

**POLICE OVERSIGHT BOARD**  
**CASE REVIEW SUBCOMMITTEE**  
**Tuesday, November 7, 2017 at 10:00 a.m.**  
**Plaza del Sol Building, 600 2nd Street NW**  
**Basement Hearing Room #160**

**Members Present**

Leonard Waites, Chair  
Joanne Fine

**Members Absent**

Valerie St. John

**Others Present**

Edward Harness, Exec. Director  
Diane McDermott  
Michelle Contreras

**Meeting Minutes**

**I. Welcome and call to order**

- a) Case Review Subcommittee Chair Waites called to order the regular meeting of the Case Review Subcommittee at 10:09 a.m.

**II. Approval of the Agenda**

- a) Copies of the agenda were distributed.  
b) A motion was made by Subcommittee Member Fine to approve the agenda. Subcommittee Chair Waites seconded the motion. The motion was carried by the following vote:  
**For 2 - Waites, Fine**

**III. Review and Approval of the Minutes from October 3, 2017**

- a) A motion was made by Subcommittee Member Fine to approve the minutes from the October 3, 2017 Case Review Subcommittee meeting. Subcommittee Chair Waites seconded the motion. The motion was carried by the following vote:  
**For 2 - Waites, Fine**

**IV. Public Comments:** There was no public comment.

**V. CPOA Report – *Edward Harness, Executive Director***

- a) **New POB Member Chantal M. Galloway.** Director Harness invited the new POB Member Ms. Chantal M. Galloway to the POB meeting on Thursday, November 9, 2017.  
b) **Daigle Internal Affairs Investigation Training.** There were about 50 attendees, from different agencies at the training, which was held from October 30, 2017 through November 3, 2017.

- c) **Video Download Issue.** The proposed compromise was that the CPOA Investigators and Director Harness have access to and have the ability to view, download and tag the videos for preservation from evidence.com. Prior to completing the position paper that is due on November 7, 2017, Director Harness had hoped that there would be a compromise of the video issue. However, he has not heard from APD Commander McDonald as of this meeting, but will reach out to the Assistant City Attorney Schmeil for follow up.
- d) **Letter to Judge Brack.** The letter to Judge Brack is due on November 7, 2017 that will contain the list of items that the POB would like to discuss.
- e) **Data Analysis Contract.** The contract is in the final approval process. The vendor, UNM, has agreed to begin working on projects for the CPOA. Dr. Miriam Verploegh has attended the POB Policy Subcommittee and has submitted work for the Policy Subcommittee. However, Assistant City Attorney Schmeil has some issues about giving data access to UNM. A meeting is to be set up to discuss the specifics.
- f) **Memorandum of Understanding for Mediation.** The MOU for Mediation is now with Dr. Ginger for his review.
- g) **POB Training.** Discussed the Citizen Police Academy and how APD has failed to provide the required training for new POB members. This can impact future POB work flow.
- h) **Items for Judge Brack.** Member Fine will be emailing Director Harness some items for discussion at the Settlement Agreement on November 16, 2017.
- i) **CPOA Temporary Worker.** The CPOA will bring in a temporary worker to help with the backlog of complaints.

**VI. Review of Cases:** The Subcommittee members agreed with the CPOA's findings of the following Citizen Police Complaints (CPCs) and to add them to the consent agenda for the next POB meeting scheduled on November 9, 2017.

**a) Administratively Closed Cases**

094-17          144-17          150-17          166-17          173-17

1. In CPC 094-17, the salutation is incorrect.
2. A motion was made by Subcommittee Member Fine to accept these five cases in administratively closed cases with the one correction. Subcommittee Chair Waites seconded the motion. The motion was carried by the following vote:

**For 2 - Waites, Fine**

**b) Cases investigated**

090-17          122-17          123-17

1. A motion was made by Subcommittee Member Fine that the committee accept the cases investigated as they are written. Subcommittee Chair Waites seconded the motion. The motion was carried by the following vote:

**For 2 - Waites, Fine**

**c) CIRT Cases.**

1. There were no CIRT Cases to discuss.
2. Members discussed actually having something that shows the number of CIRT cases that have been presented to the POB. Director Harness will locate the numbers that Lt. Garcia had presented at a previous POB Meeting and will also try to get the number of cases from Force Review Board (FRB).
3. The agenda to change CIRT Cases to Serious Use of Force Cases.

**VII. Review of Appeals.** There was one appeal, but it was to investigate an Assistant District Attorney and not APD.

**VIII. Other business.**

- a) The CPOA will try to adopt some of the protocols from the Daigle IA training and discussed that Eric Daigle and his trainings and in his materials provides model policies.
- b) Subcommittee Member Chair initiated a discussion about why BCSO does not have oversight or cameras and mentioned that there needs to be awareness.

**IX. Next Meeting.** The Case Review Subcommittee next meeting will be held on Tuesday, December 5, 2017 at 10:00 a.m.

**X. Adjournment.** A motion was made by Subcommittee Member Fine to adjourn the meeting. Subcommittee Chair Waites seconded the motion. The motion was carried by the following vote:

**For 2 - Waites, Fine**

Meeting adjourned at 10:36 a.m.

APPROVED:

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Leonard Waites, Chair  
Case Review Subcommittee

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Date

CC: Julian Moya, City Council Staff  
Natalie Howard, City Clerk  
Isaac Benton, City Council President

Minutes drafted and submitted by:  
Michelle Contreras, Senior Administrative Assistant

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