

**Independent Community Police Review Board  
Annual Report  
July 2022 – June 2023**

Per Alexandria Ordinance 5337, the Independent Community Policing Review Board (Board) is to produce a public report to the City Council by September of each fiscal year of its activities for the prior fiscal year, along with any comments and recommendations.

**Summary of Accomplishments**

**The mission of the Board includes ensuring the residents of Alexandria feel and are safe, secure, and treated fairly by the Alexandria Police Department. Within these guidelines, the ICPRB membership completed the following activities during its 2022/23 year.**

**ICPRB Policy and Membership Accomplishments**

- The Board generally meets on the first Wednesday of every month. During FY2023, the Board met every month except October 2022. In March of 2023 the board met twice.
- The Board welcomed the new Independent Policing Auditor/Investigator (IPA) in December of 2022. The Board had a significant role in the selection of the IPA position. The Board invested significant time interviewing candidates. The Board made recommendations to the City Council on the candidates. The City Council selected Kim Neal to serve as the first IPA. The Board welcomed Ms. Neal at its December 2022 meeting.
- At the Mayor's request, on June 12, 2023, the Board provided the City Council with input into a performance evaluation of the IPA.
- The Board bid farewell to founding Board member and Vice-Chair Emily Flores who moved to another state in February 2023. Robert Krupicka, Jr. was elected to serve as Vice-Chair. In May 2023, the Board welcomed new Board member Alexis Stackhouse.
- The Board participated in numerous training activities with the Alexandria Police and national organizations as required by its enabling ordinance. In addition to required ride-alongs, the Board received training from the National Organization for Civilian Oversight of Law Enforcement (NACOLE).
- As required by its enabling ordinance and requested by the City Manager, the Board provided recommendations for modifications to its enabling ordinance. To do this, it created a subcommittee to review the enabling ordinance. The subcommittee met and drafted recommendations to the City Manager. The Board also provided comments on the City Manager's suggested revisions to the ordinance.
- The Board completed the drafting of its bylaws and sent them to the City Council for its approval. The Board worked with the IPA to draft its bylaws pursuant to Code Section 2-4-224(b). The bylaws subcommittee met regularly and updated the full Board on the bylaws during the Board's regular meetings. After approval by the Board, the bylaws were submitted to the City Council for adoption.
- The IPA, Board Chair and Vice-Chair attended a Human Rights Commission meeting to discuss the current activities of the ICPRB.

## Member Activities



- The Board members completed numerous trainings/collaboration in FY2023, which included police ride-alongs, engagement with Alexandria Police Chief Don Hayes, an Office of External Affairs and Professional Responsibility Overview, the Body Worn Camera Implementation Overview and the National Association for Civilian Oversight of Law Enforcement Training.



- Board Members also completed security awareness training as required to utilize City IT systems.
- Some Board members attended APD Community Cookouts throughout FY2023.

## Program and/or Legislative Activities

- The Board Assisted in the Hiring of the Alexandria's first Independent Auditor.
- The Board completed work on the drafting of its bylaws and sent them to the City Council.
- The Board adopted its policy regarding in-person and virtual meeting attendance.
- The board adopted a board member code of conduct.

## Goals for 2023-2024

- Execute a Memorandum of Understanding with the APD.
- Create an intake process and tracking system for citizen complaints.
- Issue the Board Readiness Resolution.
- Begin reviewing investigative cases as necessary.
- Review of APD policies as necessary.
- Meet with community groups, the APD, and the police union.

- Elect new Board Officers in January 2024.<sup>1</sup>

### **Leadership**

- During the fiscal year, the Chair of the Board was Todd Pilot, the Vice-Chair was Emily Flores and the Secretary was Darrlynn Franklin.<sup>2</sup>
- During the year, board membership included the following individuals: Dr. Francisco Duran, Darrlynn Franklin, Rob Krupicka, Christopher Lewis, Ingris Moran, Jeanne O'Toole, Todd Pilot, Emily Flores and Alexis Stackhouse.
- Kim Neal acted as the staff liaison to the ICPRB with support from Assistant City Attorney Robert Porter and City Clerk Gloria Sitton.

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<sup>1</sup> Assuming the approval of the Board Bylaws by the City Council at its October 10, 2023 meeting.

<sup>2</sup> At the September 6, 2023 Board meeting, Rob Krupicka became Chair, Alexis Stackhouse became Vice-Chair, and Darrlynn Franklin remained as Secretary.

ADVISORY GROUP ANNUAL ATTENDANCE REPORT  
 CITY OF ALEXANDRIA  
 INDEPENDENT COMMUNITY POLICE REVIEW BOARD  
 MEETING ATTENDANCE REPORT  
 JULY 1, 2022 THROUGH JUNE 30, 2023

CHAIRPERSON: Todd A. Pilot

MEMBER'S NAME	Jul 6	Aug	Sep	Oct (No quorum or minutes)	Nov 2 (No quorum or minutes)	Dec	Jan	Feb	Mar 1 (No quorum)	Mar 22 (No quorum)	Apr	May	Jun
Francisco Duran	X	E	E	U	X	X	X	X	E	X	U	X	X
Emily Flores (resigned 2/2023)	X	E	X	X	X	X	X	X	N/A	N/A	NA	NA	NA
Darrylyn Franklin	E	X	X	E	E	X	X	X	X	U	X	X	X
Rob Krupicka	X	X	X	E	E	X	X	X	X	X	X	X	X
Christopher Lewis	X	X	X	X	E	X	X	X	E	E	X	X	U
Ingris Moran	E	X	X	E	X	E	X	X	X	X	X	U	X
Jeanne O'Toole	X	X	X	X	X	X	X	X	X	X	X	X	E
Todd Pilot	X	X	X	X	E	X	X	X	X	X	X	E	X
Alexis Stackhouse [commenced 05/2023]												X	X

INDICATE: X - FOR PRESENT      E - FOR EXCUSED      U - FOR UNEXCUSED

LIST OF THOSE WHO DID NOT ATTEND 75% OF MEETINGS (missed 4 or more):

- Duran
- Moran
- Lewis

FORM MUST BE SIGNED BY CHAIRPERSON  
 (APPROVED) \_\_\_\_\_ (Chairperson)

I'm not sure that the November meeting should count. We were waiting on the Auditor at that time and many people were of the opinion that we should not meet. We also had an extra meeting in March. We met 13 times with no break. I checked my email, notes and text messages to confirm the attendance. Since the 4<sup>th</sup> miss would have exceeded 75%, I marked all of the 4<sup>th</sup> absences as unexcused as I do not believe that the chair would have had the power to excuse a 4<sup>th</sup> absence. I welcome guidance to the contrary.