



OFFICE OF THE CHIEF OF POLICE
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Police Accountability Council
Meeting Minutes
04/30/2026 at 5 p.m.
Milford Police Department's Community Room

Attendance: Members: Pastor Neyda Albarran, Mark Dissinger, Lillian Frey, Marissa King and Pastor Andy Stevens. Staff/Guests: Chief Cecilia Ashe and Sgt. Timothy Maloney

Absent: Pastor Janet Perez, Benjamin Tilghman, and David Middletown.

- Welcome
 - Chief Cecilia Ashe welcomed the Police Accountability Council (PAC) Members.
 - Chief Ashe talked about a public comment that was made at a previous City Council meeting regarding our PAC information.
- Public Comment
 - Kim Wills: Thanked the police department for what we do.
- Review & Approval of prior Meeting Minutes
 - Meeting Minutes from 04/14/2025, 05/27/2025 and 02/12/2026 were presented and a copy provided to each member. After members reviewed the minutes, Member Marissa King motioned to move approve all three sets of meeting minutes. The motion was seconded by Member Mark Dissinger. All members present approved the motion. The three sets of minutes have been entered into archives and will be posted on the police department's webpage.
- Discussion of Bylaw Creation
 - Sgt. Maloney advised based on discussion we will develop bylaws and provide copy for their review at the July 8 PAC meeting. This item will be moved to Old Business.
- Open Discussion
 - Chief Ashe talked about grant funding received to the Opioid Settlement. Chief Ashe talked about how this money would be used to expand the department's behavioral health unit (BHU).
 - Chief Ashe talked about overdose trends and how the expansion with the BHU using federal grant funding has contributed to a reduction in overdoses citywide.
 - Chief Ashe reviewed the current COMPSTAT report 04/26/2026) with the members.
 - There was a discussion about the city's reduction in homicides and shootings. Chief attributed this to utilizing the Group Violence Intervention (GVI) model and having more resources brought downstate to Kent and Sussex Counties. She

also talked about the U.S. Attorney's new initiative to curb gun crime called Gun Offenders of Lower Delaware (GOLD).

- Chief Ashe provided an overview of the GVI model and advised the council members that we would be having a GVI call-in on July 8 in Milford at the Milford Church of God.
 - Council Members asked if a GVI model could be mimicked to address the homelessness issue in Milford. There was a discussion amongst the members and the Chief about this topic.
 - Members also discussed the idea of hosting a celebration to mark the one year of no shootings/homicides in the city, if we reached that mark in July.
 - Chief Ashe informed the members about a partnership with the Delaware State Police and the Delaware's Office of New Americans. Chief Ashe advised that the goal in the partnership is to hold community meetings with the city's Hispanic and Haitian populations. Similar meetings have occurred in other jurisdictions and they have been very successful in bridging the gap between law enforcement and these minority populations.
 - The council and Chief talked about speeding in the downtown area, the new red light camera program, Flock (Automated License Plate Readers) and the feasibility of crosswalks on SW Front St in the area of My Sister's Fault.
- PAC Training Requirement
 - Chief Ashe reminded PAC members of the 20-hour training requirement. Members who had not completed authorization forms to conduct ride-a-longs at the Milford Police Department completed the forms at this meeting.
- Meeting Adjournment
 - Meeting adjourned at 7 p.m.

BYLAWS OF THE MILFORD POLICE DEPARTMENT POLICE ACCOUNTABILITY COUNCIL

Article I

NAME

The name of this organization as established by the Executive Staff of the Milford Police Department shall be the Milford Police Department's Police Accountability Council (hereinafter "Body").

Article II

PURPOSE OF THE BODY

The purpose of the Body is to establish a Police Accountability Council, which will provide advice to the department on policy, training, how the department engages in diverse communities, and other issues related to or affecting the department and the communities served by the department.

Article III

FUNCTIONS OF THE BODY

To accomplish its purpose, the Body shall meet quarterly, consider, and provide feedback on the following related:

1. Any duty or responsibility assigned to the Body by statute or public law.
2. Police matters within the Milford Police Department.
3. Community perceptions of law enforcement in the City of Milford.
4. Disciplinary policy process within the Milford Police Department.
5. Ways of fostering better community relations with law enforcement.

Article IV**MEMBERSHIP*****Section 1- Members.***

Membership shall be in accordance with the legal authority governing the Body. The Body will include nine (9) voting board members and two non-voting members.

Section 2. Appointment

The Chief of Police of the Milford Police Department shall appoint all Body members unless otherwise provided by the legal authority governing the Body.

Section 3. Tenure and Term of Office.

Terms of office shall be for two-years with the option to extend additional terms by authority of the governing Body. After one-year in term, the governing Body will have the option to expand up to four additional member nominations to the Chief of Police in order to keep constant tenured membership within the Body.

Section 4. Voting

Each voting member shall be entitled to one vote on each matter submitted to a vote.

Section 5. Attendance at meetings

Members are expected to attend all meetings. If any appointed member fails to attend five (5) out of eight (8) regular meetings during a two-year term, with or without reasonable cause, or is absent from 50% of the regularly scheduled meetings during any calendar year, the Chairperson shall notify the Chief of Police of the absences, for appropriate action pursuant to paragraph 7 below.

