

Independent Community Policing Review Board
December 3rd, 2025, 7:00 PM – 9:00 PM
City Council Workroom, City Hall

MINUTES

1. Call to Order and Roll Call.

Vice Chair Alexis Stackhouse started the meeting at 7:00 PM.

Board members present:

Suzanne Berkley
Darrlynn Franklin
Lawrence Lewis
Jeanne O'Toole
Deborah Porter, Secretary
Alexis Stackhouse, Vice Chair
Jules Tamegue

Board members absent:

Christopher Lewis, Chair¹

City Staff present:

Ameratu Kamara, Interim Independent Policing Auditor/Director
Ashley Kollmorgen, Management Analyst
Robert Porter, Assistant City Attorney
David Lanier,

2. Introduction (Read by Board member, James Tamegue)

The Independent Community Policing Review Board (ICPRB) was established by the Alexandria City Council via unanimously adopted Resolution 2950 on June 9, 2020, which condemned police brutality and systemic racism; reaffirmed that Black Lives Matter; and stated Council's intent to establish a community policing review board in our City. The resolution also affirmed that the City of Alexandria and all government officials have a duty to ensure the protection of all communities through actions and reform, including in the justice system. After careful consideration, at its public hearing on April 17, 2021, the City Council voted unanimously to adopt an ordinance establishing the structure of a new Independent Community Policing Review Board, to be effective as of July 1, 2021, along with its authorizing state law. The City Council also established the Office of the Alexandria Independent Policing Auditor (AIPA).

3. Board's Purpose (Read by Secretary, Deborah Porter)

¹ Board member was excused

The Independent Community Policing Review Board is an eight-member board whose purpose is to enhance policing legitimacy and to increase and maintain trust between and among the police department, city council, city manager and the public. The board shall provide timely, fair and objective review of administrative investigations conducted by the Independent Policing Auditor and Alexandria Police Department (APD) as well as the Independent Policing Auditor's evaluation of policing policies, practices, procedures, and outcomes in Alexandria. The Board shall also recommend meaningful assessments and corrective recommendations intended to remedy discriminatory practices, including racial and social inequities; ensure the protection of all communities through recommended actions and reform, including in the criminal justice system; and recommend strategies for effectively implementing these reforms in our community.

4. Approval of Meeting Agenda

WHEREUPON, on motion by Member Franklin, seconded by Secretary, Porter the Board unanimously approved the agenda with corrections. Opposed, none.

5. Approval of Minutes from November 5th, 2025.

WHEREUPON, on motion by Member Franklin, seconded by member Tamegue, the Board unanimously approved the meeting minutes November 5th, 2025, with corrections. Opposed, none.

6. Public Comments

No Public Comment

7. Auditor Update

Independent Policing Auditor, Ameratu Kamara advised ICPRB members that she would be providing an annual update to City Council on Tuesday, December 9th at 7:00 PM.

The Auditor presented the draft FY2026 Collaborative Community Engagement Plan, emphasizing that it is a proposed framework intended to solicit Board member feedback and ideas on how to strengthen a collaborative approach to community engagement during monthly meetings. The Auditor noted that, due to renovations beginning in January 2026, meetings will not be held in the City Hall Workroom for the next two to three years.

The Auditor also outlined AIPA-led community engagement initiatives planned for the year, highlighting efforts to educate the public on how to submit complaints or commendations using the new Case Management System (CMS). The Auditor reviewed the report in detail, including the proposed meeting locations and engagement activities for each month. Board members provided feedback and shared ideas regarding the plan, proposed locations, and engagement strategies.

Primary Board feedback on expanding community outreach focused on leveraging multiple communication channels, including integrating 311, issuing press releases for community events to increase visibility and attendance, and utilizing listservs, distribution lists, and social

media platforms. The overarching emphasis was on providing the community with multiple avenues to access and engage with both Board members and AIPA staff.

Board member, Berkey, also mentioned the initiative of including youth in the conversation and requested the opportunity to reach out to PTSA. It was agreed that they would be considered Stakeholders. Vice Chair, Stackhouse agreed and tasked member, Berkey with taking point on that initiative for the next Board meeting.

Also, during this time, the Board members confirmed the January ICPRB meeting will be held on January 7th at the Charles Houston Recreation center.

8. New Board Business

✓ February 2026 APD Training Date

WHEREUPON, on motion by Secretary, Porter, seconded by member Tamegue, the Board voted to approved having the annual APD training at the Alexandria Police Department on February 28th, 2026. 7 Ayes, Opposed, One.

9. Old Board Business

✓ ICPRB Annual Report

WHEREUPON, on motion by member Franklin, seconded by member Tamegue, the Board unanimously approved the ICPRB Annual Report for FY2025. Opposed, none.

It was requested by Board members to have AIPA staff member, Ashley Kollmorgen, edit the Final Draft to include page numbers.

10. NACOLE TRAINING – PART III

✓ Community/Stakeholder Outreach and Engagement (1 Hour – Virtual)

Cammie McElhiney, Executive Director of NACOLE (National Association for Civilian Oversight of Law Enforcement) provided a virtual NACOLE training to ICPRB members to conclude the required annual FY2025 hours for all Board members.

This training was started before meeting (at 6:00 P.M.) due to an error with the start time of the meeting not being properly posted on the City Calendar.

11. Legal & Ethical Training

- ✓ ICPRB Obligations under FOIA AND COIA (conflicts of Interests Acts) presented by David Lanier
- ✓ ICPRB Obligations in ethics statements, training requirements, rules on remote attendance and virtual meetings presented by Robert Porter

David Lanier from the City Attorney's office presented the ICPRB Obligations under FOIA and COIA training to the Board members. He provided a high-level review of the training materials provided at the meeting.

Robert Porter from the City Attorney's Office presented the ICPRB Obligations in ethics, statements, training requirements, rules on remote attendance and virtual meetings presented.

Both trainings are required annual trainings for ICPRB members and satisfied the annual hour(s) requirement for FY2025 for all Board members.

12. Agenda Items and Next Meeting Scheduling

- ✓ Confirm future meeting dates:
 - January 7th, 2026 – Monthly Board Mtg (Board Officer Elections)
 - February 4th, 2026 – Monthly Board Mtg – NACOLE Training – Part I (FY26 training) and APD Training
 - March 4th, 2026 – Monthly Board Mtg - NACOLE TRAINING – PART II

13. Announcements.

- ✓ Reminders:
 - December 3rd, 2025 – Board Mtg - PART III NACOLE TRAINING & CAO Legal/Ethical Training (Mtg time will be 6:00 PM – 9:00 PM to accommodate trainings)
 - January 7th, 2026 – Monthly Board Mtg (Board Officer Elections)
 - February 4th, 2026 – Monthly Board Mtg – NACOLE Training – Part I (FY26 training)

Check your city MS Outlook email and calendar regularly for updates regarding upcoming related community engagement activities as well as other important information shared by AIPA staff.

14. Motion to Adjourn the meeting.

WHEREUPON, on motion by Member Franklin, seconded by member Tamegue, the Board unanimously approved to adjourn the meeting. Opposed, none.

The meeting concluded at 8:17 PM.

Thank you for viewing and attending the Independent Community Policing Review Board's meeting today. Remember, the Board is here to help you address any concerns you have regarding interaction with an Alexandria Police Department employee. While our primary purpose is to review investigations of misconduct by APD, even if your concern does not fall within our purview, the Independent Community Policing Review Board will collaborate with the Independent Policing Auditor to address your concerns or commendations with APD.

Our Board meetings are open to the public, and all are encouraged to attend.