



Administrative Charging Committee

January 8, 2026, Meeting Minutes

Meeting Location

Virtual

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

Attendance

Members Present (Remote)

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

Absent Members

- Christopher Jennison

Proof of Quorum

Four of the five members of the Administrative Charging Committee were in attendance. According to the rule, a minimum of voting members was present to call the meeting to order.

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

Vice Chair Hopkins welcomed board members and attendees and announced the meeting recording.

Review and Approval of Previous Meeting Minutes

The members reviewed the minutes from December 11.

Motion #1: (Walker/Johnson) To approve the December 11 minutes (4 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 January 8 agenda (4 Yes/0 No).

Meeting Minutes Agenda Items

1. Staff Report

- a. Reminder of direction taken for inquiries from the media.
- b. Discussed review of the Standard Operating Procedures to address data intake and output, increase efficiency, as well as file retention policy.
- c. Status update of new sole-source system approval in December 2025 to partner with Montgomery County Department of Police to incorporate a user-friendly, technical components for the dashboard, and functional analytics to produce the dashboard and disseminate data.
 - i. Complainant will access status through Law Enforcement Agencies.
- d. Members were encouraged to review the Police Accountability Board (PAB) Annual Report sent to the County Council and County Executive Office, which included the direct analysis from the ACC. The annual report can be found on the PAB website at [Reports page, Police Accountability Board, Montgomery County, MD](#).

2. Public Comments

- a. No comments.

3. Case Review

- a. Motion #4: (Walker/Johnson) To move 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:
 - 25-0006-CLI
 - 25-0018-CLI
 - 25-0033-CLI
 - 25-0049-CLI
 - 25-0029-CLI
 - 25-0046-CLI
 - ACC-25-1103

Next Meeting

The next meeting will be on January 22, 2026, at 6:30 p.m.

Adjournment

The meeting was adjourned at 8:40 p.m.