

Community Advisory on Public Safety (CAPS) Commission  
Work Session

McCloskey Room, Suite #135  
City Hall, 401 N. Morton St.  
Monday, July 24, 2023, 6:30 p.m.

Present: Routsong, Shaffer (departed at 7:37 p.m.), Michalek, Amos (arrived in person at 7 p.m.)  
Virtual: Brown-Sparks  
Absent: Needler, Ford, Moon, Leinenbach

Members of public: two attendees via Zoom

**Note:** A quorum of members was present to conduct business, but less than 50% of members appeared in person, as required under the Indiana Open Door Law. Agreement was reached among commissioners to move ahead with the agenda without any official motions or actions. Because a quorum was still present, the discussion remained available to the public, was recorded, and a summary of the discussion follows.

Substance discussed:

- Budget requests for 2024 year – members discussed what they hope to bring forward to the rest of the CAPS Commission to approve in a 2024 budget request
  - \$1400 for IU Cinema Screen Share – to include the IU cinema fee and filmmaker speaker fee, with the remainder of the costs covered by in-kind donations
  - \$1000 for outreach events – in anticipation of another town hall or similar outreach event in 2024
  - Staff liaison noted that they will check with Department head Stephen Lucas about timing due to inability of members to vote at this work session
- CAPS Annual Report materials and timeline
  - Members discussed responsibilities and to do's before the annual report scheduled with Common Council for August 2, 2023
  - Letter of support, Alternative Public Safety Report edits, and 1-page summary could not be approved due to the work session not meeting the 50% rule under the Open Door Law
  - Cm. Routsong proposed removing CAPS affiliation from materials in order to move forward with timeline as proposed
  - Staff liaison encouraged members to get the support of the full commission before moving forward
  - Members agreed to postpone proposed timeline in anticipation of a formal vote on both budget requests and community support materials at the August 3, 2023 Regular Session of the full CAPS Commission

Memorandum prepared by: Ash Kulak, staff