Roswell

I. Purpose of Internal Affairs

- Ensure Professional Conduct
- Maintain Integrity
- Create a Positive Image of the Department

II. Goals

- Assist in ensuring the integrity of the Department by maintaining an internal system
 - Objective
 - Fair
 - Equitable in its methods of internal investigations

III. Procedure

A. Objective is to find the truth; fact finder

- 1) Benefits the department, officers, employees, & citizens of Dover

B. Types of complaints

- 1) Corruption
- 2) Use of excessive force
- 3) Violations of department policies
- 4) Other incidents the Chief and Deputy Chief deem appropriate

III. Procedure (continued)

C. Issues of law

- 1) Officer had no probable cause to stop a vehicle
 - Court system in place to handle those issues
 - Not an Internal Affairs issue

D. False Complaints

- 1) Appropriate law enforcement measures will be considered on a case-by-case basis

IV. Complaint Processing

A. All complaints shall be investigated, including anonymous complaints

- 1) Citizens may complete a Dover Police Department Citizen complaint form (front desk or online)
- 2) When a citizen comes to the lobby, the desk officer on-duty will make the initial contact and provides the necessary paperwork
- 3) Internal Affairs and Office of Professional Standards notified ASAP

IV. Complaint Processing (cont.)

4. Chief and Deputy Chief will determine if the case will be assigned to Internal Affairs or supervisory personnel for appropriate action
5. Complaints or allegations of a minor nature may be forwarded to supervisory personnel (Unit or Shift Commander) for follow-up
6. Internal Affairs will continue to communicate with the complainant in the event that supervisory personnel investigate the complaint

IV. Complaint Processing (cont)

B. Complaints / Allegations of Minor Nature

1) Examples

- a. Lack of courtesy on part of an officer
- b. Tardiness
- c. Late reports

2) Substantiated complaints handled by operations

- a. Forwarded to Chief via Chain of Command
- b. Record of disciplinary action maintained by Internal Affairs

IV. Complaint Processing (cont)

B. Interview Complainant

- 1) In person (preferred)
- 2) Recorded by audio & where applicable by video

C. Notice of Investigation

- 1) Officer afforded all rights under the police officers due process
 - Attorney present or F.O.P representative during interview
 - Interview officer when working

IV. Complaint Processing (cont)

D. Criminal Offenses

- ① C.I. or another agency will be responsible to investigate criminal offenses
- ② A.G.'s office will assist in criminal investigation
 - a) Division of Civil Rights and Public Trust (2015)
- ③ C.I. forwards all information to Internal Affairs
- ④ I.A. will not disclose any information
 - a) Separate investigations
 - Criminal
 - Administrative

V. Classification of Complaints

- ◆ Unfounded – act complained of didn't occur or failed to involve police officers
- ◆ Exonerated – acts did occur but were justified, lawful, and proper
- ◆ Not Sustained – investigation failed to discover substantial evidence of a violation of the general orders of the department
- ◆ Sustained – investigation disclosed that substantial evidence exists to support a complaint of misconduct alleging a violation of the general orders
- ◆ Not Involved – investigation established that the officer was not involved in the alleged incident

VI. Length of Investigation

- ◆ Within 90 days of its initiation
- ◆ 30 day extension may be granted by the Chief
- ◆ Letter of finding given to the officer stating I.A. classification
- ◆ Letter of finding also provided to complainant
- ◆ Additionally, the Department shall provide information to the complainant or victim of officer misconduct regarding resolution, investigative findings, and discipline

VII. Authorized Disclosures

- In addition to disclosures to complainant, the following investigations will be released to the Criminal Justice Council:
 - Incidents where an officer discharged a firearm at a person
 - Use of Force with serious physical injury
 - Sustained finding of sexual assault/harassment
 - Sustained finding of dishonesty
 - Sustained finding of domestic violence

VII. Authorized Disclosures

- Disclosure to CJC occurs within 30 days following completion of a formal investigation, includes a detailed narrative
- CJC shall post the narratives they receive on their website within 30 days of receipt
- Department of Justice disclosures as well

Questions?

