

- (2) THE ATTORNEY GENERAL OF MARYLAND
- (3) THE CITY SOLICITOR OF BALTIMORE CITY
- (4) THE POLICE COMMISSIONER OF BALTIMORE CITY
- (5) THE EXECUTIVE DIRECTOR OF THE LEGAL AID BUREAU, INC., OF BALTIMORE CITY
- (6) THE EXECUTIVE DIRECTOR OF THE MARYLAND HUMAN RELATIONS COMMISSION
- (7) THE EXECUTIVE DIRECTOR OF THE BALTIMORE CITY COMMUNITY RELATIONS COMMISSION

(C) [[THE BOARD SHALL ELECT ITS CHAIRMAN FOR A ONE YEAR TERM AND THEREAFTER EACH MEMBER OF THE BOARD EXCEPT THE SECRETARY, SHALL SERVE AS CHAIRMAN FOR ONE YEAR ON A ROTATING BASIS]] THE CITY SOLICITOR OF BALTIMORE CITY SHALL BE THE PERMANENT CHAIRMAN. THE REPRESENTATIVE OF THE LEGAL AID BUREAU SHALL SERVE AS SECRETARY.

(D) THE BOARD SHALL MEET IN EXECUTIVE SESSION AS OFTEN AS NECESSARY TO PERFORM ITS FUNCTIONS AND DUTIES, BUT IT SHALL MEET NOT LESS THAN ONCE A MONTH.

(E) IN ALL MATTERS, WHERE A QUORUM IS PRESENT A MAJORITY VOTE OF THE BOARD SHALL PREVAIL. A QUORUM CONSISTS OF 5 MEMBERS.

16-42. COMPLAINT PROCEDURES.

(A) ANY PERSON WHO CLAIMS TO HAVE BEEN SUBJECTED TO, OR ANY PERSON WHO CLAIMS TO HAVE PERSONAL KNOWLEDGE OF AN ACT OR ACTS OF DISCOURTESY, USE OF EXCESSIVE FORCE, OR INJURY ALLEGEDLY RESULTING FROM EXCESSIVE FORCE CAUSED BY POLICE PERSONNEL, MAY MAKE A COMPLAINT OF SUCH CONDUCT AT THE OFFICE OF THE INTERNAL INVESTIGATION DIVISION OF THE POLICE DEPARTMENT OF BALTIMORE CITY, THE LEGAL AID BUREAU, THE MARYLAND HUMAN RELATIONS COMMISSION, THE BALTIMORE COMMUNITY RELATIONS COMMISSION, OR AT ANY OF THE POLICE DISTRICT STATIONS.

(B) THE COMPLAINT SHALL BE REDUCED TO WRITING ON A SPECIAL C. E. B. FORM SERIALLY NUMBERED, SIGNED BY THE COMPLAINANT, AND NOTARIZED BEFORE A DULY AUTHORIZED NOTARY PUBLIC.

(C) ONE COPY OF THE COMPLETED FORM SHALL BE RETAINED BY THE RECIPIENT OF THE COMPLAINT AND A COPY GIVEN TO THE COMPLAINANT. A COPY SHALL BE MAILED WITHIN 48 HOURS TO THE INTERNAL INVESTIGATION DIVISION AND TO THE SECRETARY OF THE BOARD.