

## 2-04/010.15 - Advocacy Unit

The Advocacy Unit is the legal advisor to Department Executives and Management. They oversee legal issues and provide legal advisement to:

- Case Review Committee
- Executive Force Review Committee
- Executive Risk Review Committee
- Equity Oversight Panel
- Improvement Needed Performance Evaluation Process

They oversee legal issues and provide legal advisement for:

- administrative investigations:
    - draft charges;
    - review Letters of Intent; and
    - review Letters of Imposition;
  - post investigation grievances and rights hearings:
    - Skelly;
    - Liberty interest; and
    - draft Settlement Agreements;
  - represent the Department in post disciplinary appeal hearings:
    - Employee Relations Commission:
      - Written reprimand through 5 day suspension; and
      - Bonus removal;
    - Civil Service Commission:
      - 6 day suspension through discharge.
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