

POLICE COMMUNITY ADVISORY BOARD

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REGULAR MEETING

MINUTES OF MEETING- DRAFT

July 21, 2026

POLICE COMMUNITY ADVISORY BOARD: Gwendolyn Evans, Lisa Helme, Nancy Bean, Jenny Parker

ABSENT: Dan Maguire

STAFF: Kristen Wright- Community Liaison, Essex Police Department

ADMINISTRATION:

OTHERS PRESENT:

1. CALL TO ORDER

Chair Gwendolyn Evans called the meeting to order at 6:06pm.

2. AGENDA ADDITIONS/CHANGES

No additions or changes

3. AGENDA APPROVAL

The agenda was approved.

4. PUBLIC TO BE HEARD

None

5. CONSENT ITEMS

a. The Board approved the Minutes for the June meeting.

6. BUSINESS ITEMS

- a. Discussed PCAB Chief and Vice Chair positions. Lisa nominates Jenny as vice chairperson Gwendolyn as chairperson, and Nancy seconds the motion. Motion is approved.*
- b. Coming Together Summit- Jenny will be present, Gwendolyn would like assistance with transportation and someone to help her around the booths. Printing 200 brochures for PCAB recruitment and awareness.*
- c. National Night Out will have a table which will be staffed by Gwendolyn, Jenny, Lisa and Nancy, possibly Dan as well. The plan is to have a photo booth area with props that people can take cell phone photos with. Discussion on the background and what type of props should be purchased and how these can be used for other events PCAB tables at.*

- d. Reach out to Brownell Library (and possibly other libraries) to inquire about hosting a "Know Your Rights" or similar community interaction event.
- e. *Kristen will revise the Work Plan and send to all members.*
- f. *Nancy will work on figuring out when the upcoming Senior Dinners are and try to attend one of those to discuss the PCAB.*

7. ADJOURN

A motion to adjourn was made by Jenny. The motion was seconded and approved by the Board. The meeting adjourned at 7:16pm.

Respectfully submitted,

Kristen Wright
Community Affairs Liaison