

**[PRE-ENROLLMENT] Frequently Asked Questions  
Police Community Advisory Board**

**I. What are the requirements to be a board member?**

Members must be 18 or over, must live full-time in Orleans Parish, must live full-time in the police district one wishes to serve, and not be in active litigation against the city.

**II. Do I have to have background or experience in public safety or criminal justice?**

No, there are no requirements to have experience in public safety or criminal justice.

**III. How long are the terms?**

PCAB member terms are two (2) year terms.

**IV. What is the time commitment?**

The time commitment depends on the performance level of each district board. However, the minimum time commitment for general members of PCAB should include meetings (as scheduled by each police district PCAB) which typically run for 1.5 hours. Officers of the advisory boards should plan for approximately 2 additional hours of work on top of the meetings themselves. Attendance at meetings is mandatory for all members, failure to participate may result in removal from the board. The opportunity for PCAB members to commit more time than what is minimally necessary does exist, but that opportunity is at the discretion of each PCAB and what it works to accomplish.

**V. Are meetings held in person or virtually?**

PCABs follow the city's COVID protocols. Most have adopted a hybrid format.

**VI. How do I know which police district I live in?**

[Whereyat.nola.gov or call 311]

**VII. I own a business in New Orleans, but I live in another Parish. Can I still apply?**

No, a PCAB applicant must be a full-time resident of New Orleans and of the police district which the applicant is applying for.

**VIII. I live in one part of the city, but I own/operate a business in a different district. Can I apply for the PCAB where my business is located?**

No, an applicant and member must be a full-time resident of the police district which the member is applying for.

**IX. Can I apply if I have a criminal record?**

Yes. Previous convictions or arrests do not prevent service in this capacity.

**X. Are translation services available? Can I attend meetings or serve on a board if I don't speak English?**

Not at this time.

**XI. What are the responsibilities of PCAB members? What am I expected to do?**

The main responsibilities of PCAB members are thus: 1.) attend the quarterly PCAB/community meetings; 2.) assist your fellow board members with coordinating and executing the meetings; 3.) assist your fellow board members with advertising or promoting the meetings to your community (neighbors, churches, civic groups, neighborhood associations, businesses, et al.); 4.) coordinate and/or attend PCAB outreach events or community events other organizations with which PCAB has partnered; 5.) lead the meetings with community to receive input from the community and assess inventive approaches to public safety and criminal justice; 6.) get to know your police district leadership and officers; 7.) and understand NOPD operations so you can assess and then make realistic and practical recommendations that can be implemented in your neighborhood, and/or scaled up into other neighborhoods as well.

**XII. Is PCAB controlled by NOPD?**

No. It is supported by NOPD, the Mayor's Neighborhood Engagement Office, the United States Department of Justice, and the New Orleans Office of Criminal Justice Coordination. However, PCABs are citizen led and citizen coordinated advisory boards that meet with and engage its fellow citizens to think about public safety matters, to provide and adopt ideas that could improve public safety and the quality of policing, and to make recommendations to NOPD which is obligated in this structure to consider and respond to those recommendations.

**XIII. Are the meetings run by NOPD? Does NOPD have a presence at these meetings?**

No, the PCAB meetings are not run by NOPD. PCAB meetings are facilitated by the community members serving on the board and are for community voices. NOPD does, however, support PCABs in whatever way possible by request of the PCAB. A very good example of how NOPD supports the service work of the PCAB is with some logistics support to ensure police district officers and captains are available to engage in discussion if desired by the PCAB and the community it serves.

**XIV. How many people are on the board?**

Each PCAB has seven (7) residents; and there are eight (8) different boards, one for each police district in New Orleans.

**XV. Can our PCAB host events?**

Absolutely. You can also partner with other groups to hold events.

Examples of past events that PCABs have held or participated in include anti-crime walks, voter registration drives, neighborhood tree planting, and community fun days.

**XVI. Can PCAB members decide whom NOPD should hire?**

No, the members of PCAB cannot make decisions about staffing, budget, or deployment.

PCABs make recommendations based on dialogue with its community and NOPD leadership to identify ideas or new ways of approaching a public safety issue.

**XVII. Does NOPD have to implement recommendations approved by PCABs?**

No; however, they must review and respond to every recommendation that a PCAB votes to approve as an official recommendation. If it is within the power of the district captain and personnel and budget, that recommendation is implemented.

NOPD has a limited amount of time to provide an official response to an official PCAB recommendation and is required to do so to indicate whether a recommendation is doable or not.

**XVIII. Who can participate in the meetings?**

Anyone can participate in the PCAB meetings. PCAB meetings are public. The more the participation, the better the PCAB role is performed.

**XIX. Why are they necessary?**

PCABs are an opportunity for a citizen operated board and the community to improve policing in New Orleans and, ultimately, to improve everyone's public safety and quality of life. PCABs provide an opportunity for citizens to participate directly in improving public safety by improving their access to the police leadership and officers duty bound to protect and serve them.

## **Police Community Advisory Board Approval and Onboarding Process**

- I.** PCAB Member Application is submitted to The Office of Neighborhood Engagement.
- II.** Member Eligibility review process includes, completed application, verification of 18years or older, and proof of Orleans Parish residence.
- III.** PCAB members receive approval status from the Office of Neighborhood Engagement to the email address on file.
- IV.** Once a PCAB member, you will receive an online training link from The Office of Neighborhood Engagement to the email address on file to be completed before the first PCAB meeting.
- V.** Once training is completed, The New Orleans Police Department will send out the PCAB member roster, PCAB manual, PCAB Recommendation Form, and other helpful materials to support the PCAB members.
- VI.** PCAB members will determine meeting dates and times, approve the quarterly meeting schedule which ensures that a Captain or Lieutenant will be present at upcoming quarterly meetings, send the updated schedule to the NOPD point of contact provided and add them to the calendar of Neighborhood Engagement.

[\(https://nola.gov/neighborhood-engagement/calendar/submit/\)](https://nola.gov/neighborhood-engagement/calendar/submit/)