

CIVILIAN POLICE OVERSIGHT BOARD

Thursday, February 8, 2018 – 5:00 PM
Vincent E. Griego Chambers, Basement Level
City/County Government Center – One Civic Plaza NW
Albuquerque, New Mexico

Members Present:

Joanne Fine, Chair
Valerie St. John, Vice-chair
Johnny J. Armijo
Eric Cruz
Chantal M. Galloway
Dr. William Kass
James A. Larson
Chelsea Van Deventer (in late)
Leonard Waites (in late)

Others Present

Edward Harness, CPOA
Michelle Contreras, CPOA
Amanda Bustos, CPOA
Diane McDermott, CPOA
Maria Patterson, CPOA
Anna Ericksen, APD
Deputy Chief Garcia, APD
Lt. Jennifer Garcia, APD
Cdr. John Sullivan, APD
Julian Moya, City Council
Jeremy Schmehl, Asst. City Atty

Meeting Minutes

- I. **Welcome and call to order.** Chair Fine called to order the regular meeting of the Police Oversight Board at 5:00 p.m.
- II. **Pledge of Allegiance.** Member Armijo led the meeting in the Pledge of Allegiance.
- III. **Mission Statement.** Chair Fine read the Police Oversight Board’s mission statement.
- IV. **Approval of the Agenda.**
 - a) A motion was made by Member Armijo to approve the agenda as written. Vice-chair St. John seconded the motion. The motion was carried by the following vote:
For: 7 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John
 - b) Vice-chair St. John later made a motion to amend the agenda to move item VIII. a. to the bottom of item VIII. Member Van Deventer seconded the motion. The motion was carried by the following vote:
For: 7 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John
 - c) The agenda was amended a second time after discussing the logistics of the chair selection. It was decided that election of the new chair (item VIII a.) should fall under item XVI (“Other Business”). See item VIII d.
- V. **Welcome New Board Members.**
 - a) Chair Fine introduced Jim Larson (see attachment “A”).

*****Member Van Deventer arrived at 5:02 p.m.*****

b) Chair Fine introduced Chelsea Van Deventer (see attachment “B”).

VI. Public Comments. None.

VII. Review and Approval of Minutes. For more information about minutes from prior POB meetings, please visit our website here: <http://www.cabq.gov/cpoa/police-oversight-board/pob-agenda-meeting-minutes>

a) Approval of the Minutes from January 11, 2018

1. Copies of the draft minutes from the January 11, 2018 POB meeting were distributed to each member in their packets.
2. A motion was made by Member Kass to approve the minutes as written. Vice-chair St. John seconded the motion. The motion was carried by the following vote:

For: 8 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer

VIII. Discussion

a) Selection of new POB chair. This item was moved to the end of the agenda (to item XVI). See item IV. b. for explanation of agenda change.

b) Chief’s response to POB’s submission of SOP 3-41. See attachment “C.”

1. Director Harness summarized 3-41 as the policy related to handling administrative complaints against APD personnel.
2. Director Harness explained that the POB made recommendations for 3-41 that puts the language and ideas of the ordinance into the standard operating procedure. The chief’s letter outlines a problem: 3-41 is a settlement-related policy and therefore it must be reviewed by the monitor. That means the chief cannot respond in a 45-day period as prescribed by the ordinance.
3. Director Harness explained to Chair Fine that policy recommendation will follow the policy flow outlined in 3-52, meaning it will go to the Policy and Procedure Review Board (PPRB), then to City Legal, and then to the monitor.

*****Member Waites arrived at 5:05 p.m.*****

c) Proposal to create a new POB coordinating committee. See attachment “D.”

1. Chair Fine explained that members of the board have been finding it difficult to communicate with one another and stay informed about other subcommittees’ goings-on. A possible answer to that is an ad hoc committee, essentially a coordinating committee that can meet roughly in between other committees. It would be comprised of the chair and subcommittee chairs.

