

Memorandum of Understanding

ALEXANDRIA POLICE DEPARTMENT •
INDEPENDENT COMMUNITY POLICE REVIEW BOARD
• INDEPENDENT POLICING AUDITOR

Required under City
Code § 2-4-221



Establishes framework
for collaboration
between Police, Board,
and Auditor



Defines roles,
responsibilities, and
communication
processes



Ensures transparent,
accountable, and
impartial oversight

Purpose

Implementation

The diagram consists of three overlapping rectangular boxes arranged horizontally. Each box has a dark gray background with a lighter gray rounded rectangle in the center. The text is centered within the lighter gray area. The first box on the left contains the text 'Compliance responsibility: Chief of Police & Board Chair'. The middle box contains 'Collaboration with Auditor, City Manager, and City Attorney'. The third box on the right contains 'Ongoing training and updates for all Parties'.

Compliance
responsibility:
Chief of Police &
Board Chair

Collaboration with
Auditor, City
Manager, and City
Attorney

Ongoing training
and updates for all
Parties

Modifications



Updates must be in writing



Require agreement of all Parties

Key Definitions (Examples)

- Administrative Complaint – misconduct allegation investigated internally
- Misconduct – violations undermining public trust
- Severe Misconduct – serious violations (e.g., excessive force, dishonesty, bias)
- Use of Force – actions involving physical force or weapons
- Garrity v. New Jersey – protects compelled admin investigation statements

Investigations (Auditor & OPR)

Complaints may be filed with Auditor, Board, or Police OPR

Auditor notifies OPR & Board within 3 business days

Auditor may monitor or initiate independent investigations

Independent cases: Death, Use of Force, Discriminatory Bias, Severe Misconduct

Roles & Responsibilities

- Auditor – monitor, conduct investigations, issue reports
- Board – receive concerns, hold hearings, approve/disapprove findings
- Police – retain investigation role, ensure cooperation & evidence access

Board Review Process

Board reviews Auditor and OPR
investigations



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graph TD; A[Board reviews Auditor and OPR investigations] --> B[May concur, recommend policy changes, request more investigation, refer to Commonwealth's Attorney]; B --> C[Chief of Police must provide written response within 30 days];
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May concur, recommend policy
changes, request more investigation,
refer to Commonwealth's Attorney

Chief of Police must provide written
response within 30 days

Board reviews
directives, reports,
data, and budget

May recommend
reforms to Council,
City Manager, and
Police

Recommendations
publicly reported

Policy Review

Cooperation & Access

Auditor
access to all
unredacted
reports, files,
footage

Police ensure
timely
cooperation

Auditor may
escalate non-
compliance to
City Manager
or Council

Subpoena
authority
available

Confidentiality & FOIA

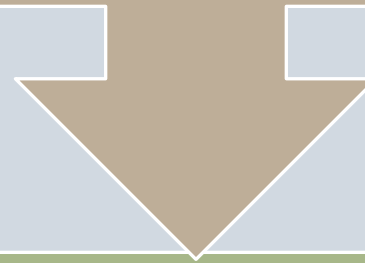


**BOARD AND AUDITOR MUST COMPLY
WITH ETHICS AND FOIA LAWS**



**CONFIDENTIALITY COVERS
DISCIPLINARY ACTIONS, TESTIMONY,
INVESTIGATIVE FILES**

Commendations may be
submitted in writing,
meetings, online, or
anonymously




Auditor forwards
commendations to Chief of
Police & OPR

Commendations

Board Meetings & Reports

Findings: Sustained, Not Sustained,
Exonerated, Unfounded, Policy Review, or
Dismissal

A light beige arrow pointing downwards from the first box to the second box.

Public hearings required for Auditor reports

A light beige arrow pointing downwards from the second box to the third box.

Recommendations shared with Police,
Council, City Manager

1

Initial: ride-alongs,
NACOLE training,
legal/ethical
obligations

2

Annual: ride-alongs,
oversight training,
CJIS compliance

3

Additional: trauma-
informed policing,
civil rights,
investigations

Training



Board & Auditor
may submit
legislative/policy
recommendations



Police must inform
Board of proposed
legislation
impacting
responsibilities

Legislative Impact

Review & Termination



ANNUAL REVIEW AFTER
FIRST YEAR, THEN BI-
ANNUAL



AUDITOR PROVIDES
UPDATE TO COUNCIL



DISPUTES: GOOD FAITH
NEGOTIATION, CITY
COUNCIL FACILITATION



TERMINATION: MUTUAL
AGREEMENT WITH 60
DAYS' NOTICE