


City of Alexandria, Virginia

MEMORANDUM

DATE: OCTOBER 20, 2017

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: MARK B. JINKS, CITY MANAGER 

SUBJECT: PROPOSAL TO INCREASE POLICE DATA TRANSPARENCY

Over the last year, a number of interested community groups and individuals in the City have expressed an interest in having City Council adopt an ordinance mandating increased data reporting, as well as changed stop procedures by the Alexandria Police Department (APD). In addition, in the Spring of this year the APD completed, with the assistance of George Mason University, and released to Council and to the public a detailed report of traffic stop data demographics through 2015. This was a ground-breaking report as such data had not ever been compiled so extensively and reported to our community by APD. It should be noted that, there are few police departments in the nation or the D.C. region who have compiled and released such demographic based traffic stop data.

In addition to the traffic stop data report, Police Chief Brown, since his hire in early 2017, has been working on furthering data compilation and reporting within APD as part of an effort to better understand how APD resources are used, how APD services impact the various geographic, racial and ethnic communities that APD serves, as well as how APD can improve policing in the City. Having an increased data focus also fits with my overall City management direction to all City departments of increasing data-driven analytics and data-based decision making. As a result of these efforts, as well as to address the data transparency initiatives proposed by a number of interested individuals and community groups, Chief Brown is proposing (Attachment I) to materially increase public data reporting by APD and thereby increase transparency. A crosswalk between the increased data reporting and the draft ordinance proposed by a number of community groups shows where there is concurrence on data release, and where there is not agreement. This is a draft proposal, and Chief Brown and I will be meeting with various interested parties over the next month or so to discuss and finalize.

The following high-level chart is aimed at comparing the proposed ordinance data categories with APD’s proposed data collection, analyses and planned data releases to the public.

| COMPARISON OF COMMUNITY GROUPS’ PROPOSAL WITH ALEXANDRIA POLICE DEPARTMENT PROPOSAL | | | |
|--|-----------------------------------|---------------------------------|---|
| Category | Community Groups’ Proposal | APD Proposal¹ | APD Comments |
| Traffic Stop Data | ✓ | ✓ | 2017 initiative continued |
| Stop and Frisk Data | ✓ | N/A | APD does <u>not</u> have a “stop and frisk” program |
| Use of Force Data | ✓ | ✓ | Continued reporting to Human Rights Commission |
| Civilian Complaints | ✓ | ✓ | Continued reporting to Human Rights Commission |
| Crime Data Collection | ✓ | ✓ | Expanded |
| Public Reporting | ✓ | ✓ | Expanded |
| Fair and Impartial Policing Training | N/A | ✓ | Department-wide initiative |
| Data-Driven Traffic Safety Enforcement | N/A | ✓ | Vision Zero initiative |

Chief Brown and I do not believe that an ordinance is necessary, nor do we believe that all of the data and processes requested (such as “stop cards”) would result in improved community policing. First, ordinances and laws mandating such data collection and release are not needed in the City where administratively there is routine preparation and release of data to the public. The City

¹ Reflects generic category of data analysis and reporting and may not reflect complete making of all data elements.

government reports to Council and the community hundreds of data sets and data points during the course of the year. Nearly all of those are done on a cooperative basis, and are not mandated by a specific ordinance. Second, ordinances on police data transparency are most often required in communities where there is a high degree of mistrust and lack of good faith between a community and their police department, or where there has been intervention such as through consent decrees initiated by higher authorities such as the U.S. Department of Justice. That is not the case in Alexandria, where there has long been a good relationship between the community and APD. No ordinance is needed to improve APD data collection and data reporting to the public.

That good relationship does not mean that there is not room for learning and improvement. To the contrary, APD has been working over the last few years on improving their data collection and utilization as a management reporting and learning tool, as well as has been working this year to see what additional data can be collected and disseminated to the public. The challenge in any data collection effort is the cost of collection in staff hours, as well as impact on data collection on the operations of the agency that is collecting the data. While data collection sounds innocuous on the surface, there are likely consequences to effective policing with certain stakeholder proposed data collection. In some cases, the unintended consequence could be the erosion of effective policing and the deterioration of community relationships between APD and the City's racial and ethnic communities.

