

**POLICE OVERSIGHT BOARD  
CASE REVIEW SUBCOMMITTEE  
Monday, February 6, 2017 at 10:00 a.m.  
Plaza del Sol Building, 600 2nd Street NW  
3<sup>rd</sup> Floor, Planning Small Conference Room**

**Members Present**

Leonard Waites, Chair  
Joanne Fine  
Dr. Carlotta Garcia

**Others Present**

Edward Harness, Exec. Director  
Michelle Contreras

**Meeting Minutes**

**I. Welcome and call to order**

Case Review Subcommittee Chair Leonard Waites called to order the regular meeting of the Case Review Subcommittee at 10:05 a.m.

**II. Approval of the Agenda**

Copies of the Agenda were distributed.

- a) A motion was made by Subcommittee Member Fine to approve the agenda. Subcommittee Member Garcia seconded the motion. The motion was not carried for a vote.

**III. Review and Approval of the Minutes from the January 9, 2017 Case Review Subcommittee Meetings.**

- a) A motion was made by Subcommittee Member Fine to approve the minutes from the January 9, 2017 Case Review Subcommittee meeting. Member Garcia seconded the motion. The motion was carried by the following vote:  
For - 3: Fine, Garcia, Waites

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

**V. CPOA Report – *Edward Harness, Executive Director.*** Director Harness gave the following report:

- a) **Update on Officer-Involved Shooting cases.** Director Harness requested an update on Officer Involved Shootings from Natalie Davila at Internal Affairs.
- b) **CIRT cases**
  - 1. Discussed the CIRT case review process and the following:
    - a. Critical Incident review team (CIRT) investigates serious use of force. If the CIRT team determines that there was a policy violation at the end of their investigation, then IA will review the case. CIRT is called to the scene of an OIS.
    - b. Force Investigation Team (FIT) investigates the criminal portion of an UOF. FIT is called to the scene of an OIS.
    - c. **Action item to be added to POB agenda for February 9, 2017:** Status update from APD on CIRT cases. A follow-up letter will be drafted.
    - d. Director Harness will discuss in his report to the POB at the next POB meeting his determination of the CIRT cases.
    - e. Force Review is not open to the public but the policy to allow public input for Force review policy is tabled at OPA.
  - c) Memorandum of Understanding for Mediation is at the Chief's office for his signature.
  - d) CPOA Client-intake form which Amanda Bustos will be doing the intake of all the complaints that come and are being assigned on a tier level at the recommendation of the Monitoring team.
  - e) Discussed the CPOA case load.

**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 February 9, 2017.

a) **Administratively Closed Cases**

012-16      044-16      151-16      187-16

A motion was made by Subcommittee Member Fine to accept all the *administratively closed* cases as written. Subcommittee Chair Garcia seconded the motion. The motion was carried by the following vote:  
For: 3 – Fine, Garcia, Waites

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b) **Cases investigated**

098-16          142-16          174-16

A motion was made by Subcommittee Member Fine to approve *Cases investigated* as written. Subcommittee Member Garcia seconded the motion. The motion was carried by the following vote:

For: 3 – Fine, Garcia, Waites

c) **CIRT Cases**

None.

**VII. Review of Appeals. None**

**VIII. Other business.**

a) Director Harness will place the Snider OIS case onto the POB Agenda for February 9, 2017.

b) **Action item to be added to POB agenda for February 9, 2017:** Add the to the POB agenda for February 9, 2017 to discuss the process to collect data regarding the number of officers who have triggered EIS system in a year.

c) **Action item to be added to POB agenda for February 9, 2017 in item “Other business”:** Member Waites advised the committee that he cannot be re-elected for a third term. Member Garcia may accept the position for Vice-Chair.

**IX. Next Meeting.** To be determined

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

For 3 – Fine, Garcia, Waites

Meeting adjourned at 10:47 a.m.

APPROVED:

\_\_\_\_\_  
Leonard Waites, Chair  
Case Review Subcommittee

\_\_\_\_\_  
Date

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

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