



## December 2019 COB Executive Director's Report

---

***Executive Summary: After a change in leadership, an immediate needs assessment of the position was completed by the new Executive Director, Jill Fitchard, which lead to the development of a targeted plan of action to be executed within the first 90 days of 2020. Additionally, the ED will share in the coming months, an insightful and deliberate two-year strategic plan that includes her vision for the agency.***

- **Extensive Community Outreach/Education** → Goal: 1-2 community meetings per week for the first 90 days; community listening sessions around the city w/Community Liaison
- **CJ Stakeholder Outreach** → Goal: 2 per month to dialogue about current events, trends, concerns/issues, etc.
- **Ride Along w/MNPD** → Goal: 1-2 per month at multiple precincts & shifts (continuous effort)
- **MNCO Open House** → Goal: MLK Holiday, January 20, 2020
- **COB Annual Report** → Goal: completion by February 1, 2020
- **Training** → Goal: find and enroll in continual trainings for ED and MNCO staff via webinar/in-person
- **MNCO Strategic Two-Year Plan** → Goal: update with metrics and include an agency vision summary from the ED

## OPERATIONS

<i>Relevant Dates</i>	<i>Event</i>	<i>Highlights</i>
November 21, 2019	Department Heads Meeting lead by Kristin Wilson, Chief of Operations & Performance, Mayor Cooper's Office	<ul style="list-style-type: none"> <li>○ Metro leaders join to share info about each dept</li> <li>○ December TBA</li> </ul>
December 11, 2019	Visit from John Buntin; Policy Director Mayor Cooper's Office	<ul style="list-style-type: none"> <li>○ BWC Update</li> </ul>
December 2019	Meeting Minutes	<ul style="list-style-type: none"> <li>○ Implementation of due dates (5/3-day rule)</li> </ul>
December 20, 2019	Monthly District Attorney Liaison Meeting: Last meeting 11/22/2019	<ul style="list-style-type: none"> <li>○ DEC records request referred to DA's office for approval</li> </ul>
December 2019	COB Quarterly Budget	<ul style="list-style-type: none"> <li>○ MNCO Expenditures</li> </ul>
December 2019	Assistant Director Search	<ul style="list-style-type: none"> <li>○ Received 8 applicant's info from HR</li> </ul>
December 19 – February 20	MNCO Office Update	<ul style="list-style-type: none"> <li>○ Equipment/Furnishings ordering in progress</li> <li>○ Office completion by 02/01/20</li> </ul>
January 27, 2020	Use of Force Board Hearing	<ul style="list-style-type: none"> <li>○ MNPD HQ</li> </ul>

## LEGAL

<i>Relevant Dates</i>	<i>Event</i>	<i>Highlights</i>
December 2019	Integrity Task-Force	<ul style="list-style-type: none"> <li>○ Legal has attended meetings w/update</li> </ul>
December 2019	COB Meeting Locations	<ul style="list-style-type: none"> <li>○ Upcoming elections for 2020</li> <li>○ Need Board meetings on calendar asap</li> </ul>
December 2019	Board Member Vacancies	<ul style="list-style-type: none"> <li>○ Mayor Nominations</li> <li>○ City Council Nominations</li> </ul>
December 2019	Dept. Emergency Communication MOU	<ul style="list-style-type: none"> <li>○ Ongoing</li> </ul>

## COMMUNITY OUTREACH AND ENGAGEMENT

<i>Relevant Dates</i>	<i>Event</i>	<i>Highlights</i>
December 3, 2019	Launch of MNCO External Website	<ul style="list-style-type: none"> <li>○ <a href="http://www.mnconashville.com">www.mnconashville.com</a></li> <li>○ Created by Community Liaison</li> </ul>
December 5, 2019	Meeting with Conexion Americas	<ul style="list-style-type: none"> <li>○ Community Liaison met with leadership</li> </ul>
December 9, 2019	Meeting with Metro Minority Caucus	<ul style="list-style-type: none"> <li>○ MNCO Update</li> <li>○ Meetings 2<sup>nd</sup> Wed monthly</li> </ul>
December 9, 2019	Introduction Email	<ul style="list-style-type: none"> <li>○ Email to Chief Anderson and FOP James Smallwood</li> </ul>
December 10, 2019	Press Release	<ul style="list-style-type: none"> <li>○ BWC Response</li> </ul>
December 13, 2019	Meeting with Equity Alliance Exec. Director Charlane Oliver	<ul style="list-style-type: none"> <li>○ Meet &amp; Greet</li> </ul>
December 19, 2019	Meeting with Human Relations Exec. Director, Mel Fowler-Green	<ul style="list-style-type: none"> <li>○ Meet &amp; Greet</li> </ul>
December 2019	Holiday Card Campaign	<ul style="list-style-type: none"> <li>○ Cards created by Community Liaison</li> </ul>
January 2020	Community Center Outreach	<ul style="list-style-type: none"> <li>○ CL will visit centers to implement complaint process outside of MNCO office</li> </ul>

## RESEARCH/INVESTIGATIONS

<i>Relevant Dates</i>	<i>Event</i>	<i>Highlights</i>
December 2019	Research: Comparisons of Case Management System for MNCO	<ul style="list-style-type: none"> <li>○ IAPRO</li> <li>○ BENCHMARK</li> </ul>
December 2019	Research: NACOLE Conference Proposal	<ul style="list-style-type: none"> <li>○ Dr. Vielehr submitted entry</li> </ul>
December 2019	Investigations: Exit Survey	<ul style="list-style-type: none"> <li>○ In-Progress</li> </ul>
December 2019	Investigations: Monthly Statistical Report, Complaint Log and MNCO Records Request.	<ul style="list-style-type: none"> <li>○ Continuous</li> </ul>