

Delaware Police Accreditation Commission (DPAC) Bylaws

Article I: NAME

The name of the commission will be the Delaware Police Accreditation Commission (DPAC)

Article II: MISSION AND GOALS

The mission of the Delaware Police Accreditation Commission is to advance law enforcement professionalism through the establishment of professional standards and the administration of a formal mechanism by which Delaware agencies can be systematically measured, evaluated, and updated. The Commission goals include:

1. To increase the effectiveness and efficiency of law enforcement agencies in the state in the delivery of services;
2. To promote cooperation and coordination among all components in the criminal justice system;
3. To ensure the appropriate level of training for law enforcement personnel; and
4. To promote public confidence in law enforcement.

Article III: MEMBERSHIP

The members of the DPAC are established in §9702, Title 11 of the Delaware Code and shall consist of the following:

1. The Attorney General;
2. The President Pro Tem of the State Senate;
3. The Speaker of the House of Representatives;
4. The Chairperson, Delaware Police Chiefs' Council;
5. The Superintendent, Delaware State Police;
6. The Colonel of the New Castle County Police;
7. The Chairperson, Sussex County Chiefs organization;
8. The Chairperson, Kent County Chiefs organization;
9. The Chief of Police, City of Dover;
10. The Executive Director, Delaware League of Local Governments;
11. The Secretary of the Department of Safety and Homeland Security will serve as Chair, but may not vote unless necessary to break a tie. ; and
12. The Chief of the Wilmington Police Department.

Members of the DPAC are by virtue of their position, but may appoint a designee within their respective agency or organization to serve in their stead and at their pleasure.

A Vice-Chairperson shall be elected by a majority vote of the membership and shall serve at the pleasure of the Commission.

The Chairperson shall:

1. Chair all meetings of the Commission;
2. Chair special meetings of the Commission;
3. Act as the Commission representative at all accreditation ceremonies.

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The Vice-Chairperson shall, in absence of the Chairperson, assume the duties of the chair at all Commission meetings or functions. The Vice-Chairperson is authorized to represent the Commission at accreditation ceremonies.

Article IV: VOTING

The right to vote on the Commission business is limited to the members of the Commission, or their designee. Each member of the Commission is entitled to one vote, with the exception of the Chair unless necessary to break a tie. At any meeting of the Commission, a member is entitled to vote either in person or by proxy with a designee.

Motions on all Commission business, including authorizing accredited status for agencies, and amending standards require a simple majority vote of the members present to pass, with proxy designee votes permitted. Members of the Commission will not be eligible to participate in voting on any matter involving the accreditation or re-accreditation of their own agency.

Article V: QUORUM

A quorum for conducting official Commission business shall consist of a simple majority of members of the Commission, including designees.

Article VI: VACANCIES

Members of the DPAC are by virtue of position. As vacant positions are filled they will automatically become members of the DPAC.

Article VII: MEETINGS

The Commission shall meet at least two times during the year. Special meetings of the Commission may be called by the Chairperson. Members of the Commission will be notified not less than thirty (30) days prior to all regular meetings. Written notice of special meetings shall be mailed not less than fifteen (15) days prior to the meeting and shall state the purpose(s) of the meeting.

All meeting notices and agendas will be posted on the Public Meeting Calendar.

All meeting minutes will be posted on the Public Meeting Calendar as required by Del. Code Title 29 – Chapter 100 § 10004 (f).

Article VIII: ORDER OF BUSINESS

The order of business at all regular meetings of the Commission shall be determined by the Chair.

Article IX: ACCREDITATION

The Commission shall review all requests from local law enforcement agencies expressing their desire and intent in seeking Accreditation or Re-Accreditation.

Members of the Commission will be provided with the completed Assessment Team Report no less than 7-days prior to the scheduled Accreditation/Re-Accreditation hearing.

Accreditation/Re-Accreditation hearings shall be scheduled on the agenda as part of the regular Commission meeting.

1. The Accreditation Assessment Team is responsible to present the findings to the Commission.

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2. The Chief of the agency seeking Accreditation/Re-Accreditation is required to be present at the hearing for comments and questions.

The Commission is required to vote on authorizing Accreditation/Re-Accreditation.

Members of the Commission will not be eligible to participate in voting on any matter involving the accreditation or re-accreditation of their own agency.

Accreditation will be authorized for a term of 3-years.

Reports of Accredited agency misconduct may be investigated through the Delaware Police Chiefs' Council at the request of the Commission.

The Commission shall review the findings of the investigation in Executive Session pursuant to 29 Del. C. §10004(b)(6).

The decision to revoke or suspend Accreditation will be voted on as part of the regular meeting.

Article X: RECIPROCITY

Law Enforcement Agencies that have achieved accreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA), are automatically considered eligible for DPAC Accreditation/Re-Accreditation.

1. The Chief of the agency seeking Accreditation/Re-Accreditation must send a letter to the DPAC requesting reciprocity along with proof of CALEA Accreditation.
2. The DPAC will review the letter along with supporting documentation and vote on authorizing Accreditation/Re-Accreditation.
3. Members of the Commission will not be eligible to participate in voting on any matter involving the accreditation or re-accreditation of their own agency.
4. Accreditation will be authorized for a term that is equal to the term of the CALEA Accreditation, but not to exceed 4-years.

Article XI: SUBCOMMITTEES

The Chairperson may appoint subcommittees as the need arises. Subcommittees may consist of members of the Delaware Police Accreditation Commission or other individuals both inside and outside of the criminal justice arena. All subcommittee chairs and members shall serve at the pleasure of the Chairperson. Each subcommittee shall make reports to the Delaware Police Accreditation Commission as required.

The Professional Standards Board of the Delaware Police Chiefs' Council will be an official subcommittee of the Commission. It will be directly responsible for reviewing all applications from police agencies and verifying that a submitting agency has complied with the basic core standards for accreditation. The subcommittee would then recommend to the Commission that the agency continue to work towards accreditation.

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The Professional Standards Board would be responsible for further developing and implementing the processes of submitting initial applications as well as establishing, reviewing, and updating standards for accreditation.

Article XII: AMENDMENTS

The bylaws may be amended by the Commission at any regular or special meeting of the Commission with a simple majority vote of the members present to pass, with proxy designee votes permitted.