

BYLAWS OF THE DELAWARE STATE POLICE ACCOUNTABILITY COMMITTEE

Article I

NAME

The name of this organization as established by the Executive Staff of the Delaware State Police shall be the Delaware State Police Accountability Committee (hereinafter "Body").

Article II

PURPOSE OF THE BODY

The purpose of the Body is to establish a Police Accountability Committee which will provide advice to the department on policy, training, how the department engages in diverse communities, and other issues related to or affecting the department and the communities served by the department.

Article III

FUNCTIONS OF THE BODY

To accomplish its purpose, the Body shall meet quarterly, consider, and advise on the following related to:

1. Any duty or responsibility assigned to the Body by statute or public law.
2. Police matters within the Delaware State Police.
3. Community perceptions of law enforcement in the State of Delaware.
4. Disciplinary policy process within the Delaware State Police.
5. Ways of fostering better community relations with law enforcement.

Article IV
MEMBERSHIP

Section 1. Members

Membership shall be in accordance with the legal authority governing the Body.

Section 2. Appointment

All Body members shall be appointed by the Superintendent of the Delaware State Police unless otherwise provided by the legal authority governing the Body.

Section 3. Tenure and Term of Office

Terms of office shall be for two years with the option to extend additional terms by authority of the governing Body. After one year in term, the governing Body will have the option to expand up to six additional member nominations to the Superintendent of the Delaware State Police in order to keep constant tenured membership within the Body.

Section 4. Voting

Each voting member, excluding the Chairperson and Vice Chairperson, shall be entitled to one vote on each matter submitted to a vote.

Section 5. Attendance at Meetings

Members are expected to attend all meetings. If any appointed member fails to attend five (5) out of eight (8) regular meetings during a two-year term, with or without reasonable cause, or is absent from 50% of the regularly scheduled meetings during any calendar year, the Chairperson shall notify the Superintendent of the Delaware State Police of the absences, for appropriate action pursuant to paragraph 7 below.

Section 6. Removal of Body Members

A member may be removed upon participation in activity unworthy of or detrimental to the best interest of the Delaware State Police and/or the Police Accountability Committee by the Superintendent of the Delaware State Police.

Section 7. Resignation

Any member desiring to resign shall submit a resignation in writing to the Superintendent of the Delaware State Police.

Section 8. Vacancies

A vacancy, because of death, resignation, removal, disqualification or otherwise, shall be filled at the pleasure of the Superintendent of the Delaware State Police.

Section 9. Compensation

Members of the Body shall serve without compensation.

Section 10. Confidentiality

A member of the Body must maintain the confidentiality of Body matters related to sensitive information shared during meetings.

Article V

OFFICERS

Section 1. Officers

The Officers of the Body shall be a Chairperson and Vice Chairperson.

Section 2. Chairperson of the Body

Except as otherwise provided by law or direction of the Superintendent of the Delaware State Police, the Chairperson shall (1) preside at all meetings; (2) set the agenda for the meetings; (3) appoint all committees and subcommittees authorized by the members; (4) sign any document or instrument which the members have authorized to be executed; and (5) in general shall perform all duties as may be prescribed by the members from time to time.

Section 3. Vice Chairperson

In the absence of the Chairperson, the Vice Chairperson shall perform all the duties of the Chairperson and when so acting, shall have all the powers of, and be subject to, all the restrictions upon the Chairperson. The Vice Chairperson shall perform such other duties as from time to time may be assigned by the Chairperson or, in the alternative, requested by a majority vote of the members.

Section 4. Appointment of Officers

The Superintendent of the Delaware State Police shall appoint a Chairperson and Vice Chairperson for the committee.

Section 5. Term of Office

The term of office shall be for a period of two years with the option to extend to additional terms. Each officer shall hold office until his/her successor has been duly appointed.

Section 6. Removal

Any officer appointed by the Superintendent of the Delaware State Police may be removed from office at the Superintendent's discretion.

Section 7. Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or otherwise, may be filled by the Superintendent of the Delaware State Police for the unexpired portion of the term.

Article VI
COMMITTEES

The members may, from time to time, establish subcommittees to study specific matters and report to the full forum.

Article VII
MEETINGS

Section 1. Regular Meetings

Regular meetings of the members shall meet as often as necessary but at least quarterly per calendar year. A schedule of regular meetings for each calendar year shall be adopted prior to the commencement of the calendar year.

Section 2. Special Meetings

Special meetings may be scheduled by a majority vote of the members or called by the Chairperson and shall be called by the Chairperson upon the written request of a majority of the members of the Body.

Section 3. Notice

Written or electronic notice of all meetings shall be provided to each member at least seven (7) calendar days prior to the date set for such meeting. These meetings' dates, times and locations shall also be accessible for public notice at least seven (7) calendar days prior to the date set for such meeting.

Section 4. Public Comment

Any regular or special meeting must be given the opportunity for public comment. These comments shall begin each meeting for the first thirty (30) minutes and each public comment shall not exceed three (3) minutes. Public comment is such that it cannot be afforded active conversation between members of the Body. If public comment exceeds the (3) minutes; the commenter shall be given the option to submit their comment in writing to an email address determined by members of the Committee.

Section 5. Recessed Meetings

Any regular or special meeting may be recessed upon a majority vote of the members and may be reconvened without additional notice provided that the date, time, and place at which the meeting shall be reconvened is determined and announced in open session at the time of the recess.

Section 6. Agenda

The Chairperson shall ensure an agenda is prepared for each regular and special meeting and the agenda shall, in general, be as follows:

1. Call to Order
2. Roll call to determine the presence of a quorum
3. Public comment
4. Presentation of minutes from the previous meeting
5. Presentation of Officers' and Committee Reports
6. Discussion of Old Business
7. Discussion of New Business
8. Adjournment

Section. Quorum and Voting

Except as otherwise provided by law or direction of the Superintendent of the Delaware State Police, a majority of the members established in accordance with the legal authority governing the Body shall constitute a quorum for the transaction of business at any meeting. All decisions shall be made by majority vote of the members present at any meeting where a quorum is present.

Article VIII

PARLIAMENTARY AUTHORITY

The Delaware State Police shall govern meetings unless inconsistent with these bylaws and any special rules of order. If such rules are not in force and effect, and except as otherwise provided by law or direction of the Delaware State Police, the rules contained in the current edition of "Robert's Rules of Order Newly Revised", including the provisions of §49 entitled "Procedure in Small Boards," shall govern; provided, however, that all motions must be stated and shall require a second. The Chairperson shall rule on all parliamentary matters. No proceeding or action shall be deemed invalid on the sole basis that the proceeding occurred, or the action was taken without compliance with rules of order.

Article IX

TRAINING AND ORIENTATION

Non-officer members shall be required within 1 year of appointment, to complete twenty (20) hours of community training with the department overseen by this committee, which may be but not limited to include a ride along(s) or a citizens' police academy. Additional mandates for membership or structure may be included.

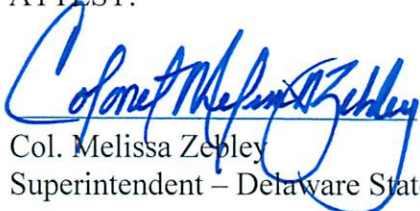
Article X

AMENDMENTS

These Bylaws may be amended by a majority vote of the Body.

ADOPTED by the Delaware State Police Accountability Board this 10th day of September 2024, to be effective on September 10th, 2024.

ATTEST:


Col. Melissa Zebley
Superintendent – Delaware State Police

By:  358
Capt. Lance Skinner, Chairperson