

ARLINGTON POLICE DEPARTMENT
ORAL REPRIMAND

TO: JIM LOWERY #740, DEPUTY CHIEF
FROM: KEVIN KOLBYE #2929, ASSISTANT CHIEF *KK*
REF: DISCIPLINARY ACTION
DATE: *11/22/2017*

It is necessary to reprimand you regarding the following:

VIOLATION: Conduct constituting violation of CITY OF ARLINGTON PERSONNEL MANUAL 201.04.B JUDGMENT. "An employee shall exercise appropriate judgment relevant to the conduct and performance of duty."

SPECIFICATION: On or about July 18, 2017, while on duty you failed to exercise appropriate judgment. Specifically, upon receipt of a Use of Force Report (UOF report) regarding Offense 1701840655, you pointed out your observed deficiencies and errors to Lieutenant Moses and discussed the corrections needed. Although you were within your authority to have the UOF report redone due to these errors, you demonstrated a lack of judgment by not ensuring that the UOF report went back through the chain obtaining the two supervisors' comments before the report was sent back to you for your approval. As a Deputy Chief, you set the benchmark for communication and direction to your district. I expect you to effectively communicate your intentions and expectations to your subordinates and ensure your orders are followed through to completion. You failed to exercise appropriate judgment in handling this matter and your actions did not reflect the philosophy of the Arlington Police Department.

Kevin Kolbye

Signature of Supervisor Serving This Memo

11/22/2017

Date

I acknowledge receipt of this memorandum and understand that pursuant to Personnel Policies Section 111.04.F.2., I may respond to you in writing regarding this reprimand.

Jim Lowery

Employee's Signature

11/22/17

Date

(Employee signs and emails signed original to Internal Affairs. Retain a copy for personal reference.)