It has been, and will continue to be, Chief Brown's intent to use many of the tenants of 21st Century Policing as articulated in the 2014 Presidential Commission on 21st Century Policing to improve the effectiveness of the APD and to improve the relationship between APD and the communities it serves. The ongoing education for all APD police officers about fair and impartial policing and how to recognize and work to strengthen it is one initiative that APD is undertaking. This work will also include the proposed increased data collection and public release of such data. At the end of the day when APD's proposed data collection and release plans are fully in place, Alexandria will have one of the most data transparent police departments in the Washington, D.C. region.

What I have previously indicated to Council and to community groups when discussing increased data collection and data release still holds true (the spring release of traffic stop data is an example), *data is just data unless there is a subsequent dialogue between APD and community stakeholders about the data, what it may mean, what we all can learn from it, and how APD policies, services, and programs could change for the benefit of the community and its residents and businesses.* We look forward to discussing APD's proposal with stakeholders.

Attachment I: Overview of the Data Collection Ordinance Proposal and Comparative Matrix
Attachment II: Alexandria Police Department Data Refinement & Transparency Plan
Attachment III: Ordinance Draft as Proposed by Interested Community Groups and Individuals

cc: Debra Collins, Deputy City Manager
Michael L. Brown, Chief of Police

Alexandria Police Department Overview of the Data Collection Ordinance Proposal

October 20, 2017

The adoption of the proposed data ordinance has the potential to have a broad impact on the day-to-day operations of the Alexandria Police Department (APD). Compliance with its mandates would create considerable expenditures in both financial and human resources. Additionally, much of what is specifically contemplated is impractical and would place an undue burden on officers in the field; distracting from their vital core mission of improving and maintain public safety through law enforcement, traffic safety enforcement and community engagement.

The requirements of the proposed ordinance as drafted are almost always offered as part of a consent decree or court order in order to facilitate the remaking of a police department that has a history of exhibiting poor policing practices or in cases where there is demonstrative evidence of systemic bias or the violation of civil rights. The adoption of such an ordinance would send a message to those in our community and beyond that the Alexandria Police Department needed these requirements to be imposed because it was incapable of conducting sound, impartial and community centered policing on its own. The message to our officers would be unmistakable; your community has the same level of trust in you as it does in troubled departments under consent decrees. Such a message would also be heard by others in the law enforcement community. Alexandria would potentially face recruitment and retention challenges similar to those agencies under consent decree. Challenges in recruiting and retaining quality minority and female officers could potentially increase and undo the efforts that have been made in this area.

While certainly not the intent of the proposed ordinance, it stands in opposition to the community policing philosophy which at its core encourages interaction and engagement between officers and the community they serve. Transparency cannot be an end in and of itself. It can be a means to reach the goal of fostering stronger community ties and deeper trust, but it is only one piece of the formula. Transparency would be undoubtedly increased through this proposed ordinance, but it would come at a high cost. The costs in tangible resources coupled with the potential intangible damage make this proposal one where the costs greatly outweigh the perceived benefits. There are more effective ways to use the tool of transparency and these are the means that should be considered. APD has been engaged in these areas for years and there are significant improvements in these areas currently underway.

The following matrix provides additional information in draft form from the APD concerning each key section of the data collection ordinance proposal:

| Proposed Ordinance Element | APD Current and Future Actions |
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| <p>Traffic Stop and Stop & Frisk Data Collection Proposed Section 4-1-41</p> | <ul style="list-style-type: none"> • Baseline Traffic Stop Data through 2015 evaluated and posted on webpage. • Traffic Stop data for 2016 being analyzed. It was delayed due to Records Management System (RMS) conversion. Will be posted once analyzed. • The data currently captured by APD will not provide “stop and frisk” data analysis sought by the draft language in the proposed ordinance. <i>It should be noted that APD does not have a “stop and frisk” program. All stops and searches are required to be conducted within internal policy which is consistent with existing legal authorities and legal requirements.</i> • The draft language also does not address other activities which APD is interested in monitoring in terms of community access and treatment. APD is in the process of adjusting its data collection efforts to capture this relevant data. This new data collection approach has already been Beta tested and adjustments are being made. <i>The details on this data collection and the associated implementation of the refined data collection program are detailed in a separate draft data collection and transparency plan. (Attachment II)</i> • The new data collection protocols will enable APD to better understand the tasks its officers perform. APD also intends for this data to be posted on its website once it is captured. The first year of baseline data collection is expected to be the 2018 calendar year. Comparisons with past year data will not be useful because of missing demographic and other data that was not collected in prior years. • The new data collection plan being developed relies on electronic source documents. The proposed “uniform stop card” would require data entry and other administrative activities which would be costly and slow the capturing of data. |
| <p>Use of Force Data Collection Proposed Section 4-1-42</p> | <ul style="list-style-type: none"> • Current APD protocols already call for the collection of the of use of force incidents described in the ordinance. The incidents investigated are in line with many agencies around the country and are reviewed by an independent organization, CALEA, as part of the routine APD certification and accreditation processes. • APD has been providing reports to the Human Rights Commission for over 20 years investigations involving unnecessary or excessive force, the use of lethal |