Section 6. Removal of Body Members

A member may be removed upon participation in activity unworthy of or detrimental to the best interest of the Milford Police Department and or the Police Accountability Council by the Chief of Police.

Section 7. Resignation

Any member desiring to resign shall submit a resignation in writing to the Chief of Police.

Section 8. Vacancies

A vacancy, because of death, resignation, removal, disqualification or otherwise, shall be filled at the pleasure of the Chief of Police.

Section 9. Compensation

Members of the Body shall serve without compensation.

Section 10. Confidentiality

A member of the Body must maintain the confidentiality of Body matters related to sensitive information shared during meetings.

**Article V
OFFICERS**

Section 1. Officers

The Officers of the Body shall be a Chairperson and Vice-Chairperson.

Section 2. Chairperson of the Body

Except as otherwise provided by law or direction of the Chief of Police, the Chairperson shall (1) preside at all meetings; (2) set the agenda for the meetings; (3) appoint all committees and subcommittees authorized by the members; (4) sign any document or instrument which the members have authorized to be executed; and (5) in general shall perform all duties as may be prescribed by the members from time to time.

Section 3. Vice-Chairperson

In the absence of the Chairperson, the Vice-Chairperson shall perform all the duties of the Chairperson and when so acting, shall have all the powers of, and be subject to, all the restrictions upon the Chairperson. The Vice-Chairperson shall perform such other duties as from time to time may be assigned by the chairperson or, in the alternative, requested by a majority vote of the members.

Section 5. Appointment of Officers

The Chief of Police shall appoint a Chairperson and Vice-chairperson for the committee.

Section 6. Term of Office

The term of office shall be for a period of two years with the option to extend additional terms. Each officer shall hold office until his/her successor has been duly appointed.

Section 7. Removal

Any officer appointed by the Chief of Police may be removed from office at the Chief's discretion.

Section 8. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by Chief of Police for the unexpired portion of the term.

Article VI

COMMITTEES

The members may, from time to time, establish subcommittees to study specific matters and report to the full forum.

Article VII

MEETINGS

Section 1. Regular Meetings

Regular meetings of the members shall meet as often as necessary but at least quarterly per calendar year. A schedule of regular meetings for each calendar year shall be adopted prior to the commencement of the calendar year.

Section 2. Special Meetings

Special meetings may be scheduled by a majority vote of the members or called by the Chairperson and shall be called by the Chairperson upon the written request of a majority of the members of the Body.

Section 3. Notice

Written or electronic notice of all meetings shall be provided to each member at least seven (7) calendar days prior to the date set for such meeting. These meetings dates, times and location shall also be accessible for public notice at least seven (7) calendar days prior to the date set for such meeting.

Section 4. Public Comment

Any regular or special meeting must give the public the opportunity for public comment. These comments shall begin each meeting for the first fifteen (15) minutes and each public comment shall not exceed three (3) minutes. Public comment is such that and not be afforded active conversation between members of the Body.

Section 5. Recessed Meetings

Any regular or special meeting may be recessed upon a majority vote of the members and may be reconvened without additional notice provided that the date, time, and place at which the meeting shall be reconvened is determined and announced in open session at the time of the recess.

Section 6. Agenda

The Chairperson shall ensure an agenda is prepared for each regular and special meeting and the agenda shall, in general, be as follows:

1. Call to Order
2. Roll call
3. Public comment
4. Review & Approval of previous meeting minutes
5. Presentation of Officers' and Committee Reports
6. Discussion of Old Business
7. Discussion of New Business
8. Reminders/Events
9. Adjournment

Section 7. Quorum and Voting

Except as otherwise provided by law or direction of the Chief of Police, a majority of the members established in accordance with the legal authority governing the Body shall constitute a quorum for the transaction of business at any meeting. All decisions shall be made by majority vote of the members present at any meeting where a quorum is present.

Article VIII**PARLIAMENTARY AUTHORITY**

The Milford Police Department shall govern meetings unless inconsistent with these bylaws and any special rules of order. If such rules are not in force and effect, and except as otherwise provided by law or direction of the Milford Police Department, the rules contained in the current edition of Robert's Rules of order Newly Revised, including the provisions of & 49 entitled "procedure in Small Boards," shall govern; provided, however, that all motions must be stated and shall require a second. The Chairperson shall rule on all parliamentary matters. No proceeding or action shall be deemed invalid on the sole basis that the proceeding occurred, or the action was taken without compliance with rules of order.

Article IX**TRAINING AND ORIENTATION**

Non-officer members shall be required within 1 year of appointment, to complete twenty (20) hours of community training with the department overseen by this committee, which may be but not limited to include ride-a-longs or a citizen's police academy. Additional mandates for membership or structure may be included.

Article X

AMENDMENTS

These Bylaws may be amended by a majority vote of the Body.

ADOPTED by the Milford Police Department Accountability Council this ____ day of _____
2026, to be effective on _____, 2026.

ATTEST:

Chief Cecilia E Ashe
Chief of Police

Chairperson