

1 (c) Members of the Board shall receive no compensation for their services.

2 (d). When appointing members of the Board, City Council shall consider: (1) civic participation within
3 the community; (2) residency within the City of Salem; (3) criminal history; (4) commitment to the goals of the
4 Board; (5) ethnic and cultural diversity including demonstrated life experiences or training in cultural or ethnic
5 diversity.

6 Section 4. **20I.030. Procedures.** (a) The Board may adopt bylaws for its procedures consistent
7 with the laws of the United States, the State of Oregon and with the charter and ordinances of the City of
8 Salem.

9 (b) Except as provided below, meetings of the Board shall be held in public. Except as provided
10 below, hearings by the Board shall be open to the public.

11 (c) Confidential records shall be reviewed and discussed only in closed session and deliberations shall
12 be conducted in closed session.

13 (d) Minutes shall be taken at Board proceedings. Minutes of the open portion of the meetings shall be
14 a matter of public record, available to the public, and a copy provided to the City Council. Minutes of closed
15 sessions shall not be available to the public. All minutes of the Board's proceedings shall be filed with the city
16 recorder.

17 Section 5. **20I.040. Confidential Records.** (a) The Board is designated as a citizen review
18 body authorized to receive confidential records and information contained therein. Such records shall be kept
19 confidential by members of the Board and shall be reviewed only during the closed portions of meetings.
20 Members shall not reveal the contents of any written or oral internal investigation report to any person not a
21 member of the Board or to any Board member who did not participate in the specific matter before the Board.
22 No reports of the Board shall contain any confidential records or information contained therein.

23 (b) Board members shall take an oath of confidentiality. Breach of confidentiality may be cause for
24 immediate removal from the Board.

25 (c) Any person bringing an unresolved complaint to the Board releases and waives any rights the person
26 may have regarding to the disclosure of information to the Board.

27 Section 6. **20I.050. Functions and Duties.** The Board shall be advisory to the City Manager
28 of the City of Salem, and shall report its findings to the City Manager, with a concurrent copy to the City

1 Council. Individual complaints shall not be reviewed by City Council. In addition to hearing unresolved
2 complaints, the Board may also:

- 3 (1) Review and advise on Salem Police Department policy and procedure,
- 4 (2) Review and analyze complaint summaries and trends of the department, and
- 5 (3) Refer issues to the Chief of Police.

6 PASSED by the council this 8th day of July, 2002 .

7 ATTEST:
8 /s/ Jean Lay
9 City Recorder
10 Approved by City Attorney: /s/ S. Meiners

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13 Checked By: _____
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