

Draft Police Oversight Ordinance for Consideration by the Charlottesville City Council

ARTICLE XVI. – POLICE CIVILIAN OVERSIGHT BOARD

AN ORDINANCE TO AMEND AND REENACT THE PROVISIONS OF THE CODE OF THE CITY OF CHARLOTTESVILLE (1990), AS AMENDED, CHAPTER 2 (ADMINISTRATION)

WHEREAS, the Charlottesville City Council previously enacted an ordinance establishing a Charlottesville Police Civilian Oversight Board and codified the ordinance within Chapter 2, Article XVI of the Code of the City of Charlottesville (1990), as amended; and

WHEREAS, on October 28, 2020 the Virginia General Assembly enacted House Bill 5055, the provisions of which become effective July 1, 2021, and this legislation expressly authorizes the governing body of a locality to establish a law enforcement civilian oversight body; and

WHEREAS, City Council hereby finds that it is in the public’s best interests to amend Chapter 2, Article XVI of the City Code to name the City’s Police Civilian Oversight Board in conformity with Virginia Code § 9.1-601 and to empower the City’s Police Civilian Oversight Board with certain additional oversight authority and duties enabled by the statute.

NOW, THEREFORE, BE IT ORDAINED by the Council for the City of Charlottesville, Virginia, that Article XVI within Chapter 2 of the Code of the City of Charlottesville (1990) is amended and reenacted, as follows:

ARTICLE XVI-POLICE CIVILIAN OVERSIGHT BOARD

Sec. 2-450.-Title

This article shall be known as the Charlottesville Police Civilian Oversight Board Ordinance.

Sec. 2-451.-Police Civilian Oversight Board Established; Immunities.

There is hereby established a Charlottesville Police Civilian Oversight Board which shall be referred to as the Police Civilian Oversight Board, or “the Board”, within this article. The Board shall have the authority and duties of a law-enforcement civilian oversight body, as expressly authorized by state law and as provided within this ordinance. The Police Civilian Oversight Board shall enjoy the protection of sovereign immunity to the extent allowed and provided by Virginia statutory and common law.

Sec. 2-452.-Powers and Duties of the Police Civilian Oversight Board .

(a) The Police Civilian Oversight Board shall have the following powers and duties:

- (1.) To receive, investigate, and issue findings on complaints from civilians regarding the conduct of law enforcement officers and civilian employees of the Charlottesville Police Department;

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- (2.) To investigate and issue findings on incidents, including the use of force by a law enforcement officer, death or serious injury to any individual held in custody, serious abuse of authority or misconduct, allegedly discriminatory stops, and other incidents regarding the conduct of law enforcement officers and civilian employees of the Charlottesville Police Department;
- (3.) At the conclusion of any investigation conducted pursuant to subdivisions (1) and (2), above, and consistent with the Board’s findings in the investigation: to recommend to the Chief of Police disciplinary action in cases that involve serious breaches of departmental and professional standards, as defined within Board Operating Procedures adopted pursuant to Sec. 2-466;
- (4.) To investigate policies, practices, and procedures of the Police Department and to make recommendations regarding changes to such policies, practices and procedures, as set forth within Sec. 2-461 of this article;
- (5.) To review investigations conducted internally by the Police Department, as set forth in Sec. 2-458 of this article, including internal investigations of civilians employed by the Police Department, and to issue findings regarding the accuracy, completeness, and impartiality of the investigations and the sufficiency of any discipline resulting from such investigations;
- (6.) To request reports of the annual expenditures of the Police Department, and to make budgetary recommendations to the City Council concerning future appropriations;
- (7.) To make public reports on the activities of the Police Civilian Oversight Board, including investigations, hearings, findings, recommendations, determinations and oversight activities;
- (8.) To hold hearings and, if, after making a good faith effort to obtain voluntarily the attendance of witnesses and the production of books, papers, and other evidence necessary to perform its duties, the Board is unable to obtain such attendance or production, to apply to the Circuit Court for the City of Charlottesville for a subpoena compelling the attendance of such witness or the production of such books, papers and other evidence, and the court may, upon good cause shown, cause the subpoena to be issued. Any person so subpoenaed may apply to the Charlottesville Circuit Court to quash it; and
- (9.) To undertake other duties, as reasonably necessary, for the Police Civilian Oversight Board to effectuate its lawful purpose as provided for in this article, in order to effectively oversee the Police Department.

