

Catherine L. Davidson
President

At Large
Lee Rubin
James "Jim" Villard

District One
REDDEX Washington

District Two
Gerber Porter



Donna P. Jones, MMC
City Clerk

James "Jim" Villard
Vice President

District Three
Cynthia Perry

District Four
Catherine L. Davidson

District Five
Charles L. "Chuck" Fowler, Jr.

April 26, 2022

Mayor Jeffrey W. Hall
City of Alexandria 915 Third Street
Alexandria, Louisiana 71301

RE: *Call for Special Meeting Wednesday, April 27, 2022, Alexandria City Council
Chambers 5:30 p.m.*

All,

Pursuant Sec. 2-23 - Council meetings and rules; public comment Section (t) and (u) as set forth below:

- (t) A special meeting of the council may be called by the president of the council or by any four (4) council members. Request for meeting by four (4) council members shall be made on forms provided the city clerk's office. The special meeting shall be held at a time and place designated in the call provided that all council members shall be notified as to the date, time, place and subject matter of said special meeting.
- (u) Notice of meetings shall mean notification to the council member by phone; fax; e-mail or in person.

I, as President of Alexandria City Council, am calling a Special Meeting to be held **Wednesday, April 27, 2022, Alexandria City Council Chambers 5:30 p.m.**

The purpose of the Special Meeting is to conduct an investigation pursuant Alexandria Home Rule Charter Article II City Council Sec. 2-08. - Investigations which reads as follows:

The city council may make investigations into the affairs of the city and the conduct of any city department, office or agency and for this purpose may subpoena witnesses, administer oaths, take testimony and require the production of evidence. Any person who fails or refuses to obey any lawful order of the council shall be guilty of a misdemeanor and shall be punished in such manner as the council shall fix by ordinance.

Attached hereto find copies of *Subpoena Duces Tecum*, *Subpoena to Mayor Jeffery Hall*, *Subpoena to Chief Ronney Howard*, *Subpoena to Susan Broussard*, *Chief of Staff*, *Subpoena to Monza Williams*, *Human Resource Director* and *Subpoena to Any and All Executive Staff* that have personal knowledge of information related to this Section 2-08 investigation so designated by the City of Alexandria.

Cordially,



Catherine L. Davidson
Alexandria City Council, President
District 4

cc: Hon. Jim Villard, Vice President At-Large
Hon. Lee Rubin, At-Large
Hon. Reddix Washington, Jr. District 1
Hon. Gerber Porter, District 2
Hon. Cynthia Perry, District 3
Hon. Chuck Fowler, District 5

**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA DUCES TECUM

**To CITY OF ALEXANDRIA,
 through Mayor Jeffrey W. Hall
 915 Third Street
 Second Floor
 Alexandria, Louisiana 71201**

PLEASE TAKE NOTICE that Catherine L. Davidson, President of the Alexandria City Council, Council District 4 pursuant to Section 2-23 of the Alexandria Code of Ordinances Article II Council Rules and Procedures and Sec. 2-08. – Investigations of the Alexandria Home Rule Charter Article II City Council compels the City of Alexandria, through Mayor Jeffrey W. Hall, to produce on **Wednesday, April 27, 2022, Alexandria City Council Chambers 5:30 p.m.** the following documents:

1. A complete Personnel Roster for the Division of Public Safety Department Police indicating the title of the position and number of such designated positions allotted;
2. A complete Personnel Roster for the Division of Public Safety Department Police indicating the title of the position and number of such designated positions allotted that are currently filled (this can be combined with 1. and 3.);
3. A complete Personnel Roster for the Division of Public Safety Department Police indicating the title of the position and number of such designated positions allotted that are currently vacant for any reason, specifically but not limited to lack of manpower, illness, vacation, military leave, extended leave and/or disciplinary leave: the reason for the vacancy is not being requested it is the list of vacant positions that show on 1. above (this can be combined with 1. and 2.);
4. All documents used to create the 2 documents contained in the April 25, 2022, e-mail from Shane Williams, City Attorney to the City Clerk and titled Patrol Log April 22_Redacted and Patrol Log April 22_Redacted (003);
5. All Patrol Assignment Sheet from November 1, 2021, through April 25, 2022, meaning those actual pieces of paper titled "Patrol Assignments Sheets" provided to Communications/Dispatch for entry into the Computer Aided Dispatch "CAD" for both the day and night shifts from November 1, 2021, through April 25, 2022 meaning

