



ARLINGTON COUNTY LAW ENFORCEMENT COMMUNITY OVERSIGHT BOARD (COB):
GUIDELINES FOR OPEN MEETING DISCUSSION/REVIEW OF COB INVESTIGATIONS

Arlington County Code Sec. 69-8(b):

Records containing confidential information such as information protected by law, personally identifiable information, information that may reveal the identity of a confidential source, information that could endanger the life or physical safety of any individual, information that would disclose techniques, procedures, or guidelines used in criminal investigations or prosecutions that if revealed may reasonably be expected to risk the circumvention of the law, or information eligible for exemption from the mandatory disclosure requirements under the Virginia Freedom of Information Act, may be reviewed only in a properly convened closed session of the Oversight Board in order to maintain the confidentiality of the information.

Arlington County Code Sec. 69-9(c)(vii):

If and only if legislative change empowers the Oversight Board to meet in closed session to discuss investigative and personnel records and to otherwise perform its duties . . . the Oversight Board may also, after a 2/3 vote of a quorum of the Oversight Board, make recommendations to the County Board, the County Manager and the Police Chief regarding officer conduct and the sufficiency of any discipline imposed or not imposed.

Regarding open meeting discussions of its investigations and in compliance with and/or recognition of the limitations set forth in the above-referenced provisions of the Arlington County Code, the COB shall:

1. Anonymize or de-identify individual County officers and other County personnel whose conduct is under investigation by the COB, unless any such officers or personnel have expressly consented to use of their name or identifying information;
2. Anonymize or de-identify individual complainants and witnesses to matters under investigation by the COB, unless any such complainants or witnesses have expressly consented to use of their name or identifying information;
3. Consider and appropriately limit factual details in describing the nature and/or location and other particulars of the underlying ACPD action, encounter or transaction from which an investigation arises if, in the determination of the COB, discussion of such details reasonably may identify ACPD officers and other County personnel, individual complainants, and/or witnesses, with due regard for, among other matters, any prior publicity regarding the encounter or transaction; and
4. Consult with the Independent Auditor and/or COB counsel in advance of any public discussion of an investigation to identify information or matters limited by Arlington County Code Sec. 69-8(b) to promote compliance with that provision.