

MEETING MINUTES
Independent Community Policing Review Board
January 4, 2023 Meeting – 7:00 p.m. City Council Workroom

Present: Members of Board: Todd Pilot, Emily Flores, Darryllyn Franklin, Rob Krupicka, Christopher Lewis, Ingris Moran, Jeanne O’Toole, Francisco Duran.

Absent: None.

Also Present: Kim Neal, Independent Auditor; Robert Porter, Assistant City Attorney; Mr. Lambert, Interim Deputy City Manager.

Recorded by: Gloria Sitton, City Clerk and Clerk of Council.

1. Call to Order and Roll Call.

Mr. Pilot, Chair, called the meeting to order to 7:07 p.m., and the following members of the board were present. Todd Pilot, Emily Flores, Darryllyn Franklin, Rob Krupicka, Christopher Lewis, Ingris Moran, Jeanne O’Toole, and Francisco Duran.

2. Approval of Meeting Agenda.

WHEREUPON, upon motion by Mr. Krupicka, seconded by Ms. Franklin and carried unanimously, the board approved the agenda. The vote was as follows: In favor,, Mr. Pilot, Ms. Flores, Ms. Franklin, Mr. Krupicka, Mr. Lewis, Ms. Moran, and Dr. Duran; Opposed, none.

3. Approval of Minutes from December 14, 2022 Meeting.

WHEREUPON, upon motion by Ms. Franklin, seconded by Mr. Lewis and carried unanimously, the minutes for December 14, 2022 were approval with corrections. The vote was as follows: In favor,, Mr. Pilot, Ms. Flores, Ms. Franklin, Mr. Krupicka, Mr. Lewis, Ms. Moran, and Dr. Duran; Opposed, none.

4. Training Discussion – Kim Neal.

Ms. Neal noted that all training requirements have been met and wanted to discuss whether the members would like to restart the requirements or look at fulfilling the remainder of the requirements. The Board discussed the completion of trainings and noted that the trainings were on the honor system. Ms. Neal stated that she could work with the Board and APD to schedule ride-a-longs going forth. Ms. Neal presented the Board with a checklist for tracking training requirements in the future. Mr. Pilot suggested that members communicate with Ms. Neal about completed trainings and that everyone try to complete training for the previous year by the end of January 2023.

5. Discussion of statements on conflicts of interest, confidentiality, and financial disclosure

Ms. Neal distributed a standards of professional conduct form, including confidentiality and financial disclosure, noting that it may be important as the Board gets more work dealing with investigations.

A motion was made by Mr. Krupicka, seconded by Ms. Franklin, to adopt the Standards of Professional Conduct for the ICPRB, with an edit to section 7, removing “pursuant to Board consensus” from that section.

WHEREUPON, upon the motion was amended by Mr. Krupicka, seconded by Ms. Franklin, to place this item on the docket item on the February agenda for final consideration by the board. The vote was as follows: In favor,, Mr. Pilot, Ms. Flores, Ms. Franklin, Mr. Krupicka, Mr. Lewis, Ms. Moran, and Dr. Duran; Opposed, none.

6. Discussion of the Board’s role under City Code Section 2-4-230, which requires the City Manager to submit a review to City Council on the “Independent Community Policing Review” Article in the Alexandria City Code (Article AA, Chapter 4, Title 2 of the City Code).

Ms. Neal reported that there is a requirement for the City Manager to report on the Board and she wanted to set a discussion for the February meeting on the portion that the Board is responsible for as part of the review. There was discussion about what to submit as part of the review, whether to receive public comment by the Board, and whether to request an extension from the City Manager’s Office for submission of comments by the April 1st deadline.

WHEREUPON, motion by Mr. Krupicka, seconded by Dr. Duran and carried unanimously, that the Board receive public comment at its February meeting as it relates to the current governing ordinance for the body and following the meeting, craft a letter to City Council share Board and public input on the ordinance. The vote was as follows: In favor,, Mr. Pilot, Ms. Flores, Ms. Franklin, Mr. Krupicka, Mr. Lewis, Ms. Moran, and Dr. Duran; Opposed, none.

Ms. Neal recommended that members review the ordinance prior to the meeting for items that may need changes or review.

7. Update on status of Bylaws – Bylaws Subcommittee.

Mr. Krupicka reported that Bylaws Subcommittee meeting with Ms. Neal and reached the consensus to create several documents including: (1) a bylaws document; (2) an operating procedures document; and (3) a MOU document. This suggestion would give the Board more ability to change the documents, that need to be approved by Council. Mr. Krupicka noted that the subcommittee would bring the revised bylaws document and the operating procedures document to the Board in the next couple meetings for review and adoption.

8. Discussion of Police Chief’s attendance at the Board’s upcoming April meeting – Kim Neal.

Ms. Neal reported that Police Chief Hayes is available to attend the April meeting of the Independent Community Policing Review Board.

9. Discussion of requirement to videotape and post Board meetings – Kim Neal.

The Board discussed the requirement of videotaping and posting the Board Meetings. Ms. Neal described the technology options that are available in order for the Board to meeting the requirements in the ordinance. Ms. Neal also noted that the Board may want to remove the requirement for videotaping from the ordinance. Ms. Neal noted that she would work with ITS and Office of Communications and Public Information to determine the fiscal impact of videotaping.

10. New Business.

The Board inquired of Ms. Neal about additional staffing from her office and other budgetary matters that impact her office.

11. Public Comment.

None.

12. Scheduling next meeting.

The next board meeting was scheduled for February 1, 2023 at 7:00 p.m.

13. Meeting Adjournment.

WHEREUPON, upon motion by Mr. Lewis, seconded by Ms. Moran and carried unanimously, the meeting was adjourned at 7:58 p.m. The vote was as follows: In favor,, Mr. Pilot, Ms. Flores, Ms. Franklin, Mr. Krupicka, Mr. Lewis, Ms. Moran, and Dr. Duran; Opposed, none.