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| | <p>force and the use of Tasers. These reports often include detailed briefings on the investigations and APD findings.</p> <ul style="list-style-type: none"> • <i>The language in this proposed section of the ordinance is duplicative of existing APD reporting requirements.</i> |
| <p>Civilian Complaints Proposed Section 4-1-43</p> | <ul style="list-style-type: none"> • Current APD protocols call for the collection and investigation of all citizen complaints against APD personnel. • The incidents investigated are in line with many agencies around the country and are reviewed during by an independent organization, CALEA, as part of the APD certification and accreditation processes. • APD has been providing reports to the Human Rights Commission on investigations involving harassment, demeaning language, hate crimes and bias policing. These reports often include detailed briefings on the investigations and APD findings as appropriate. • <i>The language in this proposed section of the ordinance is duplicative of existing APD reporting requirements.</i> |
| <p>Crime Data Collection Proposed Section 4-1-44</p> | <ul style="list-style-type: none"> • APD has been reporting city-wide crime data for decades. It has also made this data available on its website for years. This data reporting has primarily focused on time and place of crime in the city. • As part of its efforts to better understand and reduce crime, APD is starting a data collection and analysis effort to appropriate epidemiological analytics to better understand reported crime in the city. This approach will provide a more thorough analysis of the nature of the crime experienced in the city in addition to the current practice of reporting the time and place views of crime. APD is examining the data elements it needs to conduct this analysis and APD anticipates starting this data collection at the start of 2018 • APD plans to modify its on-line crime reporting portal to display these more refined data elements. <i>The details on this data collection and the associated implementation of the refined data collection program are detailed in a separate draft data collection and transparency plan.</i> • The proposed draft ordinance is superficial in understanding the nature of crime within the city and the also do not provide the type of analysis that would assist the other City Departments and APD to apply interventions designed to |

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| | <p>make the City safer. The proposed draft ordinance would be redundant with these efforts.</p> |
| <p>Public Reporting Proposed Section 4-1-45</p> | <ul style="list-style-type: none"> • APD policies have been reviewed by the City Attorney and will be posted in August or early September 2017 on the APD website. • As noted above, APD is already publicly reporting most of the information described in the part of the ordinance and has been for some time. APD is also currently in the process of improving its data collection and reporting to include the items listed in the draft ordinance as well as other data elements which will provide an even more comprehensive review of the crime and APD activities/interactions with the community. <i>The details on this data collection and the associated implementation of the refined data collection program are detailed in a separate draft data collection and transparency plan.</i> • Since APD is already required to prepare these reports this proposed section of the draft ordinance is redundant. |
| <p>Other Items of Interests</p> | <ul style="list-style-type: none"> • APD provided the US DOJ Fair and Impartial Policing Training to its managers and supervisors in late 2016. All APD employees will receive this training prior to the end of 2017. • APD is currently developing a traffic safety education and enforcement plan for use within the City. The plan will be incorporated in the draft Vision Zero plan. These education and enforcement efforts will target specific issues/problems identified in several sources of data including all types of crashes and traffic complaints received. APD is also refining its traffic safety data collection approach to better isolate traffic safety problems. These efforts will be outlined in the plan. • During the summer of 2017, APD will be introducing a revised Community Oriented Policing (COPs) program. The number of COPs officers will be increased and they will be assigned specific beats so as to improve APD relationships within those beats. The new program will continue to conduct the high-profile events and outreach it has done in the past. • The APD Chief of Police has created an advisory team of community members to assist him in creating a 21st Century Policing Plan. It is anticipated this plan will be available for public review and comment before the end of 2017. This |