(b) The Board is authorized to receive and shall be provided full access to all Police Department reports, files and records related to Board investigations of complaints and incidents, or its review of Police Department internal affairs investigations, as authorized in this ordinance. All records, documents and

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79 materials in the possession of the Police Department or the City that are determined by the Board to be
80 necessary and requested by the Board to carry out its authorized powers and responsibilities shall be
81 provided to the Board subject to Board procedures adopted, with Council approval, for the protection of
82 confidential information as defined in such procedures.

83 (c) The Police Civilian Oversight Board shall not exercise the powers and duties set forth within
84 paragraphs (a)(1)-(9), or any of said paragraphs, until (i) City Council approves Operating Procedures,
85 based upon recommendations of the Board, for performance of such powers and duties pursuant to sec.
86 2-466 of this article, and (ii) sufficient public funds have been appropriated by City Council within the
87 Board's annual budget for all staff, independent investigators/auditors, independent legal counsel and
88 other resources as are necessary for the Board to effectively carry out such duties and powers.

89 **Sec. 2-45 3.- Police Civilian Oversight Board Membership Appointment,** 90 **and Terms.** 91

92 (a) Board composition. The Police Civilian Oversight Board shall reflect the demographic diversity of the
93 City of Charlottesville. The Police Civilian Oversight Board shall be composed of seven voting
94 members and one non-voting member appointed by the City Council. The members shall be
95 removable by the City Council for cause as specified in Operating Procedures adopted pursuant to
96 section 2-466.

97 (1) The seven voting members of the Police Civilian Oversight Board shall be residents of the City of
98 Charlottesville except that the member who represents an organization that seeks racial or social
99 justice on behalf of historically disadvantaged communities shall either be a resident of the City of
100 Charlottesville or the organization they represent shall perform advocacy on behalf of City of
101 Charlottesville residents.

102 (2) The seven voting members shall include: at least three members who come from historically
103 disadvantaged communities that have traditionally experienced disparate policing or who are
104 residents of public housing, and at least one other member who represents an organization that
105 seeks racial or social justice on behalf of historically disadvantaged communities.

106 (3) The non-voting member of the Police Civilian Oversight Board shall be an individual with policing
107 expertise or experience. The non-voting member may be a retired law enforcement officer, who
108 prior to his or her retirement was employed in a locality similar to the City of Charlottesville.

109 (4) No Police Civilian Oversight Board member shall be a current City of Charlottesville employee, a
110 current candidate for public office, a former member of the Charlottesville Police Department, an
111 immediate family member of a current Charlottesville Police Department employee, or a current
112 employee of a law enforcement agency.

113 (b) Appointment Process. The City Council shall appoint the members of the Police Civilian Oversight
114 Board. The Council shall announce a public application process with applications available online and by

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115 hardcopy in English and Spanish for individuals interested in serving on the Police Civilian Oversight
116 Board.

117 (c) Terms. Each member of the Police Civilian Oversight Board shall be appointed for a term of three
118 years, which term for any particular Board member may be extended for an additional period of time, in
119 the determination of the City Council, to provide for staggering as deemed appropriate and necessary.

120 (d) Vacancies. If a Police Civilian Oversight Board member's service on the Board ends before the
121 conclusion of the Board member's term or any extended term, the City Council shall appoint an
122 individual to complete the remainder of the term. A Board member whose term has expired may
123 continue to serve until his or her successor is appointed by City Council.

124 **Sec. 2-454. - Public Meetings.**

125

126 The Charlottesville Police Civilian Oversight Board shall hold public meetings at least once per calendar
127 month. Special meetings may be called by the Chair of the Board or any two Board members, in
128 accordance with the requirements of applicable law.

