

**VIRGINIA LAW ENFORCEMENT
PROFESSIONAL STANDARDS
COMMISSION**



COMMISSION BYLAWS

Revised: December 01, 2023

ARTICLE I: NAME

The name of the commission will be the Virginia Law Enforcement Professional Standards Commission (VLEPSC.)

ARTICLE II: MISSION AND GOALS

The mission of the Virginia Law Enforcement Professional Standards Commission is to advance law enforcement professionalism through the establishment of professional standards and the administration of a formal mechanism by which Virginia 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 Commonwealth 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;
4. To promote public confidence in law enforcement; and
5. To promote the professionalism of law enforcement agencies in the Commonwealth of Virginia.

ARTICLE III: COMMISSION

The Commission shall be comprised of six (6) active Chiefs of Police chosen by the Virginia Association of Chiefs of Police and six (6) active Sheriffs chosen by the Virginia Sheriffs' Association. All appointed members of the Commission shall be from VLEPSC agencies at the time of their appointment. If a seating Commission member and their agency loses their accreditation, or if the Commissioner is selected to lead another agency that is not VLEPSC accredited, the Commissioner may remain on the board if their respective association agrees, and they provide documentation that they are continuing to move forward with the VLEPSC program. Commissioners will serve for a term as designated by their respective Associations. All Commissioners are authorized to represent the Commission at accreditation ceremonies.

At the regular spring meeting of the Commission in even number years (e.g. 2004, 2006), the Vice Chairperson shall assume the duties of the Chairperson, and a Vice-Chairperson and a Treasurer shall be elected by majority vote of the Commission. The Vice-Chairperson must be a representative from the association not represented by the Chairperson.

The Chairperson shall:

1. Chair all meetings of the Commission;
2. Call special meetings of the Commission;
3. Serve as the liaison to both governing Associations; and
4. Act as the Commission representative at accreditation ceremonies, when available.

The Vice-Chairperson shall, in the absence of the Chairperson, assume the duties of the Chair at all Commission meetings or functions.

The Treasurer shall be held by a Commission member (voting) or an active VLEPSC agency Chief Executive Officer (non-voting), and they shall have responsibility for all the duties and responsibilities of the position. The appointed Treasurer may designate administrative support but shall be responsible for approving all financial records and have sole signing authority for all financial transactions.

ARTICLE IV: VOTING

The right to vote on Commission business is limited to Commissioners, or their designee. Each Commissioner is entitled to one vote. At any meeting of the Commission, a Commissioner is entitled to vote either in person, by absentee vote, or by proxy. Votes by proxy or absentee must be executed in writing to the Chairperson prior to the start of any Commission meeting.

Motions authorizing accredited status for agencies require a minimum of eight (8) votes to pass, with written proxy, designee, and absentee votes permitted. An agency not receiving the minimum number of votes required for approval of a motion to accredit or reaccredit that agency will be deemed to have been denied accreditation or reaccreditation by the Commission. Commissioners will not be eligible to participate in voting on any matter involving the accreditation or re-accreditation of their own agency.

Motions to approve or amend standards require a minimum of seven (7) affirmative votes to pass, with written proxy, designee, and absentee votes permitted.

Motions on all other Commission business requires a simple majority vote to pass.

ARTICLE V: QUORUM

A quorum for conducting official Commission business shall consist of a minimum of four (4) members of each Association, including absentee, designee or proxy votes.

ARTICLE VI: VACANCIES

Vacancies on the Commission shall be filled through internal process of the Association responsible for the seat vacated. A vacancy in the position of Chairperson shall be filled by the Vice-Chairperson for the balance of the Chairperson's term. The Vice-Chairperson and Treasurer positions shall then be filled by Commission vote. Vacancies on any subcommittees shall be filled at the discretion of the Chairperson.

ARTICLE VII: MEETINGS

The Commission shall meet at least quarterly during the year. Special meetings of the Commission may be called by the Chairperson. Commissioners will be notified not less than thirty (30) days prior to all regular meetings of the date, place and time of the meeting. Written notice of special meetings shall be distributed not less than fifteen (15) days prior to the meeting and shall state the purpose(s) of the meeting.

When there are no agencies scheduled to be heard at an upcoming Commission meeting, the Chairperson may elect to hold the meeting via teleconference, video conference, or other electronic means.

ARTICLE VIII: ORDER OF BUSINESS

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

ARTICLE IX: SUBCOMMITTEES

The Chairperson may appoint subcommittees as the need arises. Subcommittees may consist of Commissioners, personnel from the Department of Criminal Justice Services, or other individuals, both inside and outside of the criminal justice arena. The Chairperson and the Vice-Chairperson shall not serve on the same subcommittee. All subcommittee chairs and members shall serve at the pleasure of the Chairperson. Each subcommittee shall make reports to the Commission as required.

ARTICLE X: AMENDMENTS

The by-laws may be amended by vote of the Commission at any regular or special meeting of the Commission.