

Citizen Complaint Authority
Board Meeting Minutes
Monday, August 4, 2025

Attendees Present

CCA Board Members

John Williams, Vice Chair
Clarice Warner, Member
Rosa Cama, Member

Attendees Absent

Samuel Burbanks, IV, Chair

Staff

Cathy Bailey, Assistant City Manager
Dena Brown, Interim Director
Andrew Alanis, Investigator
David Sturkey, Assistant City Solicitor, Law Department
Jessalyn Goodman, Investigator
Ronald Pugh, Investigator
Robert Stephens, Investigator
Arnie Slaughter, Investigator
Kaitlyn Streicher, Investigator
Joseph Vesper, Investigator
Brandon Upchurch, Sr. Administrative Specialist
Mark Burns, Internal Investigation Section Captain, CPD
Brent McCurley, Internal Investigation Section Lieutenant, CPD
Steve Sobel, CitiCable General Manager
Tom Potter, CitiCable Production Manager
Darius Jones, CitiCable Programming Manager

Vice Chair Williams called the meeting to order at 5:05 p.m.

Minutes from Previous Meeting

Member Warner moved and Member Cama seconded a motion to accept minutes from the July 2025 meeting. (Agree 3 - Oppose 0 - Abstain - 0). **Motion passed.**

Director's Report

Interim Director Dena Brown presented the Director's Report to the Board.

The Board was presented with 6 new fully vetted CCA investigation reports.

CPD Responses to CCA Recommendations

Observation O2502 – As noted in previous investigations, desk officers should always have their body-worn cameras (BWC) on with audio when encountering individuals at the police district office to ensure transparency, accountability, and the preservation of accurate records during interactions. This practice not only promotes trust within the community but also serves as a valuable resource for reviewing and resolving any potential disputes or incidents. BWC footage also provides an invaluable resource for enhanced documentation of the details and can be used in investigations, court proceedings, and resolving any complaints or disputes that may arise later. It ensures that both officers and individuals visiting the police district are protected by an objective account of events.

The information that can be obtained from BWC can also help with training and evaluation purposes within the police department to better serve the community. Supervisors can review interactions to identify areas for improvement, provide feedback to desk officers, and identify learning opportunities to help enhance conversation skills.

Having desk officers use BWCs during interactions with individuals who come to the police district office is essential for maintaining transparency, accountability, and for both CPD and CCA investigations.

Previous recommendations by CCA (see #R2311, and #R2321) have provided evidence to support this need.

CPD Response – No issue with having all desk officers use BWCs at the district offices. District 3 already does this with interdistrict SOP.

Recommendation R2504 – As described earlier, CPD does not have a current definition for Abuse of Authority; CCA noted that there are definitions of Abuse of Authority available from other professional law enforcement institutions. In this instance, IIS utilized CPD Manual of Rules and Regulations 1.03 to address Captain Pettis’s behavior, which states, “Members shall exercise the responsibility and authority of the position to which they are assigned in accordance with Department Classification/Job Description, Civil Service Classification Specifications, and work rules.” This application does not specifically address “abuse of authority” allegations; therefore, it could result in a differing standard. For example, the IIS Report identified concerns about Captain Pettis’s behavior which focused on her failure to de-escalate and resolve the conflict commensurate with her leadership position rather than any alleged actions for personal gain.

This application also seems insufficient to address the magnitude of such an allegation, which inherently comes with concerns of manipulation by civic powers that could negatively impact community trust in the police department. CCA recommends that CPD identify and implement a specific definition of Abuse of Authority in their policy for use in future investigations to hold pertinent officers accountable.

CPD Response – Still working on defining Abuse of Authority.

Recommendation R2505 – CCA recommends a revision and clarification to CPD Procedure Manual §12.545 Use of Force, specifically:

- More clearly defining the terms “force” and “escorting;”
- Clarifying whether taking a subject to the ground could be considered an escort, and if so, under what circumstances;
- Clarifying what specific tactics are permitted when taking a subject to the ground and once they are on the ground, and if using hard hands elevates an escorted takedown to a forceful takedown;
- Clarifying what reporting requirements, if any, there should be when a subject is taken to the ground as an escort vs. as force;
- Requiring the informal Use of Force reviews completed by supervisors to be formally documented.

In the incident under review, Mr. Box was taken to the ground by Officers McNicol and Zumaita after resisting arrest and attempting to spit on officers. He landed on the ground on his right hip and was placed in a prone position while a spit mask was called to the scene, at which time Officer Zumaita utilized joint manipulation on his legs. During Officer McNicol, Officer Zumaita, and Sergeant Kohler’s CCA Officer interview statements, they all articulated that taking Mr. Box to the ground was an escorting tactic, not force. They indicated that he was “gently placed to the ground,” but a review of the BWC did not corroborate their statements.

Sergeant Kohler advised that he was notified of the incident by Officer McNicol, and he and two additional Sergeants reviewed the BWC when making the determination that the takedown was escorting, not force. Sergeant Kohler indicated that since it was escorting, there was no reporting requirement necessary. There was no documentation of this informal supervisor review, other than the inclusion of the incident in their “daily rounds,” which he stated was not required.

Revising CPD Procedure Manual § 12.545 Use of Force to clarify the circumstances in which taking a subject to the ground is force vs. escorting, and what the reporting requirements are for each scenario, would provide clarity on this matter for both officers and supervisors.

CPD Response – Still working on defining Force, Escorting, and Use of Force procedure.

Public Comment

None was provided.

New Business

1. **CCA Case Number 24131:** Member Warner moved and Member Cama seconded a motion to table until the October 2025 meeting to review more information. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

2. **CCA Case Number 24186:** Member Cama moved and Member Warner seconded a motion to accept CCA’s findings and recommendations, if any. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

3. **CCA Case Number 25039:** Member Cama moved and Member Warner seconded a motion to accept CCA’s findings and recommendations. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

4. **CCA Case Number 25041:** Member Cama moved and Member Warner seconded a motion to accept CCA's findings and recommendations, if any. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

5. **CCA Case Number 25047:** Member Warner moved and Member Cama seconded a motion to accept CCA's findings and recommendations, if any. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

6. **CCA Case Number 25069:** Member Warner moved and Member Cama seconded a motion to accept CCA's findings and recommendations, if any. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

All CCA reports will be forwarded to the City Manager for review and final disposition.

Announcements

None were provided.

Closing

Member Williams moved and Member Warner seconded a motion to adjourn the Board meeting. The meeting ended at 6:05 p.m. (Agree 3 - Oppose 0 - Abstain 0). **Motion passed.**

The next meeting will be held on **Wednesday, September 3, 2025 at 5:00 p.m.**

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