

City of Albuquerque • Police Oversight Task Force
Process Guidelines for Determining POTF Recommendations (DRAFT)

Objectives

- Focus POTF deliberations on submitting a final report, with recommendations, by January 31, 2014.
- Allow the Chair, as well as all POTF members, to fully participate in deliberation and decision making.

General Guidelines

- Agendas will emphasize hearing Subcommittee recommendations and then deliberating as a Task Force. There may be utility in allowing Subcommittees to occasionally caucus within meetings.
- To help with making comparisons between recommendations, and finding common ground, Subcommittees will use a common format for presenting recommendations, e.g., the “findings” and “recommendations” format used in the MGT report.
- Also, the Task Force and Subcommittees will employ a common set of categories for all findings and recommendations, possibly framed as the “Key Questions” being answered by the proffered recommendations.
- The Task Force may, at certain times, use the services of an outside facilitator to moderate the discussion.
- The Task Force will meet three times in December and three times in January. This may be amended as the January 31, 2014 deadline approaches.

Facilitator Role

- Work with the Chair, the Management Subcommittee, and Council Services staff to assist with designing meeting agendas.
- Moderate discussions when participation in deliberations by the Chair is deemed necessary.
- Propose questions and process recommendations to assist with deliberations.

Group Decision Making

- The Task Force will strive to reach consensus on recommendations.
- Where consensus cannot be reached, a recommendation will go forward if there is a supermajority of seven members in support of it.
- The Task Force may decide to vote on individual recommendations or to vote on a package of recommendations.
- One or more minority reports may accompany the final POTF report and recommendations.