129 **Sec. 2-455.-Police Civilian Oversight Board Executive Director**

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131 (a) The City Manager shall appoint a Police Civilian Oversight Board Executive Director with the approval
132 of a majority vote of the City Council.

133 (b) As a part of any Police Civilian Oversight Board Executive Director appointment process, the City
134 Manager shall convene an interview panel that includes two members of the Police Civilian Oversight
135 Board. If the two members of the Police Civilian Oversight Board serving on an interview panel
136 recommend a candidate for appointment as Executive Director, the City Manager shall provide a written
137 justification to the Board if a different candidate is appointed.

138 (c) The duties of the Executive Director shall be to support the Board in the implementation and exercise
139 of all of its functions authorized under this ordinance and to undertake or ensure the performance of
140 specific oversight tasks assigned by the Board. Accordingly, the Executive Director shall be responsible,
141 at the direction of the City Manager, for engaging the services of such investigators and auditors in
142 accordance with City Code Sec. 2-156 as the needs of the Board in the execution of its authority under
143 this ordinance require.

144 (d) The City Manager shall be responsible for day-to-day supervision of the Executive Director. The City
145 Manager will conduct an annual evaluation of the Executive Director's performance, which shall include
146 consideration of a written performance review submitted by the Police Civilian Oversight Board to the
147 City Manager. The Police Civilian Oversight Board may at any time, by a majority vote, request a
148 conference between the Board's Chair and the City Manager to discuss the Executive Director's
149 performance and may at any time, by two-thirds majority vote, recommend to the City Manager that
150 the employment of the Executive Director be terminated. The City Manager shall provide the Police

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151 Civilian Oversight Board a written justification for rejecting a recommendation of the Board that the
152 Executive Director's employment should be terminated.

153 **Sec. 2-456.-Police Civilian Oversight Board Legal Counsel.**

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155 The Police Civilian Oversight Board may retain independent legal counsel to represent the Board in all
156 cases, hearings, controversies, or matters involving the interests of the Board, and the Board's Chair
157 shall have authority to execute a contract in the name of the Board for legal services if the contract has
158 first been approved by the Board and endorsed by the City's Finance Director to verify that funding is
159 available and has been appropriated to support performance of the payment obligations of the Board
160 under such contract. The Board's legal counsel shall be paid only from funds that have been
161 appropriated to the Board's budget by City Council. The Board and the Board's Executive Director may
162 consult the Office of the City Attorney for legal advice concerning legal questions except in cases,
163 hearings, investigations, controversies that are before the Board, and/or any other matter in which the
164 Board's and Police Department's interests may conflict.

165 **Sec. 2-457. - Receipt and Investigation of Complaints - Authority and** 166 **Complaint Intake**

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168 (a) Authorization. The Police Civilian Oversight Board is authorized to develop and administer a process
169 for receiving community complaints regarding the conduct of Police Department officers and civilian
170 employees; for referring complaints to the Charlottesville Police Department for investigation or to the
171 City Manager to initiate the Board's independent investigation process, as authorized herein; and for
172 issuing findings regarding such complaints. The process will be set forth in the Board's Operating
173 Procedures as approved by the City Council. The Board process shall be in addition to and separate and
174 distinct from any existing procedures by which the Police Department receives community complaints in
175 accordance with Virginia Code § 9.1-600.

176 (b) Complaint Intake. Complaints filed with the Board may be submitted in person, by mail or electronic
177 delivery to the Executive Director using a complaint form developed by the Board in cooperation with
178 the Police Department such that the forms shall be the same in all material respects. The Board shall
179 also develop procedures for intake of complaints made by other means, including orally. A complaint
180 shall be considered to have been received upon delivery to the Executive Director by any of the means
181 provided here or in approved Board procedures. The Board will forward all complaints to the Police
182 Department within 24 hours of receipt, and the Police Department shall forward to the Board all
183 complaints received pursuant to its complaint receipt procedures referenced in subsection (1) within 24
184 hours of receipt.

