

**Independent Community Policing Review Board  
Meeting of June 7, 2023 at 7:00 PM  
City Council Workroom, City Hall**

**MINUTES**

1. Call to Order and Roll Call.

The Chair called the meeting to order at 7:02 PM.

Board Members present:

Francisco Duran  
Darrlynn Franklin, Secretary  
Rob Krupicka, Vice Chair  
Ingris Moran  
Todd Pilot, Chair  
Alexis Stackhouse

Board Members absent:

Christopher Lewis  
Jeanne O'Toole

City Staff Members present:

Yon Lambert, Deputy City Manager  
Kim Neal, Independent Policing Auditor  
Robert Porter, Assistant City Attorney

The Chair also recognized community members in attendance.

The Chair declared that a quorum of the Board was present and commenced the meeting.

2. Approval of Meeting Agenda.

WHEREUPON, on motion by Mr. Krupicka, seconded by Ms. Stackhouse, the Board unanimously approved to move agenda items 15 and 16 before they convene in closed session. Opposed, none.

3. Approval of Minutes from May 3, 2023.

WHEREUPON, on motion by Mr. Duran, seconded by Ms. Franklin and carried by a vote of five in favor and one abstention by Chair Pilot, the minutes for May 3, 2023 were approved. Opposed, none.

4. Commencement of Public Hearing: Independent Community Policing Review Board (ICPRB) Bylaws.

Mr. Krupicka noted that the Bylaws were discussed at the previous meeting and then slated for a public hearing at the June 7<sup>th</sup> meeting before sending to the City Council.

The proposed Bylaws were previously placed on the City website for public review.

5. Public Hearing: ICPRB Bylaws.

*At this time, the Board welcomes comments regarding the Bylaws as well as any general comments from the public for a period of up to three minutes per speaker.*

6. Motion to close the Public Hearing.

WHEREUPON, on motion by Mr. Krupicka, seconded by Mr. Duran, the Board unanimously approved to close the public hearing. Opposed, none.

7. Further ICPRB Discussion regarding ICPRB Bylaws.

There was no further discussion.

8. Motion to adopt Bylaws and send to City Council for adoption.

WHEREUPON, on motion by Mr. Krupicka, seconded by Ms. Franklin, the Board unanimously approved the Bylaws. Opposed, none.

9. Public Comments

WHEREUPON, on motion of Mr. Krupicka, seconded by Ms. Franklin, the Board unanimously approved opening the Board meeting to receive public comments. Opposed, none.

There was a question from a community member about the status of the Board. Chair Pilot and Vice Chair Krupicka provided an overview of the Board's undertakings thus far since its inception in 2022.

WHEREUPON, on motion of Mr. Krupicka, seconded by Ms. Franklin, the Board unanimously approved closing the public comment period. Opposed, none.

10. Office of the Independent Policing Auditor Budget Overview.

Ms. Neal addressed the budget for the remainder of FY2023 and responded to Board questions.

11. City Manager's Office Update – ICPRB Enabling Ordinance Recommendation to City Council.

Mr. Lambert addressed a draft letter from the City Manager to the City Council setting forth general, proposed changes.

## 12. Board Members' execution of Standards of Professional Conduct Agreement.

Present board members executed the Standards of Professional Conduct Agreement and submitted the executed forms to Ms. Neal.

## 13. New Business/Announcements.

- Introduction of Legal Intern, Office of Independent Policing Auditor
- PAST DUE ITS Security Training
- Reminder – 2023 Attestation: Completion of Independent Community Policing Review Board Training (Form Provided)
- Upcoming Training:
  - NACOLE
    - Part 1: July 8, 9 AM – 1 PM
    - Part 2: July 19, 7 PM – 9 PM
    - Part 3: October 4, 7 PM – 9 PM (Proposed)
  - APD
    - September 16, 8:30 AM – 5:30 PM
- Future 2023 Board Meeting Dates
  - July 5, 7 PM – 9 PM
  - August 2, 7 PM – 9 PM
  - September 6, 7 PM – 9 PM
  - October 4, 7 PM – 9 PM
  - November 1, 7 PM – 9 PM
  - December 6, 7 PM – 9 PM

Ms. Neal informed the Board about the new summer Legal Intern in her office.

