



## MEMORANDUM

### Austin Police Department *Region 2 Patrol-Adam*

**TO:** Austin Holmes #6858, Officer  
**FROM:** Nick Wright #3031, Commander  
**DATE:** August 5, 2019  
**SUBJECT:** Oral Reprimand IA Case 2019-0710

This memorandum is in reference to an incident which was reported on July 11, 2019 and your conduct at that time. Specifically I am referring to your involvement which consisted of using a tobacco product while engaged in official police business.

Your actions violated APD Policy 946.2 which states:

(a) Employees shall not use tobacco products (e.g., cigarettes, chewing tobacco, electronic cigarettes) while engaged in official police business with the public or in any City building or City vehicle.

*The purpose of this memorandum is to document this oral reprimand. You are hereby reminded that compliance with the Department's rules and regulations are a condition of your continued employment as a police officer. Failure to comply with this policy in the future may result in more severe disciplinary action against you, up to, and including an indefinite suspension.*

**I hereby acknowledge receipt of the foregoing Written Reprimand:**

Austin Holmes #6858  
Signature of Officer Receiving Reprimand

8-9-19 / 0422  
Date / Time

Nick Wright #3031  
Signature of COC Sergeant

8-9-19 / 0410  
Date / Time

N. K. King #3556  
Signature of COC Lieutenant

8-12-19 @ 2200  
Date / Time

Nick Wright  
Signature of COC Commander

8/13/19 10:00 AM  
Date / Time

cc: Employee  
Employee's Supervisor  
Internal Affairs