185 (c) Public Information. Information about the process for filing a complaint with the Board, complaint
186 forms, and general information about the Board and its purpose and authority shall be made available
187 online, at the office of the Executive Director, and at other locations deemed reasonable and effective
188 for making such information widely available.

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190 **Sec. 2- 458. - Review of Police Department Internal Investigations**

191 (a.) Scope of Board Review Authority. Except as otherwise provided in Sec. 2-459 for Board
192 investigation of complaints, the Police Department shall continue to investigate complaints submitted to
193 the Police Department or to the Board, subject to such Board review and oversight responsibility
194 authorized by this ordinance. The Board may elect to review any or all completed Police Department
195 internal affairs investigations to ensure their thoroughness, completeness, accuracy, objectivity,
196 impartiality and the sufficiency of any discipline resulting from such investigations, in accordance with
197 review selection criteria set forth in Board procedures approved by City Council. In the instance where a
198 complainant files a request to the Board's Executive Director seeking the Board's review of the
199 Department's findings ("Review Request"), the Board shall review the investigation which is the subject
200 of the request. A Review Request shall be deemed filed when it is received by the Executive Director.

201 (b) The Board shall not review:

202 (1) Any Review Request related to an incident that occurred before the date of Council's
203 adoption of this Article, except for those received by the Board or under Internal Affairs
204 investigation on the date as of which the Article is adopted;

205 (2) A Review Request that is filed more than one (1) year after the date of the incident that is
206 the subject of the complaint;

207 (3) A Review Request filed more than seventy-five (75) days after the date of the Police
208 Department notice sent to the complainant that informs the complainant of the completion of
209 the Department's internal affairs investigation (unless the Board determines that there is good
210 cause to extend the filing deadline); or

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212 (4) A Review Request concerning matters that are the subject of a pending criminal proceeding
213 in any trial court, a pending or anticipated civil proceeding in any trial court (as evidenced by a
214 Notice of Claim or a filed complaint), or any pending City of Charlottesville grievance
215 proceeding.

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217 (c.) The Board may review investigations beyond the time limits specified in subsections (2) and (3)
218 above if:

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220 (1) the board concludes by majority vote that there is good reason for doing so, or

221 (2) as part of an audit taking place under Section 2-461(b).

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223 (d) Hearings in Support of Review Requests

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225 The Police Civilian Oversight Board shall conduct a hearing on all Review Requests that it finds to be in
226 conformance with the criteria established in Section 2-459(a), following procedures set forth in Board
227 Operating Procedures, as approved by the City Council.

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229 (d) Findings

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231 The Police Civilian Oversight Board shall report its findings within thirty (30) days of the hearing of the
232 Review Request. The Board shall report publicly and to the City Manager and Police Chief, that it has
233 determined, by a preponderance of the evidence and by a majority vote of Board members, one of the
234 following findings with respect to each allegation or issue under review:

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236 (1) The Police Civilian Oversight Board concurs with some or all of the findings of the Police
237 Department investigation; or

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239 (2) The Police Civilian Oversight Board finds that the Police Department investigation's findings
240 are not supported by the information reasonably available to the Police Department and makes
241 further recommendations to the City Manager concerning disposition of the Review Request; or

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243 (3) The Police Civilian Oversight Board finds that the Police Department's investigation is
244 incomplete or otherwise unsatisfactory and provides a detailed written explanation of the basis
245 for such finding.

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247 (e) Investigations in Support of Review Requests. The Board may initiate an independent investigation,
248 in accordance with procedures set forth in Sec. 2-459, of any matter that was the subject of a Board
249 Review Request proceeding where the Board determined the Police Department investigation was
250 incomplete or unsatisfactory.

