

TALBOT COUNTY, MARYLAND  
ADMINISTRATIVE CHARGING COMMITTEE

Minutes of Public Meeting  
April 27, 2023

The meeting of the Talbot County Administrative Charging Committee (the “ACC” or “Committee”) was called to order at 8:30 a.m. on Thursday, April 27, 2023. Present were Committee Members Mitchell Ettinger, Constance Hope, Jennifer Williams, Wala-Neh Labala, Gregory Wilson, County Attorney Patrick Thomas, and Board Secretary Victoria Bradley.

- I. Introductions – Mr. Ettinger gave opening statements and introduced the Committee members. Mr. Ettinger announced for the record that each Committee member has completed the training required by the State for all administrative charging committees. Because that training was a prerequisite to addressing complaints of police misconduct and this is the first meeting of the fully-qualified ACC, the 30-day mandate for disposition of complaints submitted by County Law Enforcement Agencies (“LEAs”) is effective as of this day.
- II. Adoption of Rules of Procedures – A motion was made by Ms. Williams and seconded by Ms. Hope to adopt the proposed ACC Rules of Procedures. The motion passed unanimously.
- III. Appointment of Chair & Vice-Chair – A motion was made by Mr. Wilson and seconded by Ms. Hope to appoint Mitchell Ettinger as the Chair of the ACC. The motion passed unanimously. A motion was made by Mr. Labala and seconded by Mr. Wilson to appoint Jennifer Williams as the Vice-Chair of the ACC. That motion passed unanimously.
- IV. Discussion and Adoption of Report Template – A motion was made by Mr. Wilson and seconded by Mr. Labala to adopt the report and case review template for use by the ACC. The motion passed unanimously.
- V. Establish meeting dates and times per PSA 3-104(g) – The Committee discussed the best day and time to establish a standard monthly meeting date.
  1. The Committee agreed to schedule monthly meetings on the second Thursday of every month at 6:00pm in the Bradley meeting room of the Talbot County Circuit Courthouse, 11 N. Washington St., Easton, Maryland. The Committee acknowledged that, depending on the number and complexity of the matters submitted by LEAs, the need to meet more or less frequently may arise.

2. The Committee discussed that its next meeting will be in closed session to discuss the Law Enforcement investigative files that have been submitted to the ACC. That meeting will convene at 8:30 a.m. on May 19, 2023 at a location to be determined.
- 
- VI. The Committees Comments – The Committee discussed information it wants to see in the investigative reports submitted by Law Enforcement Agencies. The Committee also discussed the logistics of receiving investigative reports, taking into account the need for confidentiality and ease of access.
  
  - VII. Public Comment – Members of the public were afforded an opportunity to comment on matter of interest to them. One attendee expressed concern that the three complaints he has filed against the Easton Police Department have not been resolved. It was determined that two of those complaints were not within the jurisdiction of the ACC as they were submitted prior to July 1, 2022. A representative of the Easton Police Department present at the meeting indicated that the third complaint is being investigated and will be submitted to the ACC in due course. The Committee urged the attendee to contact the Easton Police Department to gain a better understanding of the status of his complaints.
  
  - VIII. Adjournment – There being no further business to discuss, a motion was made by Ms. Williams and seconded by Mr. Labala to adjourn the meeting. The motion passed unanimously and the meeting adjourned at 9:03 a.m.