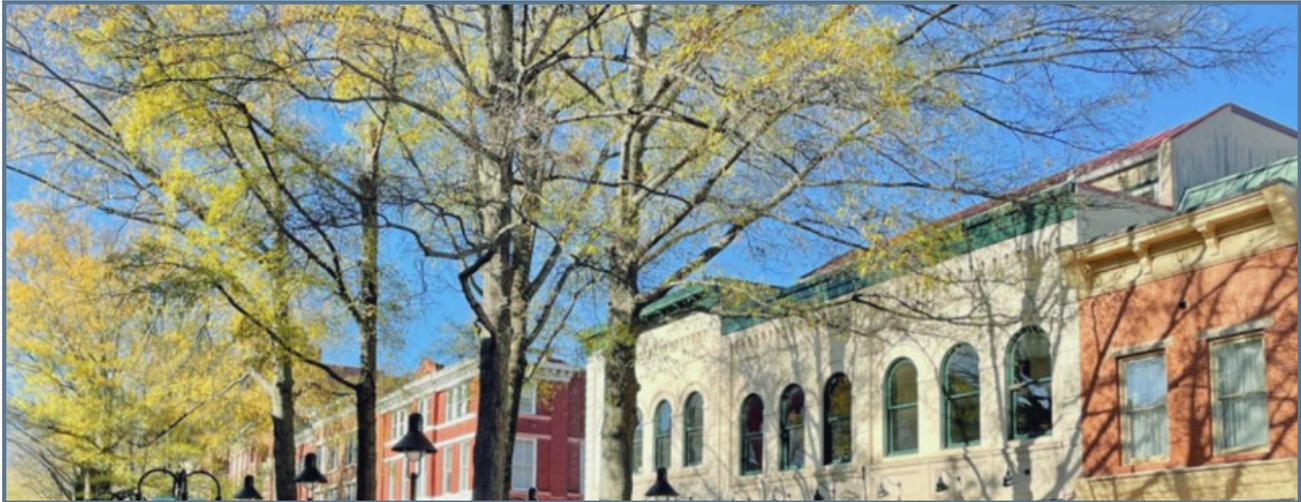




# Police Civilian Oversight Board

City of Charlottesville

*"TO BE A PLACE WHERE EVERYONE THRIVES"*



The Police Civilian Oversight Board (PCOB) works to strengthen trust between the Charlottesville community, the Police Department (CPD), and city leadership through independent, civilian-led oversight. This report overviews the efforts of the PCOB Executive Director and Management Analyst to promote transparency, accountability, and fairness. It includes updates on oversight activities, community engagement, policy reviews, and other initiatives aimed at protecting civil rights and ensuring effective law enforcement practices in the city.

## March 2025 Monthly Report

- ▶ Oversight Activity ◀
- ▶ Community Engagement ◀
- ▶ Policy & Professional Development ◀

### WHERE TO FILE A COMPLAINT



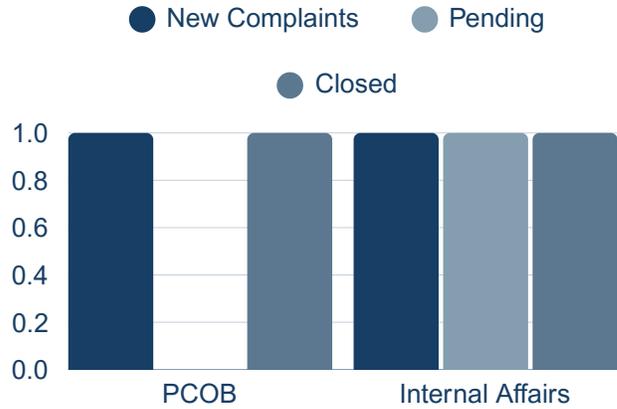
By Mail:  
Attn: PCOB  
PO Box 911  
Charlottesville, VA 22902

Phone: (434) 970-3794  
Email: [pcob@charlottesville.gov](mailto:pcob@charlottesville.gov)

The Charlottesville Police Department is informed of all PCOB complaints. Any personal information submitted through a complaint may be subject to a Freedom of Information Act request, but is protected for privacy to the extent allowed by law.

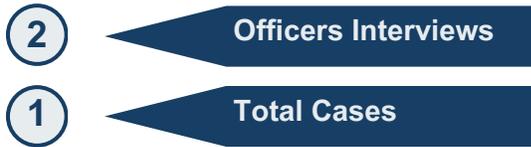
# Oversight Activity

Includes citizen complaints and inquiries submitted both to PCOB and to CPD Internal Affairs during the month. All PCOB-initiated citizen complaints are shared with CPD during the investigative process in accordance with section 2-452.e of the ordinance. Pending cases extend back to the prior month or earlier. A complaint may be closed within the same month it is opened.



## Officer Interviews

The Executive Director regularly observes officer interviews conducted by the Internal Affairs Department to provide feedback, assess policy implications, and identify investigative steps to resolve complaints.



## Oversight Activity

In March, the Executive Director received one new complaint through PCOB channels, which is also being investigated by CPD IA and monitored by the Director. Additionally, the Executive Director prepared materials for the Board to review the FLOCK license plate reader policy in preparation for the April meeting, during which Chief Kochis will provide an update to the Board on the system and its use by CPD officers.