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252 **Sec. 2- 459. - Independent Civilian Oversight Board Investigation**

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254 (a.) The Civilian Oversight Board may initiate investigations under any of the following
255 circumstances:

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257 (1) When the Board determines that a civilian complaint filed with the Board or an incident as
258 defined in Section 2-452(A)(2), whether or not the incident is the subject of a complaint, merits
259 such an investigation;

260 (2) When a Police Department Internal Affairs investigation of a civilian complaint is not completed
261 in 75 days and, after consultation with the Chief of Police, a majority of the Board determines an
262 investigation is necessary; or

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263 (3) If, after completion of a Review Request, the Police Civilian Oversight Board advises the City
264 Manager that a Police Department investigation is incomplete or unsatisfactory and the majority
265 of the Board determines an investigation is warranted in the public interest.
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267 (b.) Any investigation under this section shall be initiated by notice from the Board Chair to the City
268 Manager, with concurrent notice to the Chief of Police who shall ensure the Police Department's
269 cooperation with the investigation in general, and in compliance with the specific requirements of this
270 ordinance and applicable Board Operating Procedures. Any such investigation shall comply with existing
271 federal, state, and local laws. Board members, the Board's Executive Director, and the Board's legal
272 counsel shall not have any authority to compel a statement from any Charlottesville Police Department
273 employee. When an independent investigation is initiated pursuant to this Sec. 2-459, a qualified
274 investigator independent of the Police Department shall be engaged in accordance with the provisions
275 of City Code Sec. 2-156. Required investigatory qualifications and elements of the scope of work for
276 independent investigations shall be as set forth within Board Operating Procedures.
277

278 (c.) At the conclusion of the investigation, the investigator shall forward the report of investigation
279 and investigative file to the Board. The Board shall hold at least one public hearing, pursuant to
280 approved hearing procedures, on the investigation. At the conclusion of the hearing(s) the Board shall
281 make findings as to each allegation stating whether the allegation is founded, unfounded or sustained,
282 as each such finding is defined in Board Operating Procedures approved by the City Council. In addition,
283 the Board may take one of the following actions:
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285 (1) If the investigation was based on a complaint, dismiss the complaint in whole or in part
286 where, from the investigation file and report, it determines that the complaint or any allegation
287 in the complaint is unfounded or the actions justified;
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289 (2) If the Board finds that any allegation was founded and establishes a serious breach of
290 departmental and professional standards, as defined by City Council within Board Operating
291 Procedures adopted pursuant to Sec. 2-466, recommend disciplinary action be taken by the
292 Chief of Police as described in Section 2-460. If the Chief of Police declines to implement the
293 discipline recommended by the Board, the Chief shall, within 30 days of notice of the Board's
294 recommendation, set forth in writing to the City Council, city manager and the public its
295 rationale for declining to implement the recommendation of the Board;
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297 (3) Refer the complaint to the Commonwealth's Attorney for the City of Charlottesville if it
298 determines that the investigation establishes a criminal offense was or may have been
299 committed and is not already the subject of criminal investigation;

300 **Sec. 2-460. - Disciplinary Recommendations**

301
302 (a.) Upon receipt of the investigator's report related to a complaint or incident involving a serious
303 breach of departmental and professional standards, as shall be defined within the Board
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305 Operating Procedures, the Board shall meet to discuss appropriate recommendations for
306 disciplinary action. The Board shall consult with the officer's direct supervisor or commander.
307 Disciplinary action to be considered for recommendation by the Board shall include those
308 specified within any applicable disciplinary matrix utilized by the Police Department. The Board
309 may also consult complainants and witnesses when discussing the appropriate disciplinary
310 action to be imposed. Prior to commencement of any such disciplinary deliberations, the
311 subject officer or employee shall be given notice of the proceedings and of the range of
312 disciplinary actions under consideration, and the officer or employee shall be offered an
313 opportunity to be heard. The officer may be represented by legal counsel during any discussions
314 or deliberations of the Board. No officer or Police Department employee, and no other City
315 employee, shall be compelled to provide statements to the Board during its deliberations.

316
317 (b.) Any law enforcement officer or other Police Department employee against whom disciplinary
318 action is imposed by the Chief of Police on recommendation of the Board shall have a right to
319 file a grievance requesting a hearing before the City's Personnel Appeals Board, provided that
320 the matter is a qualifying grievance under the City's grievance procedures.