Dover Police Department

www.doverpd.org ♦ 302-736-7111

Dover Police Advisory Board – Community Survey – DRAFT

Community Safety & Policing Experience

- 1. On a scale of 1-5, how safe do you feel in your neighborhood?**
 - Unsafe (1)
 - Somewhat Unsafe (2)
 - Neutral (3)
 - Somewhat Safe (4)
 - Safe (5)
- 2. In the past year, have you had any direct interactions with law enforcement in our community?**
 - Yes
 - No
- 3. If yes, how would you rate your experience with law enforcement?**
 - Negative (1)
 - Somewhat Negative (2)
 - Neutral (3)
 - Somewhat Positive (4)
 - Positive (5)
- 4. Do you believe law enforcement treats all members of the community fairly and equitably?**
 - Yes
 - No
 - Unsure
- 5. What are your biggest concerns regarding public safety in our community? (Select up to 3)**
 - Violent crime
 - Property crime (theft, burglary, vandalism)
 - Drug-related issues
 - Traffic safety
 - Police misconduct/excessive force

- Homelessness and mental health crises
- Other (please specify): _____

6. **Have you or someone you know ever hesitated to call the police due to concerns about how the situation would be handled?**

- Yes
- No
- Prefer not to say

7. **If yes, what were your concerns? (Open-ended)**

Police-Community Relations & Trust

8. **How would you rate the relationship between law enforcement and the community?**

- Very Poor (1)
- Poor (2)
- Neutral (3)
- Good (4)
- Very Good (5)

9. **What do you believe law enforcement is doing well in your community? (Select all that apply)**

- Engaging with community leaders
- Youth engagement (Police Athletic League, etc.)
- Soliciting feedback (complaints, recommendations, etc.)
- Working to reduce crime
- Prefer not to answer
- Other (open-ended): _____

10. **What do you think law enforcement could improve on? (Open-ended)**

11. **Would you feel comfortable approaching an officer for help or information?**

- Yes
- No

- Unsure

12. What would make you feel more comfortable interacting with law enforcement? (Open-ended)

Community Engagement & Oversight

13. Are you aware of the Police Advisory Board and its role in community oversight?

- Yes
- No

14. Do you think the community has enough opportunities to provide input on policing policies and practices?

- Yes
- No
- Unsure

15. What types of community engagement would you like to see from law enforcement? (Select all that apply)

- Town hall meetings
- School and youth programs
- More officer presence at community events
- Public transparency reports on policing practices
- More opportunities for civilians to voice concerns
- Other (please specify): _____

16. If you have concerns about law enforcement in your community, do you know how to report them?

- Yes
- No

17. Would you be interested in participating in future discussions or initiatives to improve police-community relations?

- Yes
- No

18. Do you have any additional comments, concerns, or suggestions for the Police Advisory Board? (Open-ended)

Demographics (Optional)

19. What is your age range?

- Under 18
- 18-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65+

20. What is your race/ethnicity? (Select all that apply)

- White
- Black or African American
- Hispanic or Latino
- Asian or Pacific Islander
- Native American or Indigenous
- Other (please specify): _____
- Prefer not to say

21. What is your gender identity?

- Male
- Female
- Other
- Prefer not to say

Thank you for your time and valuable feedback. Your responses will help the Dover Police Advisory Board work toward meaningful improvements in public safety and police-community relations.

It looks like there are several great opportunities for the Police Advisory Board (PAB) to set up public appearances at local events around Legislative Mall. Here are some options with additional details on each:

1. Urban Music Festival (TBD)

- **Date:** TBD
- **Opportunity:** Setting up a booth or representation could allow the PAB to engage with the public in a fun and lively atmosphere, promoting community-police relations through music and cultural appreciation.

