



Charlotte City Council
Housing, Safety & Community Committee
Meeting Summary for September 2, 2025

COMMITTEE AGENDA TOPICS

1. Citizens Review Board

COMMITTEE INFORMATION

Committee Members Present:	Victoria Watlington (CMGC), LaWana Mayfield (CMGC), Tiawana Brown (virtual), Reneé Johnson (virtual)
Committee Members Absent:	Dimple Ajmera
Other Council Members Present:	n/a
Staff Resources:	Shawn Heath, City Manager's Office Stephanie Kelly, City Clerk's Office
Guest:	John Watkins, Citizens Review Board Chair
Meeting Duration:	4:00 – 5:30 PM

DISCUSSION HIGHLIGHTS

City Council member Watlington called the meeting to order and asked everyone to introduce themselves.

Citizens Review Board (CRB)

Shawn Heath reminded the committee that the conversation is a follow-up to the August committee meeting. The CRB recommendations are included in the CRB annual report, which the committee has received. The discussion revisited three key recommendations presented by the CRB at the August meeting (below).

1. Training Requirements
 - Current Ordinance: Requires CRB members to complete 8 hours of training per year. Training is self-reported by board members and is tracked by the City Clerk.
 - CRB Recommendation: Reduce the annual training requirement to 4 hours.
 - Staff Response: Supportive. This is considered a minor ordinance change and is supported by staff and CMPD (the CRB ordinance was last reviewed and updated in 2013).
2. Response Time for Recommendations
 - Current Ordinance: Requires a 7-day response time from both the Police Chief and the City Manager after CRB submits findings.
 - CRB Recommendation: Extend the response period to 14 days each (for the Police Chief and the City Manager, respectively) to allow for a more thorough review.
 - Staff Response: Supportive. The City Manager and CMPD agree with the extended timeline.
3. Training Scholarship
 - CRB Request: Allocate city funding (~\$5,400) to cover training costs for two members to attend the National Association for Civilian Oversight of Law Enforcement (NACOLE) annual conference.
 - Staff Response: Recommend the request be evaluated by the City Clerk for all Council-appointed boards through the FY27 budget process.

Additionally, the committee discussed CRB eligibility as it pertains to individuals with felony or Class A1 misdemeanor backgrounds. Since the August meeting, staff researched this matter and determined it is a local policy (not driven by state statute). Staff is compiling a list of other Council-appointed boards and committees that may have similar eligibility requirements and will provide this information as a memo, with a goal to complete this by the end of the month.

Highlights of Committee discussion:

- Expressed interest and support for allowing individuals with criminal backgrounds the opportunity to participate as board members.
- Expressed interest in having information on the types of crimes that fall within the felony and A1 misdemeanor categories.

- Expressed agreement for reducing training to four hours. There are many appropriate training topics in the criminal justice system – mental health, human services, etc. – that would be appropriate to enhance the synergy and knowledge of the board; the type of training should not be limited.
- Expressed interest in hearing from Council-appointed committees more frequently.
- Expressed interest in hearing from city housing partners at a future meeting.
- Expressed interest in learning what the city’s plan is to address litter as the population of the city grows, including working with the state regarding state-maintained streets.

MOTION AND VOTE. Council member Mayfield made a motion to recommend that Council approve updating the CRB ordinance to reduce the annual training requirement for CRB members from 8 hours to 4 hours, and to increase the maximum response time from 7 to 14 days – for police chief and city manager respectively – to render decisions related to CRB determinations/findings. The motion was seconded by Council member Brown. The vote was unanimous in favor of the motion.

Next Meeting

Meeting adjourned at approximately 5:00 pm. The next meeting will occur on October 6, 2025.

MEETING MATERIALS

All meeting materials are available online at the [Charlotte Legistar Site](#). City Council Committee meeting videos and transcripts can be viewed on the [City of Charlotte’s YouTube channel](#) (September 2, 2025 meeting link: <https://youtu.be/eycP2YjbSbk?t=21736>).

Citizens Review Board

HOUSING, SAFETY AND COMMUNITY COMMITTEE

SEPTEMBER 2, 2025

1

Citizens Review Board (CRB)

Council Priority and Initiative Alignment

- ▶ Safe Communities

Purpose

- ▶ Share staff's recommendations in response to CRB recommendations presented to the Housing, Safety and Community Committee on August 4, 2025

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CRB and Staff Recommendations

Item	CRB Recommendation	Staff Recommendation
Annual training requirement for CRB members	Modify CRB ordinance to reduce the annual training requirement for CRB members from 8 to 4 hours	✓ Staff agrees with CRB recommendation
Response time requirements for Police Chief and City Manager	Modify CRB ordinance to increase maximum response time from 7 to 14 days (for Police Chief and City Manager, respectively) to render decisions related to CRB determination/ findings	✓ Staff agrees with CRB recommendation
City-funding for CRB attendance at NACOLE* annual conference	Fund two annual training "scholarships", at an estimated annual aggregate cost of \$5,400 (for travel, accommodations and registration for two participants)	• City Clerk's Office to evaluate training scholarships (holistically, for all Council-appointed boards) as part of FY 2027 budget process

* NACOLE = National Association for Civilian Oversight of Law Enforcement

CRB Eligibility (to serve) Discussion Topic

1. City of Charlotte's CRB Ordinance (Section 16-56(d)) includes the following eligibility provisions:

Individuals with a felony conviction or a Class A1 misdemeanor conviction shall not be eligible to serve on the board. In addition, individuals with a Class 1 or Class 2 misdemeanor conviction within three years of their nomination for appointment shall be ineligible to serve. Further, conviction of or a plea of nolo contendere to a felony, a Class A1 misdemeanor, a Class 1 misdemeanor, or a Class 2 misdemeanor during the term of office shall automatically terminate membership on the board, irrespective of any appeals. Board members charged with a felony, a Class A1 misdemeanor, a Class 1 misdemeanor, or a Class 2 misdemeanor during a term of office shall be automatically suspended until disposition of the charge, and a quorum shall be established from the remaining membership.

2. At the August 4th Committee meeting, Committee members requested additional staff analysis on this topic. Staff research concluded that the provisions above are a local policy matter, not driven by state statute.

3. Staff is compiling a complete list of criminal background-related eligibility requirements (as applicable) across all Council-appointment Boards and Commissions, for Committee review

Next Steps

1. **Committee action – today – if desired, to recommend two updates to the CRB ordinance as reflected on slide three of this presentation**