321 **Sec. 2- 461. - Board Review of Law Enforcement Policies, Practices and** 322 **Procedures**

323
324 (a) The Charlottesville Civilian Oversight Board is authorized to review and make recommendations
325 regarding policies, practices, and procedures of the Charlottesville Police Department, including, without
326 limitation, written policies, procedures and standing orders. The Board shall present in writing its
327 findings and recommendations with supporting rationale to City Council, the city manager and Chief of
328 Police within 30 days of the date of Board approval of the recommendations. If the Police Department
329 declines to implement any changes recommended by the Board, the Chief of Police shall create a
330 written record, which shall be made available for public inspection, of its rationale for declining to
331 implement the Board's recommendation, unless the Board instead withdraws the recommendation
332 based on the rationale provided. The Board's withdrawal of any such recommendation shall be made
333 available for public inspection.

334 (b) The Board may require its Executive Director to conduct retrospective examination and audits of
335 patterns in the Internal Affairs investigations, arrest and detention, and other public-police interactions.
336 The scope of such examinations, and the manner in which the examinations may be conducted, shall be
337 set forth within the Operating Procedures.

338 **Sec. 2- 462. - Request Annual Reports of Police Expenditures**

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340 Not more than once per year, during the City Manager's preparation of a proposed budget for the City,
341 the Budget Office shall provide the Civilian Oversight Board with annual expenditure estimates and
342 future year projections for the Police Department, itemized to the same level of detail as provided to

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343 the City Manager . The estimates shall be presented to the Board at the same time they are presented
344 to the City Manager. The Civilian Oversight Board will review the estimates and is authorized to make
345 budgetary recommendations to the City Manager and/or to the City Council during the annual budget
346 process.

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348 **Sec. 2- 463. Authority to Hold Hearings and Issue Subpoenas**

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350 (a) The Charlottesville Police Civilian Oversight Board is authorized to hold hearings in connection with
351 any of its authorized activities, including, without limitation:

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353 (1.) Complaint review;

354 (2.) The conduct of independent investigations of complaints or incidents of misconduct;

355 (3.) Other matters which the Board determines to require the gathering of facts, public testimony,
356 or other information to facilitate adequate police oversight.

357

358 (b) A hearing may be called at the request of any two members of the Civilian Oversight Board. Hearings
359 may be public or closed if confidential information is to be discussed, subject to applicable provisions of
360 law.

361

362 (c) Hearings shall be conducted in accordance with Board Operating Procedures to be developed by the
363 Board and approved by the City Council.

364 **Sec. 2- 464. - Suspension of Complaint Investigations**

365

366 (a.) Suspension of Investigations. If, on its face, a complaint asserts criminal conduct by a police
367 officer or civilian employee of the Police Department or at any point in an investigation of a complaint or
368 incident the Board or an independent investigator becomes aware of a possible criminal act or offense,
369 the Board and investigator shall:

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371 (1.) Suspend the investigation and notify the Chief of Police and Commonwealth's Attorney of the
372 alleged conduct, ensuring that no statements obtained from the Police Department employee(s)
373 whose actions are the subject of the matter are shared with criminal investigators or any
374 prosecuting authority except in accordance with applicable law; and

375 (2.) Evaluate, in consultation with Board legal counsel and the City Attorney, whether competing
376 public interests and civil rights involved permit the resumption of continued, parallel
377 investigation by the Board.

378 **Sec. 2-465. - Police Civilian Oversight Board Recommendations and** 379 **Annual Report.**

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381 (a) The Police Civilian Oversight Board shall provide the City Council a list of recommendations, if the
382 Board determines any recommendations are necessary, for the Council's consideration to include in its
383 annual legislative program to present to the General Assembly. These recommendations shall be
384 presented to the City Attorney's Office by August 15 of each year.