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| | <p>plan will have even further action steps for APD in moving forward with its community engagement/relations efforts.</p> <ul style="list-style-type: none">• All these efforts will be accomplished through the APD bureaus. Each bureau is finishing a comprehensive update of its strategic plan and APD is doing the same to its overall plan. The action items and projects noted in this discussion will be noted in these plans. All strategic plans and their timelines for activity completion will be posted on the APD website in early September. These plans will be posted on the APD website in an effort to promote transparency. |
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Alexandria Police Department

Data Refinement & Transparency Plan

October 20, 2017

Introduction

The Alexandria Police Department (APD) has been collecting data on officer activity, crime and traffic within the city for decades. Officer activity has been generally collected to track officer work performance. Crime data has been collected to assist APD in the implementation of its hot spots patrol approach to crime occurring in the city. This approach tracks the temporal and spatial aspects of crime incidents in an effort to deploy APD assets as a crime intervention strategy. The department has been successful over the years applying this approach and has received some positive external recognition for its efforts.

Traffic crash data has been a specific concern for APD over the years. The adoption of the Vision Zero effort by the city made the accuracy and completeness of traffic crash data even more important. Subsequently, APD has been reviewing its traffic crash data platform to make this data more useful for all the departments that rely on it.

APD started to examine its data needs and what was currently being captured in data collection processes in the spring of 2017. At the same time, APD introduced a new records management system (RMS) technology which would enable APD to mine multiple data collection files/servers and ultimately enhance its data utilization. For example, the new system enables APD staff to access real time information collected from electronic source data collection points. It also allows staff to connect Computer Aided Dispatch (CAD) information collected by the Department of Emergency Communications with APD data files. The new software is installed. Beta testing and final corrective programming is close to completion as well. This progress has enabled APD to identify opportunities to improve its data collection efforts to assist in improving its understanding of officer activities and the nature of crime within the City.

The review of the data available through the new RMS technology was assessed in conjunction with a review of the data needs that APD has today. APD identified several action items that require attention in order to meet its needs. The ensuing discussion outlines the actions APD has identified for officer activity, crime analysis and traffic safety.

Officer Activity Data Collection

Assessment of Current Data and Needs

Both rank and file officers and the supervision/management team in APD were concerned about the current data collected on officer activity. A group of these individuals volunteered to conduct a review of these current data collection protocols and made recommendations designed to improve the process. The following is a synopsis of what was discovered:

- Some officer activity is currently captured by electronic source documents, e.g.; traffic citations issued. Other information is captured through a separate reporting form prepared by the individual officer. The latter is considered duplicative in many cases and data inconsistencies do occur related to data entry.
- The APD review of data needs also revealed the separate activity reporting does not include all the activity an officer might perform during their shift. For example, officers on a community policing effort do not get any credit for the activities they perform during this effort because that information is not captured.
- The review also revealed there were a number of significant gaps in the activity reporting system. An example of this that was identified illustrated that APD did not capture any data on traffic stops where a citation was not issued. Both the officers and management were interested in filling these gaps.
- There were also opportunities to include information suggested in the 21st Century Policing report which currently not available in the APD data sets.

Required Action & Implementation

The review team also developed recommendations designed to address their identified data gaps and take advantage of opportunities to improve the quality, accuracy and timeliness of the data APD collects. The following recommendations were presented to APD management and approved for implementation:

- The 15A form will be expanded to capture the missing data on officer activity that was identified. It will capture information on stops, information and assist contacts, community outreach efforts and other activities not currently collected. It will also include subject demographic data related to the activity performed by the officer as suggested in the 21st Century Policing report.
- Source documents will also need to be reviewed to ensure they contain information that would be useful in tracking officer effort. Whenever possible, information from source documents should be used to automatically populate required officer activity fields.
- The new data collection effort will distinguish between officer activity related to calls for service and those initiated by the officer while on duty. This will require some programmatic changes to the existing data collection program for officer activity.

