



MEETING MINUTES

Administrative Charging Committee (ACC)
Wednesday, November 30, 2022
7:00pm – 8:00pm

Virtual Option: [Microsoft Teams link](#)

Meeting ID: 212 778 803 914

Passcode: PLz7CC

Or call in (audio only): [+1 443-692-5768,,709229393#](#)

Phone Conference ID: 709 229 393#

Attendees: Bishop Paul Walker, Chris Jennison, Andrea Johnson, James Hopkins Jr., Earl Stoddard (*Staff*), Lindsay Bolt (*Staff, Minute Taker*)

Absent Board Members: Thomas Pinder

1. Welcome/ Introductions/ Announcements

Summary:

- Committee discussed their meeting cadence and location as well as selected an ACC Chair and Vice Chair

Actions:

- Board voted (*4 Yes, 0 No*) to meet virtually until further notice. Next meeting will be December 14, 2022 (6-7pm). This will be the last meeting in 2022
- Board voted (*4 Yes, 0 No*) to meet every other Wednesday, from 6-7pm beginning January 11, 2023 through March 22, 2023. Noting this cadence may change based on workload and potential investigations
- Board voted (*4 Yes, 0 No*) to select Bishop Walker as the ACC Chair, and Andrea Johnson as Vice Chair

2. Discussion: ACC Process and Actions

Summary:

- Committee reviewed the [PAB/ACC Website](#), [PAB Portal for Public Complaints](#), and the Internal SharePoint. Committee reviewed their proposed case processing plan

Actions:

- Board voted (*4 Yes, 0 No*) to update the [ACC Section](#) of the PAB Website to include the Purpose/Scope and Authority of the ACC.

3. Housekeeping Items

Summary:

- Committee received information regarding their required trainings/forms/and attendance as a Montgomery County Committee

4. Adjournment

*Next ACC Meeting: Wednesday, December 14, 2022 (6pm-7pm)
Virtual via Microsoft Teams link*