2. Vice-chair St. John thought it would be a great way to know what is happening in the other subcommittees.
3. Member Armijo expressed that the new committee should meet in the evening (rather than during the day) to accommodate work schedules.
4. **Advantages.** Member Kass noted his interest and suggested that one purpose of the committee could be to help board members become better board members. Member Kass gave a brief history of the POB and ended by underlining the importance of taking advantage of the opportunity to work with the new administration and make a lot of progress.
5. Chair Fine agreed and emphasized the need for the board to be structurally sound and added that the inability for committee chairs to meet is a missed opportunity for connectivity. Chair Fine clarified that the new committee is intended to improve communication; it will not function like an executive board that can make decisions without the rest of the board.
6. **Welcoming Committee.** Member Galloway argued that it would be useful to have a welcoming committee that works opposite (in the calendar year) of the Personnel Subcommittee. Chair Fine clarified that the point of the “Coordinating Committee” would be that it would serve the evolving needs of the board.
7. Member Cruz agreed that the Personnel Subcommittee becoming part of the new committee would be appropriate. Member Cruz asked what potential Open Meetings Act (OMA) complications may arise with the new committee. Chair fine explained that it would be like any other POB subcommittee, all of which actually exceed OMA obligations.
8. Attorney Jackson explained that the subcommittees are not required to follow OMA rules, but recommended that they continue to do so. Mr. Jackson added that the board can create such a subcommittee with just a motion.
9. Member Waites suggested that this is a perfect time to do training because of the new board members. Chair Fine that identifying training needs (outside of those learned in the Citizen’s Police academy) could be part of the Coordinating Committee’s duties.
10. Member Galloway asked how they would avoid quorum issues. Chair Fine answered that the committee would be composed of the four board and subcommittee chairs only.
11. **Subcommittee Member Appointment.** There was a discussion about how committee members are appointed. Member Kass disliked the idea that the chair is responsible for appointing members to subcommittees. Chair Fine corrected Member Kass by explaining that board members volunteer to be part of subcommittees, which Member Waites corroborated.

12. Member Armijo asked if Member Kass was suggesting the subcommittee not be made up of chairs. Member Kass answered in the affirmative and explained that he didn't think the Coordinating Subcommittee should comprise of chairs because the chair of the board has the final decision about who wants to be a subcommittee chair.
13. **Subcommittee Representatives.** Member Larson suggested that instead of having the chairs form the new committee they simply have a representative from each subcommittee, someone who is not necessarily the chair. Chair Fine agreed that that would work well as long as it was the same individuals each time.
14. Attorney Jackson explained the rules for subcommittee member appointment: the chair of the board appoints members to subcommittees subject to approval of the board but has no final say in what subcommittees they are in or who the chairs of those subcommittees should be.
15. **Motion.** Chair Fine made a motion to establish a Coordinating Committee composed of the chair of the board and representatives from the Outreach, Case Review, and Policy and Procedure Subcommittees. Member St. John seconded the motion. The motion was carried by the following vote:
For: 9 - Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites
16. Member Larson asked if there is a description of what to expect in the new subcommittee. Chair Fine and Member Kass suggested that the subcommittee figure that out once the subcommittee is created. Member Larson recommended that once the new subcommittee decides on its goals and purposes it will bring the ideas back to the full board.

d) Selection of New POB Chair.

1. Attorney Jackson explained that there is a potential conflict between the ordinance and the board's policies and procedures, which ideally should match. The ordinance states that an officer shall be elected in March of each calendar year unless there is a vacancy, at which point an officer should be elected to fill the term. The policies and procedures agree but also state that elected officers should serve until the first day of March of the following year or until their successors have been selected.
2. Chair Fine added that it also says the chair shall not serve longer than a year, which she would violate if they waited to hold the election until March.
3. Attorney Jackson suggested Chair Fine vacate her position so that the board could elect an interim chair and then have another election in March.
4. **Agenda Amendment.** Member Cruz suggested they complete the meeting's other business first and then elect a new chair at the end of the meeting. A

motion was made by Member Armijo to amend the agenda to move item “VIII. a. Selection of New POB Chair” to item XVI “Other Business.” Member Cruz seconded the motion. The motion was carried by the following vote:

