



# City of Greenville Police Community Relations Committee

6:00 p.m. Tuesday, December 13, 2022  
City Hall Conference Room 337  
200 West Fifth Street, Greenville, NC 27834

## **Committee Members Present:**

Carol Ann Naipaul (Chair)	District 2
Sonny Bass (Vice Chair)	District 5
Diane Kulik	At-Large
Mark Parker	District 1
Sterling Ruffin	District 4
Rev. Philip Lyon	Mayoral

## **Committee Members Absent:**

Vacant                      District 3

## **City Staff Members Present:**

Assistant City Attorney, Donald K. Phillips, Staff Liaison  
Community Projects Coordinator, Devinder Culver, Staff Liaison  
City Clerk, Valerie Shiuwegar

Chairperson Carol Naipaul called the meeting to order at 6:02 p.m. Staff Liaison Devinder Culver called the roll call. A quorum was established.

Chairperson Carol Naipaul asked for a motion for approval of the agenda. Sonny Bass made a motion to approve the agenda. Diane Kulik seconded the motion. The agenda was approved unanimously. Committee members and presenters introduced themselves.

Mrs. Naipaul then asked for a motion to approve the minutes for November 8, 2022. Sonny Bass made a motion to approve the minutes. Diane Kulik seconded the motion. The minutes were approved as read.

Chairperson Carol Naipaul thanked everyone for attending the meeting. She asked Devinder to introduce presenters, City Clerk, Valerie Shiuwegar and Assistant City Attorney, Donald K. Phillips. Devinder explained that Valerie and Donald would be providing information which would help orientate members to the Police Community Relations Committee procedures, rules and regulations.

The topics covered by Valerie and Donald were as follows:

- Role of an advisory board
- PCRC Mission and Goals
- PCRC Structure
  - Public Body
  - Open Meetings/Meeting Schedule/Transparency
  - How members are appointed

- Terms
- Roles (Members, City Council Liaison, Staff Liaison, Attorney, Chair, and Vice-Chair)
- Board & Commission Policy
  - Attendance Policy
  - Communications Policy
- Running a meeting
  - Agenda
  - Transacting Business
- PCRC Bylaws

There were many questions and a long discussion followed regarding roles, advertising and transparency. Chairperson Carol Naipaul expressed her thanks to Valerie and Donald for a most illuminating presentation.

Assistant City Attorney, Donald Phillips began the elections process. Donald explained the process of elections and asked for nominations for chair of the Committee. Diane Kulik nominated Carol Ann Naipaul for chair. Donald asked for any other nominations. Donald closed the nominations because there were no other nominations. Donald stated that a vote was needed on the nominees in the order that they were nominated. Donald called for a vote for the office of chair for Carol Naipaul. The vote was unanimous.

Donald asked for nominations for vice chair. Diane Kulik asked if anyone was willing to nominate themselves. Sonny Bass said he was willing. Donald asked for further nominations. Because there were no further nominations, Donald closed the nominations. Donald called for a vote for the office of vice chair for Sonny Bass. The vote was unanimous.

Sonny wanted to know who he could contact about a grant that was awarded to the Police Department. Donald said that he could contact Finance Director Byron Hayes or the Police Chief.

Sterling asked how he could find out about possible issues in his district. Donald suggested that he reach out to Deputy Chief Ivey and the appropriate Zone Commander. Devinder said she would help.

A motion was made by Sterling and seconded by Sonny to move planning for the upcoming year to January 2023 due to time commitments. The vote was unanimous to move planning to January. Diane Kulik volunteered to develop a potential list of topics for review by the Committee members.

Chairperson Carol Naipaul expressed her thanks to City Clerk, Valerie Shiuwegar and Assistant City Attorney Donald K. Phillips for a most instructive presentation. Mrs. Naipaul reminded everyone of the next meeting scheduled for 6:00 p.m. Tuesday January 10, 2023 in City Hall Conference Room 329. There being no other business Mrs. Naipaul asked for a motion to adjourn. Sonny Bass made a motion to adjourn. Diane Kulik seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:20 p.m.

Respectfully submitted,

*Devinder Culver*

Devinder Culver, Staff Liaison