



April 27, 2022

Councilwoman Catherine Davidson  
City of Alexandria Council President  
915 Third Street  
Alexandria, LA 71301

Councilwoman Davidson:

I hope you are well. As you know, the following correspondences were copied and/or forwarded to the Mayor's office:

- a. A letter written by you on Tuesday, April 26, 2022, and addressed to me, in my capacity as Mayor of the City of Alexandria, which informed me that you intend to call a "Special Meeting to be held on **Wednesday, April 27, 2022** . . . to conduct an investigation . . ."
- b. A subpoena duces tecum received on April 26, 2022, which attempts to require the production of, among other things, various Alexandria Police Department records in the City Council Chambers on April 27, 2022 – only one day after the subpoena duces tecum was received.
- c. Five subpoenas received on April 26, 2022, which appear to require the attendance of myself, Susan Broussard, Chief Ronney Howard, Monza Williams, and "Any and All Executive Staff that have personal knowledge of information related to" the investigation "to testify in the investigative hearing" on April 27, 2022 – one day later.

While the purpose of the proposed investigation is not entirely clear, I have instructed my chief of staff, and my office, to coordinate with you and the City Council, to the fullest extent contemplated by law. Accordingly, I write this letter hoping to begin a productive dialogue regarding the investigation.

Jeffrey W. Hall  
Mayor



Office of the Mayor  
Post Office Box 71  
Alexandria, Louisiana 71309-0071  
Tel (318) 449-5000 · Fax (318) 449-5229  
e-mail: mayor@cityofalex.com

As an initial matter, the investigative hearing scheduled on April 27, 2022, needs to be rescheduled. Your letter, delivered on the afternoon of April 26, provided barely more than twenty-four hours' notice of the investigative hearing. This unnecessarily abrupt notice does not give my office adequate time to collect the documents you have subpoenaed, or to evaluate any potential legal issues. Nevertheless, I imagine, if all parties communicate diligently, a new date can be scheduled within the next few weeks.

While we work to coordinate mutually convenient dates, my office looks forward to working with you directly to ensure an efficient, orderly, and productive investigative hearing. To that end, the April 26 letter is particularly vague as to the nature, scope and/or purpose of the Council's investigation. The lack of information concerning the nature, scope and purpose of the investigation complicates the preparation process expected of any public official scheduled to provide sworn testimony to the Council.

Further, the lack of information in your letter prevents the administration from thoroughly evaluating legal issues that may limit the manner/scope of testimony and/or production of information. For example, each potential witness may have different or specific due process rights under various civil service rules, depending on the nature of the testimony your investigation requires. Depending on the purpose and nature of your investigative hearing, each witness may require City sponsored counsel to avoid any legal conflicts in representation. Moreover, as you know, there are specific state laws which place certain subject matters relating to the APD under the exclusive jurisdiction Alexandria Fire and Police Civil Service Board. Without more direction and information from the Council, there is simply no way to properly evaluate the legal issues involved.

Lastly, the April 26 letter does not identify the hearing procedures the Council intends to use during the investigative hearing. The letter, subpoenas, and subpoena duces tecum, however, refer to Section 2-23 of the Alexandria Charter. The same section, 2-23 subparagraph (z), requires certain procedural rules for public hearings. I request you clarify *whether the Council plans on adopting the Section 2-23 Hearing rules for this investigative hearing*. If the Council wishes to use the hearing procedure outlined in Section 2-23 subsection (z), it would appear there are several pre-requisites that must be met before the investigative hearing would take place, including but not limited to the following:

1. A notice that shall include:
  - a. A statement of the time, place, and nature of the Hearing;
  - b. A statement of the legal authority and jurisdiction under which the hearing is to be held;
  - c. A reference to the particular sections of the statutes and rules involved;
  - d. A short and plain statement of the matters asserted;

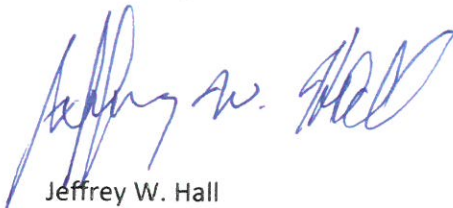
2. Opportunity for the administration to respond and present evidence on all issues of fact involved and argument on all issues of law and policy involved and to conduct such cross-examination as may require for a full and true disclosure of the facts; and
3. Opportunity for the administration to offer proof and objections.

Section 2-23(z)(1)(a) also requires all parties who do not waive their rights shall be afforded an opportunity for a hearing “after **reasonable notice**” (emphasis added). Of course, if the Council intends to use a different or unwritten hearing procedure, the administration reserves its right to review/analyze said procedure prior to attending the investigative hearing. Accordingly, to avoid any confusion or delay, I ask that you identify the details of that intended hearing procedure at least fifteen (15) days before any investigative hearing.<sup>1</sup>

I am sure the issues and concerns identified above can be alleviated promptly with diligent communication. I look forward to discussing this correspondence with you, in more detail, as soon as possible.

Should you have any questions or concerns, never hesitate to contact my chief of staff.

Respectfully,



Jeffrey W. Hall

---

<sup>1</sup> While I have instructed my office to coordinate with the City Council to the fullest extent contemplated by law, I am required, out of an abundance of caution, to formally state my administration’s objection to the subpoenas and subpoenas duces tecum. As noted above, the subpoenas and subpoenas duces tecum provide insufficiently short notice of the investigative hearing, are unreasonably vague regarding the nature and scope of the investigation, and attempt to compel attendance at a hearing that has potentially not been properly noticed pursuant to Section 2-23(z) of the Charter. Moreover, the subpoena directed to “Any and All Executive Staff that have personal knowledge of information related to” the investigation is particularly objectionable, since it is not directed to any particular individual.