- Additional programmatic changes will be made to ensure that CAD information collected will be used as appropriate to populate APD officer activity data.
- The use of source documentation to collect officer activity data eliminates the need for the separate reporting process and will reduce data error that results from this process. It will also provide a more detailed understanding of officer activity. Both rank and file officers and supervisors/management have been suggesting this old reporting process be replaced for some time. The new process would allow APD to eliminate the old reporting process and should result in more accurate and timely information.
- Beta testing on this new data collection was started in July 2017. This testing identified the need to make additional programming adjustments. Once completed, Beta testing will continue again. APD has set a timeframe for full implementation of the new reporting system. *APD anticipates the new officer activity reporting system will be operational by the end of 2017 or sooner.*

Crime Data Collection

Assessment of Current Data and Needs

As noted earlier, APD has been collecting crime data to meet its required reporting responsibilities. It also has been using temporal and spatial crime data in its hot spots policing efforts. APD management wanted to increase its understanding of the nature of the crime the city experiences and asked its data analysis staff to look at the possibility of applying some epidemiological approaches to its examination of crime data. There have been a number of meetings on current data mining efforts and data gaps related to the crime data issue. These discussions have resulted in the following observations:

- The temporal and spatial information currently collected is sufficient for APD needs. However, APD needs to explore the possibility of improving location information and make it more specific, e.g.; housing unit numbers.
- There are opportunities to improve the synchronization of CAD data with crime reporting data to streamline the process. This will also improve data accuracy and timeliness.
- Currently, much of the key epidemiological information is found in fields or text within the source documents that do not enable easy analysis.
- The absence of certain fields in the current reporting format presents missing data issues which make it difficult to fully understand important issues related to crime in the city.
- Closing data gaps and refining data collection programming along with temporal and spatial information currently available will lead to a more refined understanding of crime and the refinement of current interventions or even new interventions to stop crime.

Required Action & Implementation

Recommendations designed to address their identified data gaps and take advantage of opportunities to improve the quality, accuracy and timeliness of the data APD collects were started in August. The following recommendations were presented to APD management and were approved for implementation:

APD analysis staff will develop changes to the various reporting programs that can be developed to capture information which lead to a better understanding of the nature of crime in the city. Some of the initial information to be addressed include victim/suspect relationships or if they know each other; if the victim or suspects are city residents; and, demographic information on all involved in the report. It will also collect information as to the presence of mental health, substance abuse, and other social factors about the nature of crime which are currently embedded in report narratives and cannot be easily retrieved.

- These programming changes will be conducted and Beta tested during the remainder of 2017. Whenever possible, the contractor currently making RMS adjustments will be utilized. *APD anticipates the new crime reporting system will be operational by the end of 2017 or sooner. Annual baseline data collection is targeted to begin January 1, 2018.*

Traffic Data Collection

In August, APD completed its 2016 traffic crash data report. This took some time to complete as the APD analytical staff had to reconcile hundreds of reports to correct crash location information. This issue can be attributed to crash reporting format developed by the Commonwealth of Virginia which is used by APD. The preparation and critical review of the 2016 data led to several data collection issues which APD will attempt to address. The following observations and actions were made during this review:

Assessment of Current Data and Needs

- APD will need to develop training to assist officers in entering in standardized information concerning the crash location.
- APD needs to explore means to review and approve traffic crash reports prior to entry into the electronic file. This would be an effort to improve the accuracy of the data entry.
- Citation information is a manual process which delays the availability of data for use in planning for traffic related programs.

Required Action & Implementation

- APD is developing a method for standardizing location information for traffic related data and will provide training on the methodology before the end of 2017.
- APD will work with the Commonwealth of Virginia to provide suggestions to improve data collection in the statewide crash reporting format. This will be completed before the end of 2017.
- APD will explore the feasibility and costs associated with a conversion to electronic citation technology. This has been included as an objective in the strategic plan for Field Operations Bureau and should be completed during FY 2018.

ORDINANCE NO. _____

AN ORDINANCE to amend and reordain Article D (DATA COLLECTION AND REPORTING) of Chapter 1 (POLICE PROTECTION) of Title 4 (PUBLIC SAFETY) of the Code of the City of Alexandria, Virginia, 1981, as amended.

THE CITY COUNCIL OF ALEXANDRIA HEREBY ORDAINS:

Section 1. That Title 4, Chapter 1, Article D of the Code of the City of Alexandria, Virginia, 1981, as amended, be, and the same hereby is, amended by deleting the text shown in strikethrough and adding the text shown in underline as follows:

ARTICLE D: Data Collection and Reporting

Sec. 4-1-40 - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Frisk means any incident in which a law enforcement officer, based on reasonable suspicion that a person is dangerous, runs their hands over the outer garments of a person, feeling for a weapon.