Ms. Neal informed the Board that there were three Board members who still need to complete their security awareness training.

Mr. Duran will not be available October 4<sup>th</sup> for the NACOLE training, so the Board discussed the last part of the NACOLE training to occur at their November 1<sup>st</sup> or December 6<sup>th</sup> meeting. Ms. Neal will confirm with the NACOLE Executive Director regarding which date works best.

Ms. Franklin recommended that the Board's regular meeting on July 5<sup>th</sup> be changed to July 8<sup>th</sup>. Mr. Krupicka noted that he will not be present at the July 8<sup>th</sup> meeting.

WHEREUPON, on motion of Mr. Duran, seconded by Mr. Krupicka, the Board unanimously approved to move the July 5<sup>th</sup> meeting to July 8<sup>th</sup>. Opposed, none.

Mr. Krupicka recommended that the meeting in August be canceled due to the multiple meeting dates in July.

WHEREUPON, on motion of Mr. Krupicka, seconded by Mr. Duran, the Board approved the cancellation of their August meeting. Opposed, Ms. Stackhouse.

14. Agenda Items and Scheduling Next Meeting.

The next Board meeting will be July 8, 2023.

15. New Business/Announcements.

Ms. Stackhouse asked, other than the Bylaws Subcommittee, whether there were any other Board subcommittees. Chair Pilot confirmed there were none. Ms. Stackhouse inquired about the process to propose a subcommittee. Chair Pilot welcomed a discussion about any recommended subcommittees. Ms. Stackhouse questioned the Board's review of school resource officers' practices. Ms. Franklin provided that Mr. Lewis serves as the Board's representative, appointed by the City Council. There was discussion amongst the Board members that Mr. Lewis should provide an update to the Board.

16. Closed Session

*Motion to convene in closed session to consider a personnel matter pursuant to Section 2.2-3711(A)(1) of the Code of Virginia.*

WHEREUPON, on motion by Mr. Krupicka, seconded by Mr. Duran, the Board unanimously approved to convene in closed session to consider a personnel matter pursuant to Section 2.2-3711(A)(1) of the Code of Virginia. Opposed, none.

17. Reconvene in Open Session and Motion to Certify Closed Session.

WHEREUPON, on motion by Ms. Franklin, seconded by Ms. Stackhouse, the Board unanimously approved to reconvene in open session at 8:28 PM. Opposed, none.

*Motion to certify that the Alexandria Independent Community Policing Review Board has this 7th day of June, 2023 recessed into closed session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act, Code of Virginia Section 2.2-3712; and that to the best of each member's knowledge, only public business matters that were identified in the motion by which the closed session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by the Board during the closed session.*

WHEREUPON, on motion by Mr. Krupicka, seconded by Mr. Duran, the Board unanimously moved to certify that the Alexandria Independent Community Policing Review Board has this 7th day of June, 2023 recessed into closed session pursuant to a motion made and adopted in accordance with the Virginia Freedom of Information Act, Code of Virginia Section 2.2-3712; and that to the best of each member's knowledge, only public business matters that were identified in the motion by which the closed session was convened, and that are lawfully exempted by the Freedom of Information Act from the Act's open meeting requirements, were heard, discussed or considered by the Board during the closed session. Opposed, none.

18. Motion to approve sending comments to Council regarding Closed Session personnel matter.

WHEREUPON, on motion by Mr. Krupicka, seconded by Ms. Stackhouse, the Board unanimously approved to direct the Chair to provide the Mayor with the information discussed in the executive session. Opposed, none.

19. Motion to Adjourn the Meeting.

WHEREUPON, on motion by Mr. Krupicka, seconded by Ms. Stackhouse, the Board unanimously approved to adjourn the meeting. Opposed, none.

The meeting concluded at 8:30 PM.