

CITY ORDINANCE GOVERNING THE POLICE ADVISORY COMMITTEE

I. Appointment and Terms

a. The Committee will serve in an advisory capacity to the Framingham Police Department.

b. All members of the Police Advisory Committee shall be residents of the City of Framingham. The Committee shall consist of seven (7) members. Three members shall have a term of three years, two members shall have a term of two years, and two members shall have a term of one year. Members shall be nominated to the Police Advisory Committee by the Mayor and subject to the approval of the City Council.

c. After initial terms of appointment, member terms shall be for three years except for those filling terms as successors to the unexpired terms of members who leave the committee prior to the expiration of their appointment. The Mayor shall appoint a successor as soon as practicable, subject to City Council approval, and said member shall fulfill the unexpired term of the member whose seat was vacated. Members may be removed by the Mayor for cause, subject to the approval of two-thirds of the City Council.

d. The Committee shall elect a Chairperson, a Vice Chairperson, and a recording Clerk. The committee will reorganize committee-held positions by committee vote at the first committee meeting each July or at the first meeting held after June 30th.

e. The Chairperson shall conduct each meeting. In the Chairperson's absence, the Vice Chairperson shall perform the duties of the Chairperson. The Clerk shall prepare the agenda, post proper notice of meetings, maintain a record of dates of appointment of members and their attendance, prepare the minutes of each meeting, transmit all records to the City Clerk, and perform those duties customarily provided by a Clerk.

f. The Police Advisory Committee shall meet on the second Thursday of each month unless otherwise decided by the Committee. Meetings may be called by the Chairperson or by a majority of the Committee by so advising the Clerk. The Clerk shall provide sufficient notice to the public and committee members in accordance with Open Meeting Laws.

II. Roles and Responsibilities

a. Roles

The role of the committee shall include, but not be limited to:

i. To assist in community outreach efforts between the Police Department and the Community;

ii. Promote public awareness of the City's police services, activities, programs, and public safety issues;

iii. Solicit public input regarding police services, programs, and issues of public safety;

iv. Provide community feedback and recommendations of police programs and activity;

v. To review and make recommendations concerning other matters as may be referred to the Committee, from time to time, via the Chief of Police, Mayor, or City Council.

b. Responsibilities

Committee members are expected to:

i. Listen to community opinions and needs and discuss these with the Mayor, Police Department, and City Council;

ii. To enhance police-community relations by serving as a liaison between the police department and the community;

iii. To support public awareness of the City of Framingham police services and programs.