Investigative Stop means any incident in which a law enforcement officer temporarily detains a person when the officer has reasonable suspicion that criminal activity has occurred, is occurring, or is about to occur and the person stopped is involved.

Uniform Stop Card means a form that must be completed whenever a law enforcement officer stops, frisks, or searches a person, a person's vehicle, or a person's effects, which must comply with the requirements set forth in Sec. 4-1-41(a)(1) and Sec. 4-1-42(a)(1).

Uniform Stop Receipt means a form that must be completed and given to a person whenever a law enforcement officer stops, frisks, or searches a person, a person's vehicle, or a person's effects, which must comply with the requirements set forth in Sec. 4-1-41(a)(2) and Sec. 4-1-42(a)(2).

Actual or Perceived Race and Ethnicity shall be selected from the following list: (1) American Indian or Alaska Native, (2) Asian, (3) Black or African-American, (4) Hispanic or Latino, (5) Native Hawaiian or Other Pacific Islander, or (6) White.

Sec. 4-1-41 – Traffic Stop and Stop and Frisk Data Collection.

- (a) Whenever an Alexandria Police Department officer stops a person, whether in a motor vehicle or not, the officer must:
 - (1) Complete a "uniform stop card," unless impossible, or under exigent circumstances, which shall record the actual or perceived race and ethnicity, age, gender, disability status, and level of English proficiency (Limited English Proficient or Non-English Proficient) of the person stopped, provided that the identification of these characteristics shall be based on the observations and perceptions of the Alexandria Police Department officer making the stop and the information shall not be requested of the person stopped, and at least the following information:
 - a) Whether the person stopped was in a motor vehicle.

- b) A narrative description of all the alleged factors that caused the officer to stop the person or motor vehicle.
- c) The date, time, location, duration, and sector of the stop.
- d) Whether a frisk was conducted of the person; and if so:
 - i. A narrative description of all the alleged factors that caused the officer to conduct a frisk.
 - ii. Whether the frisk was consensual or nonconsensual.
 - iii. Whether contraband was found during the frisk.
 - iv. The type and amount of contraband seized, if any.
- e) Whether a search was conducted of the person, the person's vehicle, or the person's effects; and if so:
 - i. A narrative description of all the alleged factors that caused the officer to conduct a search.
 - ii. Whether the search was consensual or nonconsensual.
 - iii. Whether contraband was found during the search.
 - iv. The type and amount of contraband seized, if any.
- f) The disposition of the stop, such as a warning, ticket, summons, or arrest.
 - i. If a summons or ticket was issued, or an arrest made, a record of the violations, offenses, or crimes alleged or charged.
- g) The name, badge number, and sector of the officer(s) who conducted the stop.
- h) Whether a "uniform stop card receipt" was given to the person stopped.
- (2) Upon completion of the stop, provide the stopped person with a "uniform stop receipt," unless impossible, or under exigent circumstances, which shall include at least the following information:
 - a) The name, badge number, and sector of the officer(s) who conducted the stop.
 - b) A description of all the alleged factors that caused the officer to stop, frisk, or search the person, the person's vehicle, or the person's effects.
 - c) Information specifying how a person can file a civilian complaint, which, at minimum, must be written in English, Spanish, and Amharic.

Sec. 4-1-42 - Use of Force Data Collection

- (a) Whenever an Alexandria Police Department officer uses force on a person, the officer must record the actual or perceived race and ethnicity, age, gender, disability status, and level of English proficiency (Limited English Proficient or Non-English Proficient) of each civilian whom forced was used against, provided that the identification of these characteristics shall be based on the observations and perceptions of the Alexandria Police Department officer(s) involved in the use of force incident and the information shall not be requested of the civilian involved in the use of force incident, and at least the following information:
 - (1) The type of force used; Types of force include, but are not limited to:
 - a) Pressure Point Compliance.
 - b) Joint Manipulation.
 - c) Neck holds.
 - d) Weaponless Physical Force.
 - e) Use of a Sage Less Lethal Munition.
 - f) Use of a PepperBall Launcher.
 - g) Oleoresin Capsicum Spray application.
 - h) Use of an Impact Weapon.
 - i) Use of an Improvised Weapon.
 - j) Use of Electronic Control Devices.
 - k) Canine Apprehension.