385 (b) On or before April 15 of each calendar year, the Police Civilian Oversight Board shall provide the City
386 Council with an annual report of activities conducted during the preceding calendar year. The report
387 shall detail the Police Civilian Oversight Board's calendar year activities with sections related to the
388 appointment of committees and their actions; the establishment of any community advisory panels; an
389 overview of complaints received during the calendar year including the number of complaints, the
390 complaints' findings, and the number of complaints deferred due to pending proceedings; the number
391 and outcome of any independent investigations; an overview of proposed policy recommendations and
392 amendments to Charlottesville Police Department policies and whether the recommendations and
393 amendments were implemented by the Charlottesville Police Department; the number, type, and
394 attendance at community listening sessions; recommendations the Police Civilian Oversight Board
395 about policing within the City; and any other information that the Police Civilian Oversight Board deems
396 necessary to provide a complete overview of the Board's activities.

397 **Sec. 2-466. - Police Civilian Oversight Board Operating Procedures**

398

399 The Police Civilian Oversight Board shall propose for City Council review and approval Operating
400 Procedures and amendments to approved Operating Procedures for the performance of each of the
401 powers and duties of the Board authorized in sec. 2-452(a)(1)-(9) of this article. Upon an affirmative vote
402 of a majority of Board members having the right to vote, the proposed Operating Procedures or
403 amendments to Operating Procedures shall be submitted to City Council for consideration for approval.
404 Any proposed Operating Procedures and amendment(s) thereto shall be presented by a Police Civilian
405 Oversight Board member in writing to the Board at a regular Board meeting.

406 **Section 2-467. - Community Engagement and Community Relations**

407

408 (a) The Board, supported by the Executive Director, shall engage in community outreach and to enlist
409 the assistance and input of community members. At least quarterly, the Board shall host public
410 community listening sessions to discuss policing matters of pressing public concern, including the
411 impacts of local policing on historically disadvantaged communities that currently experience or
412 traditionally experienced disparate policing.

413

414 (b) The Board may also host or participate in public police-community relations meetings, in which
415 Board members, supported by the Executive Director, mediate discussions between CPD officials,
416 designated by the Chief of Police, and community members about policing matters of pressing
417 public concern, including questions about transparency, availability, legitimacy, mutual respect and
418 trust, equitable treatment, social and racial justice, equal rights, and community safety and order.

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- 420 (c) The Board shall report on its community outreach and engagement activities, public input, and any
421 recommendations for community-policing initiatives or for improved police-community relations at
422 least annually as part of the annual report provided for in Section 2-465.

423 **Section 2-468. - Training**

424
425 (a) At least once every two years, and within 90 days of Board appointments, the City,
426 assisted by Executive Director, shall provide new Board members with training of at least eight
427 hours, presented by the National Association for Criminal Oversight of Law Enforcement or a
428 comparable professional organization. The training shall be consistent with the Board's mission, this
429 enabling ordinance, and the Operating Procedures.

430
431 (b) At least once every two years, and within six months of new Board appointments, the City, assisted
432 by the Executive Director, the Chief of Police/designees, and such other city personnel as may be
433 appropriate shall provide new Board members with training or information:

- 434
435 1. describing the legal and ethical obligations of members of a public board;
436 2. explaining Police Department procedures, policies, and regulations;
437 3. describing the substance of Police Department personnel recordkeeping; and
438 4. describing such other City policies, procedures and systems material to the duties of the Board
439

440 As needed, the City shall provide Board members with additional training, including police "ride-alongs",
441 relevant training by subject matter experts on mental health, trauma-informed policing, civil rights and
442 constitutional law, race and racism, community outreach, mediation, investigation, and policing
443 practices.

444 **Section 2-469. - Commendations for Exceptional Community Service**

- 445
446 (a) The Board shall establish procedures for soliciting comments from the public concerning incidents of
447 exceptional performance by employees of the Charlottesville Police Department.
448 (b) The Board may consult with the Chief of Police regarding individual employees who have made
449 outstanding contributions exemplary of equitable, just, and professional policing.
450 (c) The Board may issue public citations recognizing individuals deemed to have made such
451 contributions.

452 **Section 2-470. Mediation**

453
454 The Board may propose procedures for the use of mediation or other alternative dispute resolution
455 techniques to resolve complaints against employees of the Charlottesville Police Department. Such
456 procedures shall not affect the ability of complainants to pursue remedies under other sections of this
457 ordinance.