## Closed Case Findings

Closed case findings include all allegations from all officers involved in each investigation. March 2025 findings include allegations from **one** closed case representing **one** total officers involved. Findings include both primary complaints alleged as well as collateral findings discovered as part of the investigative process. All findings are based upon CPD General Order policy violations.

Allegation	S	U	E	NR
Prisoner Safety		1		

## Pending Allegations by Category

This represents allegations from new and pending complaints which are currently under investigation. Allegations refer to *potential* CPD General Order policy violations and should *NOT* be considered findings. Determinations are reported upon official case closure.



- »» Sustained - Allegations true; the officer is determined to have acted in violation of applicable procedures, techniques, & regulations.
- »» Unfounded - No basis of fact to support the allegation.
- »» Exonerated - Allegations true, but not misconduct due to adherence to applicable procedures, techniques, & regulations.
- »» Not Resolved - Unable to verify the truth or falsity of complainant's allegations.

# Community Engagement

The Executive Director has been actively preparing for the inaugural PCOB Town Hall scheduled for April 29, 2025, at Carver Recreation Center. In fulfillment of Section 2-465(a) of the PCOB Ordinance, which mandates hosting public community listening sessions, the Executive Director has coordinated extensively with community partners to ensure broad participation. Preparation efforts during March included securing the venue, developing bilingual promotional materials, arranging for advertisements on all 30 CAT buses in both English and Spanish, and distributing press releases that resulted in media coverage by NBC News 29. The Executive Director has also leveraged multiple communication channels, including direct emails to community organizations, social media platforms, and personal outreach requesting each contact to invite five additional participants. These comprehensive preparations are designed to achieve a minimum attendance of 50 community members and create an inclusive environment where diverse voices can engage in productive dialogue about policing matters of public concern within the City of Charlottesville.



## CPD Hiring Event

Board members Titus and Frye, who joined the PCOB in March 2025, participated in CPD candidate interview panels during a hiring event on March 15th at Charlottesville High School. This involvement aligns with section 2-452(c)(4) of the ordinance, granting the Board authority to investigate Department practices and procedures. Candidates completed physical and written assessments before advancing to panels where PCOB members provided input into the selection process. This collaboration fulfills the Board's purpose to establish trust between CPD and community. The experience offered new board members valuable opportunity to meet department personnel while providing transparent oversight of CPD's hiring practices, directly supporting the Board's accountability mission.

## 2024 Annual Report

The Management Analyst and Executive Director have been working to fulfill the annual reporting requirement established in section 2-464(b) of the ordinance. Following the February 2025 release of the 2023 annual report, work commenced on the 2024 report, themed "Overcoming Challenges." This report documents the Board's perseverance through membership transitions, re-establishment of CPD record sharing, and enhanced collaborative efforts with city departments and community partners. The report is on pace for completion next week, ensuring Council receives a comprehensive yet professional product detailing the PCOB's oversight activities, policy recommendations, and community engagement efforts.

# Policy & Professional Development

In fulfillment of ordinance mandates (2-452, 2-460, 2-462, and 2-466), the PCOB's March activities demonstrate significant progress across policy development, member onboarding, and professional capacity building. This month's work strengthened procedural frameworks, integrated new members into oversight responsibilities, and enhanced facilitation capabilities through specialized training. The coordination between the PCOB, CPD, and other city departments exemplifies the collaborative approach essential for effective civilian oversight. By simultaneously addressing policy refinements, board transitions, and skill development, the PCOB continues building the infrastructure required to fulfill its statutory responsibilities while fostering relationships that support transparent, accountable public safety systems responsive to Charlottesville's community needs.

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## Policy Updates

Following recommendations provided by the Executive Director and Office of Human Rights regarding CPD General Order 333 on Limited English Proficiency, the Department has appointed an LEP coordinator to oversee policy implementation and collaborate with both entities on future recommendations. Concurrently, the Executive Director is developing a communications policy that will provide clear guidelines for the Board's interactions with City Council, media, and city leadership when delivering policy recommendations and oversight perspectives. The Executive Director has also obtained a status update from the City Attorney's office regarding the Desk Book draft for PCOB hearings, advancing this ordinance-mandated requirement toward finalization.



## Onboarding New Members

The Executive Director facilitated onboarding of four new Board members in March, coordinating IT setup, security training, and distribution of resources and documentation. Several new members received hiring panel training, enabling their participation in CPD officer recruitment. Section 2-466(a) of the ordinance requires "at least eight (8) hours of training, presented by the National Association for Civilian Oversight of Law Enforcement." The Executive Director is collaborating with NACOLE to develop a comprehensive Board training syllabus that will fulfill this requirement.

## Community Facilitation Training with UVA



The Executive Director and Management Analyst completed professional development through UVA's Community Facilitation training program. This interactive course focused on agenda design, equitable collaboration principles, and facilitation techniques aligned with International Association of Facilitators and International Association of Public Participation core values. Practical experience was gained through role-playing exercises in active listening, summarizing, recording, and managing unexpected situations.