

Police Department

90-02-Internal Affairs

Fund/Agency: 001/90	Police Department	
Personnel Services	\$886,262	<div style="text-align: center;"> <p>CAPS Percentage of Agency Total</p> <p>1.4%</p> <p>98.6%</p> <div style="display: flex; justify-content: center; gap: 10px; margin-top: 10px;"> ■ Internal Affairs ■ All Other Agency CAPS </div> </div>
Operating Expenses	\$683,503	
Recovered Costs	\$0	
Capital Equipment	\$0	
Total CAPS Cost:	\$1,569,765	
Federal Revenue	\$0	
State Revenue	\$142,955	
User Fee Revenue	\$0	
Other Revenue	\$0	
Total Revenue:	\$142,955	
Net CAPS Cost:	\$1,426,810	
Positions/SYE involved in the delivery of this CAPS	15/15	

► CAPS Summary

The Internal Affairs Bureau is responsible for investigating allegations of police misconduct generated from within the Department or from outside sources. The Bureau is responsible for assuring complete and expeditious investigations of all cases within 30 days of receipt of complaints. The Bureau identifies potential training needs through the course of administrative investigations and civil actions directed at the Department. These recommendations are forwarded to the Director of the Criminal Justice Academy for evaluation and incorporation into recruit and in-service training. A section of the Bureau conducts inspections of Department policies, procedures and operations within the Department. Inspections often require onsite visits to police facilities and observations of operations and performance. Once an inspection is completed, the Bureau prepares a report for the Chief and makes recommendations to the affected commander for improvement. This Bureau also assists the County Attorney's Office in the discovery and development of information pertinent to lawsuits, as well as in the legal responses for document requests.

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► **Method of Service Provision**

The Internal Affairs Bureau is comprised of the Inspections Division and the Internal Investigations Division. The Internal Investigations Division includes a team of detectives tasked with the investigation of all complaints against employees originating from within and outside the Department. The Inspections Division is made up of a sworn supervisor, two civilian employees and three auxiliary police officers; they assess compliance and propriety of Department policy, procedures and operations.

► **Performance/Workload Related Data**

Performance measurement indicators are under development. Work related data is currently unavailable.

► **Mandate Information**

This CAPS is Federally or State mandated. The percentage of this CAPS' resources utilized to satisfy the mandate is 76 - 100%. The specific Federal or State code and a brief description of the code follows:

- Code of Virginia 2.1-342: Service is mandated as compulsory by the state code under the Virginia Freedom of Information Act or through a court order. The above code section is detailed in twelve pages in the Code of Virginia. The Section states what records are to be made public upon request within the five-day period which is discussed. It further describes which records may be released by the custodian at their discretion.