2. Juneteenth - 6/21/25

- **Request Status:** Not yet requested a position
- **Parade starts at:** Noon
- **Event at Legislative Mall starts:** Immediately after the Parade
- **Opportunity:** This is a significant event in the community. The PAB could have a strong presence here to show support and solidarity. Consider setting up an informational booth or even participating in the parade itself.

3. Caribbean Culture Event - 8/14/25 to 8/17/25

- **Request Status:** Not yet requested a position
- **Opportunity:** This event celebrates Caribbean culture, and the PAB could use this as an opportunity to connect with a diverse part of the community. Setting up a booth or interacting with attendees could help build relationships within the Caribbean community.

4. Dover Days - 5/3/25

- **Fireworks:** Friday evening
- **Parade starts at:** 0900
- **Events on Legislative Mall:** Immediately after the parade
- **PAB Booth:** DPD (Dover Police Department) has an area for vehicles and the PAB
- **Opportunity:** Dover Days is a large community event, and having a booth would be an excellent chance for the PAB to engage with families and residents. The parade and fireworks make this event particularly attractive for setting up a presence.

5. Dover Holiday Event/Tree Lighting

- **Opportunity:** Though the date is not provided, this event would be a great way to connect with the community in a festive atmosphere. The PAB could set up a booth to engage with families, offer safety tips, and promote their mission during the holiday season.

6. Hispanic Festival (TBD)

- **Request Status:** Not yet requested a position
- **Opportunity:** This could be another great event for the PAB to connect with Delaware's Hispanic community. Setting up a booth could foster positive interactions and promote trust between the PAB and the Hispanic population.

7. Pride Event - 6/7/25

- **Request Status:** Not yet requested a position
- **Opportunity:** The Pride Event is another significant event for inclusivity, where the PAB can show support for LGBTQ+ rights and foster positive relationships. Setting up a booth or participating in the parade would show the PAB's commitment to inclusivity.

Additional Idea: Parades

- As I mentioned there are numerous parades throughout the year. Setting up a float or booth at one or more of these could be a fantastic way for the PAB to show community involvement and foster relationships across different demographics. I could provide a list of those parades to consider further opportunities for public engagement.

Decolonizing Psychology Conference

3/27/2025

8:00 AM - 8:00 PM

Bank of America Building

Decolonization seeks to reverse the impact of colonization on minoritized groups. Governments, healthcare institutions, criminal justice and education systems have procedures and protocols deep-rooted in colonization and operate through a western lens.

Public Health and Fitness Leader's Day

4/16/2025

9:00 AM - 3:00 PM

DSU Downtown Campus – Slaybaugh Hall & College Center

An event to introduce our students to a variety of health and fitness fields and professionals.

Chairman's Invitational Golf Tournament

4/25/2025

10:00 AM - 3:00 PM

Wild Quail Country Club

One Clubhouse Drive

Camden Wyoming, Delaware 19934

Join us for an unforgettable day on the greens at Wild Quail Country Club for Delaware State University's Chairman's Golf Invitational! Enjoy a delicious breakfast, buffet lunch, swag, awards, live auction, and social – all while supporting a great cause!

DSU Downtown Spring Festival

4/26/2025

11:00 AM - 4:00 PM

2025 OBSERVED HOLIDAYS

Holiday	Date(s)
New Years Day	Wednesday, January 1, 2025
Martin Luther King, Jr. Day	Monday, January 20, 2025
Good Friday	Friday, April 18, 2025
Easter Monday	Monday, April 21, 2025
Memorial Day	Monday, May 26, 2025
Juneteenth	Thursday, June 19, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Thanksgiving Holiday	Thursday, November 27, 2025 and Friday, November 28, 2025
Christmas Recess	Wednesday, December 24, 2025 thru Friday, January 2, 2026. Delaware State University campuses shall re-open Monday, January 5, 2026.