

**POLICE OVERSIGHT BOARD  
POLICY AND PROCEDURE REVIEW SUBCOMMITTEE**

**Tuesday, November 17, 2015 – 10:00 am  
Plaza Del Sol Building, 600 2<sup>nd</sup> Street NW  
Planning Third Floor Large Conference Room**

**Members Present**

Dr. Susanne Brown (Chair)  
Leonard Waites

**Members Absent**

Beth Mohr

**Others Present**

Edward Harness, Executive Director  
Fabrizio Bertoletti  
Marlo Kiefer

**Minutes**

- I. Welcome and Call to Order:** Chair Susanne Brown called the meeting to order at 10:05 am.
  
- II. Approval of Agenda:** Copies of the agenda were distributed. Subcommittee Member Waites moved to approve the agenda. Chair Brown seconded the motion. Approved.  
For: Waites, Brown.
  
- III. Approval of the Minutes:** Copies of the minutes were distributed. Subcommittee Member Waites moved to approve the minutes as they are written. Chair Brown seconded the motion. Approved.  
For: Waites, Brown.
  - A.** Chair Brown suggests that future minutes include more details, especially in regard to the specific policy changes that are proposed in the meeting.
  - B.** The Subcommittee discussed striking a balance so that the minutes are not overly detailed, but are still in compliance with open records laws and also reflect the main points of decisions that were made or topics that were discussed.
  
- IV. Public Comments:** None.
  
- V. Discussion of Policy 3-65:** Copies of the handout “Policies and Procedures Review Board 3-65” were distributed to the Subcommittee Members. The Subcommittee discussed and proposed the following changes to the policy (in italics):

- A. Under Policy: “Department policy is to maintain a system by which personnel *and community through the CPOA* may contribute their input...”
- B. Item 3-65-1, A: “...upon request *of SOPRC, POB, Chief of Police, monitor, Court of appropriate jurisdiction*”
- C. Item 3-65-2, B: “...Supervisor of the Accreditation/Inspections Unit, Bureau Deputy Chiefs and the APOA representative, *POB representation, Director or liason...*”
- D. Item 3-65-2, E. Add the following:
  - i. #15. A member of POB*
  - ii. #16. CPOA or liaison*
  - iii. #17. ACOA or liaison*
  - iv. #18. CPC members from Area Commands*
- E. Item 3-65-3: “Personnel *or CPOA Member* wishing to...”
- F. Add the following:
  - i. 3-65-4 Process for policy review and comments*
  - ii. 3-65-5 Introduction of proposed policy*
  - iii. 3-65-6 Evaluation of policies* (Chair Brown will rewrite this suggestion and present it at the next meeting.)
- G. Director Harness suggests that we invite the CPCs to a POB meeting and put them on the agenda for policy recommendations.
- H. The Subcommittee discussed the idea of looking at best practices of other cities in regard to evaluation of policy.

**VI. Development of New Policy – Criminality:**

- A. There is a need to define level of criminality by which the POA will do a referral to Internal Affairs.
- B. Investigators need more Use of Force training. Discussed the possibility of agency receiving more training, and getting jackets to identify CPOA investigators when on the scene.

- C. There will be a NACOLE conference in December. Director Harness will get information regarding the conference to give to other members.
- D. An agenda item will be set for the next Subcommittee meeting to work on defining Criminality. Investigators can help with the definition.
- E. Director Harness will put something in writing for next meeting to help keep things clear.

**VII. Other Business.** Executive Director Edward Harness discussed the Data Analyst Position.

- A. Director Harness has reviewed the previous applications and narrowed the list down to nine potential candidates for interviewing.
- B. Director Harness spoke to Prof. Zang at UNM about helping with the data.
- C. Chair Brown volunteered to be part of the interview process.
- D. The Subcommittee discussed the process of bringing recommendations for change, having a specific language with which to talk about issues, and looking at best practices to determine what changes are best for introducing new policy.
- E. Fabrizio Bertolotti extended an invitation to the Subcommittee members and Director Harness to attend the Coalition meetings and APD Forward meetings.

**VIII. Next meeting is scheduled for Tuesday, December 14, 2015 at 10:00 a.m.**

- X. Adjournment.** Subcommittee Member Waites moved to adjourn the meeting. Chair Brown seconded the motion. Meeting adjourned at 11:25 a.m.

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Approved by:  
Dr. Susanne Brown, Chair  
Policy Review Subcommittee

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Date

CC: Julian Moya, City Council Staff  
Natalie Y. Howard, City Clerk  
Rey Garduño, City Council President