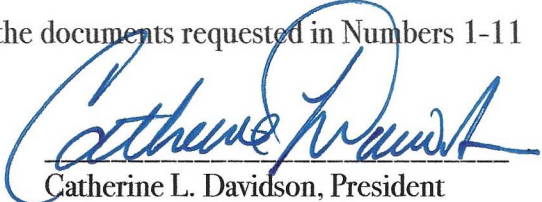
those actual pieces of paper titled "Patrol Assignments Sheets" provided to Communications/Dispatch for entry into the Computer Aided Dispatch "CAD" for both the day and night shifts from November 1, 2021, through April 25, 2022;

6. A copy of the policy if any which addresses the changing of Patrol Assignment Sheets after the shift has been completed;
7. The Computer Aided Dispatch "CAD" report of the Alexandria Police Department for the day shifts and the night shifts for the following days:

November 6-7, 2021
December 24-25, 2021
January 14-15, 2022
February 23-24, 2022
March 16-17, 2022
April 15, 16, 17, 2022
April 19, 2022
April 24, 2022

Notably, these reports should indicate changes in assignments that take place during the shifts and at what times;

8. A copy of the policy if any which addresses the changing of Patrol Assignment Sheets after the shift has been completed;
9. A copy of the document entitled ALEXANDRIA LOUISIANA DEPARTMENT CONFIDENTIALITY POLICY presented to the Alexandria Police Department on Friday, April 22, 2022;
10. A copy of the APD CONFIDENTIALLY AND NON-DISCLOSURE AGREEMENT presented to the Alexandria Police Department on Friday, April 22, 2022;
11. A complete copy of the Alexandria Police Department Policy and Procedures or the document that governs the policies and procedures of the Alexandria City Police Department whatever its title may be; and
12. Any documents used to create for compile the documents requested in Numbers 1-11 above.


Catherine L. Davidson, President
Councilwoman District Four


April 26, 2022


**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA

**To: Mayor Jeffrey W. Hall
Alexandria City Hall
Second Floor
915 Third Street
Alexandria, Louisiana 71301**

PLEASE TAKE NOTICE that Catherine L. Davidson, President of the Alexandria City Council, pursuant to Section 2-23 of the Alexandria Code of Ordinances Article II Council Rules and Procedures and Sec. 2-08. – Investigations of the Alexandria Home Rule Charter Article II City Council compels your attendance at a Special Meeting **Wednesday, April 27, 2022, Alexandria City Council Chambers 5:30 p.m.** to testify in the investigative hearing being conducted by the Alexandria City Council related to the matters set out in the accompanying Subpoena Duces Tecum, as well as matters attendant thereto.

April 26, 2022
April 26, 2022


Catherine L. Davidson, President
Councilwoman District Four


**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA

**To: Chief Ronney Howard
Through Mayor Jeffrey W. Hall
Alexandria City Hall
Second Floor
915 Third Street
Alexandria, Louisiana 71301**

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Catherine L. Davidson, President
Councilwoman District Four


**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA

**To: Susan Broussard, Chief of Staff
Through Mayor Jeffrey W. Hall
Alexandria City Hall
Second Floor
915 Third Street
Alexandria, Louisiana 71301**

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Catherine L. Davidson, President
Councilwoman District Four


**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA

**To: Monza Williams, Director of Human Resources
Through Mayor Jeffrey W. Hall
Alexandria City Hall
Second Floor
915 Third Street
Alexandria, Louisiana 71301**

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April 26, 2022

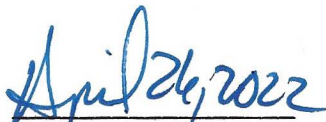

Catherine L. Davidson, President
Councilwoman District Four


**ALEXANDRIA HOME RULE CHARTER
ARTICLE II CITY COUNCIL
SECTION 2-08 INVESTIGATIONS**

SUBPOENA

**To: Any and All Executive Staff that have personal knowledge of information related to this Section 2-08 investigation so designated by the City of Alexandria
Through Mayor Jeffrey W. Hall
Alexandria City Hall
Second Floor
915 Third Street
Alexandria, Louisiana 71301**

PLEASE TAKE NOTICE that Catherine L. Davidson, President of the Alexandria City Council, pursuant to Section 2-23 of the Alexandria Code of Ordinances Article II Council Rules and Procedures and Sec. 2-08. – Investigations of the Alexandria Home Rule Charter Article II City Council compels your attendance at a Special Meeting **Wednesday, April 27, 2022, Alexandria City Council Chambers 5:30 p.m.** to testify in the investigative hearing being conducted by the Alexandria City Council related to the matters set out in the accompanying Subpoena Duces Tecum, as well as matters attendant thereto.


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