



CITY OF SAINT PAUL

Christopher B. Coleman, Mayor

280 City Hall
15 Kellogg Boulevard West
Saint Paul, MN 55102-1659

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TO: Chief Todd Axtell

FROM: Libby Kantner, PCIARC Coordinator
Police Civilian Internal Affairs Review Commission

SUBJ: **CASE REVIEW DELIBERATIONS**
[MEETING DATE] MEETING

DATE: [DATE SENT]

On [MEETING DATE] the Police Civilian Internal Affairs Review Commission met to review completed Internal Affairs investigations and discharges of firearms cases. Those present during the review were:

[LIST COMMISSIONERS, HREEO STAFF AND IAU STAFF]

The PCIARC reviewed and deliberated the investigation, cast their vote, and now submits their recommendation and rationale to you. The Commission has also submitted and/or recommended action concerning the involved peace officer.

The PCIARC submits the following report for your review.

A. CASE # [CASE NUMBER]

Classification(s): [CLASSIFICATION]
Complainant(s): [COMPLAINANT]
Principal(s): [PRINCIPAL OFFICER(S)]

1. COMMISSION RECOMMENDATION:
[CLASSIFICATION]- [RECOMMENDATION]



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Commission Vote: Yes: No:

Commission Recommended Disciplinary Action:

2. COMMISSION RECOMMENDATION:

[CLASSIFICATION]- RECOMMENDATION

Commission Vote: Yes: No:

Commission Recommended Disciplinary Action:

Commission Vote: Yes: No:

Please let me know if you have questions or concerns. Should you disagree with the Commission's recommendation(s), I will notify the Chair, who shall have five (5) working days to discuss any concerns with you.

Respectfully,

Libby Kantner
PCIARC Coordinator