- l) Canine Bites.
 - m) Unholstering a firearm and pointing it at a person.
 - n) Use of a vehicle.
 - o) Force resulting in hospital admission.
 - p) Force resulting in a loss of consciousness.
 - q) Force resulting in death or serious physical injury.
 - r) Lethal Force.
- (2) The total number of officers involved in each use of force incident, including (a) the number of officers who used force and (b) the number of officers who were present during the use of force incident, but who did not use force.
 - (3) The total number of civilians involved in each use of force incident, including (a) the number of civilians against whom force was used and (b) the number of civilians who were present during the use of force incident, but against whom force was not used.
 - (4) Whether an arrest was made, and the crime charged.
 - (5) The name, badge number, and sector of any officer involved in each use of force incident, including (a) officers who used force and (b) officers who were present during the use of force incident, but who did not use force.

Sec. 4-1-43 - Civilian Complaints

- (a) The Alexandria Police Department must, at minimum, keep the following records regarding civilian complaints against law enforcement officers:
 - (1) The actual or perceived race and ethnicity, age, gender, disability status, and level of English proficiency of the person stopped.
 - (2) The total number of civilian complaints for each sector.
 - (3) The allegations raised in each complaint.
 - (4) The final disposition of each complaint.
 - (5) The disciplinary actions imposed on law enforcement officers in each complaint, if any.

Sec. 4-1-44 - Crime Data Collection

- (a) The Alexandria Police Department must, at minimum, keep the following records, disaggregated by the actual or perceived race and ethnicity, age, gender, disability status and level of English proficiency (Limited English Proficient or Non-English Proficient) of each victim, person arrested or student referred to law enforcement:
 - (1) The total number of crime complaints in each sector, indicating whether the alleged crime is a misdemeanor or felony.
 - (2) The total number of victims in each sector, indicating whether the alleged crime is a misdemeanor or felony.
 - (3) The total number of arrests in each sector, indicating whether the arrest is for an alleged misdemeanor or felony.
 - (4) The total number of Alexandria City Public Schools students referred to law enforcement, defined as an action by which a student is reported to an Alexandria Police Department agency or official, including a school resource officer unit, for an incident that occurs on school grounds, during school-related events, or while taking school transportation, regardless of whether official action was taken, indicating the alleged offense and the name of the school the student was attending.
 - (5) The total number of Alexandria City Public Schools students arrested for any activity conducted on school grounds, during off-campus school activities, including while taking school transportation, or due to a referral by any school official, indicating the offense charged and the name of the school the student was attending.

Sec. 4-1-45 - Public Reporting of Data

- (a) The Alexandria Police Department must, at minimum:
- (1) Deliver to the Mayor and City Council an annual report, which shall be made available on the Alexandria Police Department website, of all the data required to be collected by this ordinance, including stops, frisks, searches, arrests, use of force incidents, civilian complaints, crime complaints, and student referrals from Alexandria City Public Schools, to determine whether the Alexandria Police Department's activities are applied or administered in a discriminatory way.
 - (2) The data analysis required by this section must, at minimum, assess whether a disparity exists in each sector on the basis of actual or perceived race and ethnicity, age, gender, disability status, or level of English proficiency (Limited English Proficient or Non-English Proficient), as determined by a comparison of:
 - a) The total population of each subgroup and the percentage of that subgroup that is subjected to a stop, frisk, search, issuance of a ticket, issuance of a summons, arrest, use of force, or referral from Alexandria City Public Schools.
 - b) The total population of each subgroup that is stopped and the percentage of those stops that result in the issuance of a ticket or summons, or an arrest.
 - (3) Maintain a database that is publicly available on the Alexandria City website of all the data required to be collected by this ordinance. The database must be:
 - a) Available on at least a monthly basis.
 - b) Searchable and sortable.
 - c) Downloadable in CSV, Excel, and PDF formats.
 - (4) Immediately publish all Alexandria Police Department policies, protocols, and manuals on the Alexandria Police Department website.

Section 2. That Title 4, Chapter 1, Article D of the Code of the City of Alexandria, Virginia, 1981, as amended pursuant to Section 1 of this ordinance, be, and the same hereby is, reordained as part of the City of Alexandria City Code.

Section 3. That this ordinance shall become effective on _____, 2016.