



Lansing Police Department Manual

200.5 – BOARD OF POLICE COMMISSIONERS – CRITICAL INCIDENT BRIEFINGS

Administrative Procedure

Effective Date: 12/2016

Rescinds: 02/2001

PURPOSE

The purpose of this procedure is to establish guidelines for critical incident briefings for the Board of Police Commissioners.

CRITICAL INCIDENT BRIEFINGS

- For the purposes of this procedure, a critical incident will be defined as any one of the following:
 - Law enforcement activity resulting in serious injury or death.
 - Allegations or complaints relating to discrimination or sexual harassment.
 - Any incident alleging the use of excessive force where a documented injury has occurred.
 - Any other incident or activity which a majority of the Board deem appropriate for a review pursuant to this procedure.
- Critical Incident Briefing
 - The Chief of Police/designee may initiate, or any member of the Board, after proper notification given to the Board Chairperson, may request that the Chief initiate a briefing session relating to any critical incident.
 - The Chief of Police/designee will notify every Board member of the date, time, and location of a Critical Incident Briefing Session. Notification will be accomplished through the use of the Commissioners' City assigned email or by phone tree notification.
 - Attendance by Board members at such a session is not mandatory, and a quorum of the Board is not required.
 - The briefing session will be limited to the following:
 - The purpose of the briefing session is for informational gathering designed to focus upon issues of general concern and intended to primarily provide Board members with background information on the critical incident.
 - At such a session, members of the Board may not, without complying with the Open Meetings Act, engage in discussion or deliberations during the session or otherwise enter into the process of addressing or resolving issues of public policy.
 - In response to any critical incident, the Board may review any administrative or advisory board power prescribed by the Lansing City Charter, such as rules of conduct, training, or advising the Mayor and Council of proposals or proposed changes in department policies and programs.