



Administrative Charging Committee

December 11, 2025, Meeting Minutes

Meeting Location

Virtual

<https://us02web.zoom.us/j/83630322133>

Attendance

Members Present (Remote)

- Christopher Jennison
- James Hopkins
- Andrea Johnson
- Paul Walker
- Kwasi Hawks

Proof of Quorum

All members of the Administrative Charging Committee were present.

Staff Present

- Thomas Pinder
- Forrest Gilman-Reilly
- Laura Byers

Guests

- No guest in attendance.

Call To Order

The meeting was called to order at 6:30 p.m.

Welcome and Introductions

Chair Jennison welcomed board members and attendees and announced the meeting recording.

Review and Approval of Previous Meeting Minutes

The members reviewed the minutes from November 24.

Motion #1: (Johnson/Walker) To approve the November 24 minutes (5 Yes/0 No).

Review and Approve Meeting Agenda

The members reviewed the agenda, and no amendments were made.

Motion #2: (Walker/Johnson) To approve the December 11 agenda (5 Yes/0 No).

Meeting Minutes Agenda Items

1. Chair Report

The Chair announced the 5% department budget reduction. Members were informed of a media inquiry and were advised that all media inquiries should be directed to the website.

2. Staff Report

- a. Reschedule the December 25 meeting if needed
- b. Update the Standard Operating Procedures to address data intake and output, increase efficiency, as well as file retention policy.
- c. Copies of trial board opinions shared with both the Police Accountability Board and the Administrative Charging Committee
 - i. Noted dismissals and decreased penalty below the matrix.
- d. Update of ACC procedure passed to delay the written opinion to the respondent officer with termination decision to promote public safety.
- e. Request for members to share important data to be represented, which is observed from the case viewer to the staff.

3. Public Comments

- a. No comments.

4. Case Review

- a. Motion #4: (Hawks/Hopkins) To move to closed session to (a) review details of Investigative Files pursuant to Maryland Code, General Provisions Article §3-305(b)(13) “To comply with a specific constitutional, statutory, or judicially imposed requirement that prevents public disclosures about a particular proceeding or matter[;]” and (b) “to consult with counsel or obtain legal advice” pursuant to Maryland Code, General Provisions Article §3-305(b)(7).

- Case Review:
 - 25-0027-IAI
 - ACC-25-0924
 - 25-GPD-NQ-PAB-0000108ACC-25-0903
 - 24-0258-CLI
 - 25-0001-CLI
 - 25-0040-CLI
 - 25-GPD-NQ-PAB-0000114
 - 25-0059-CLI
 - 25-0045-CLI

Next Meeting

The next meeting will be on January 8, 2026, at 6:30 p.m.

Adjournment

The meeting was adjourned at 8:30 p.m.