For: 9 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites

IX. Consent Agenda Cases: The CPOA’s findings in each case listed on the consent agenda are reviewed and approved by the POB. The findings become part of the officer’s file, if applicable. Copies of the full findings letters to the citizens are located at <http://www.cabq.gov/cpoa/findings-letters/civilian-complaints-pob-findings>.

a) Administratively Closed Cases

176-17	190-17	220-17	226-17	227-17
229-17	233-17	235-17	237-17	242-17
243-17	254-17	257-17	258-17	259-17
262-17	004-18			

- a) Member Waites explained that there were several topics the Case Review Subcommittee wished to bring to the board’s attention.
- a. First, in three administratively closed cases there were questions of what evidence there is that supervisors talked to cops. Director Harness asked if they would like to change the letters to outline the supervisor-officer communication in more detail, however it is not useful or warranted to call field supervisors’ integrity into question.
 - b. Second, Member Fine described a pattern the subcommittee noticed in which cases are administratively closed because there is no way to determine whether the incident happened in the way the complainant described or not. Additionally, complainants often do not cooperate with the CPOA staff beyond making the complaint. The subcommittee was concerned about this pattern and the resources it takes up.
 - c. Director Harness announced that the CPOA will no longer be taking 311 calls and driving complaints. The department will now investigate those unless they entail a policy violation.
 - d. Director Harness also reminded the board that the point of taking anonymous complaints is to collect data. The staff members are still duty-bound to investigate those cases to the best of their abilities.
- b) Member Waites motioned to approve the *Administratively Closed* cases as presented. Member Fine seconded the motion and there was no discussion of any cases. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

Abstain: 4 – Members Galloway, Kass, Larson, and Van Deventer will abstain from voting on cases until after the completion of their training.

b) Cases Investigated

197-16 130-17 148-17 149-17 154-17
158-17 163-17 197-17 206-17

1. **197-16.** Member Waites noted that the subcommittee thought the case was incomplete. Director Harness's told the board that he corrected the cover letter to include the paragraph in which the complainant said she was touched inappropriately by an officer and that her property was mishandled.
2. **148-17.** Member Waites explained that the time it took to investigate the cases exceeded 120 days, which was the fault of the CPOA and POB due to a case backlog. Director Harness clarified that the investigation was not commenced in time to view the video of the incident, which expired after 120 days.
3. Member Waites commented on the general trend of complainants making complaints and then refusing to cooperate with the CPOA's investigations.
4. Member Waites made a motion to accept the *Case Investigated* as presented. Vice-chair St. John seconded the motion. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

X. Non-Concurrence Case: 156-17. See attachment "E."

- a) Member Waites made a motion to accept the non-concurrence case.
- b) Chair Fine noted that Director Harness's concern was that the letter was insufficient. Director Harness explained that the letter should have outlined the officer's final discipline as well as point out the complainant's right to appeal.
- c) Chair Fine motioned to proceed with Director Harness's suggestions for case 156-17. Member Cruz seconded the motion. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

XI. Serious Use of Force/Officer Involved Shooting Cases. Summaries of the cases can be found in the minutes from Case Review Subcommittee's February 6, 2018 meeting: <https://www.cabq.gov/cpoa/documents/draft-case-review-minutes-2-6-2018.pdf>.

a) I-172-16 I-23-17

1. Director Harness suggested that because a voting quorum had not yet reviewed the *Garrity* materials, it would be prudent to table I-172-16 and I-23-17 until the following meeting.
2. Chair Fine explained that *Garrity* materials are sworn statements about and the point of viewing them is to ensure that an investigation was sufficiently thorough. Chair Fine detailed the lengthy process the POB underwent in order to fight for and gain access to *Garrity* materials.
3. **Logistical Difficulties.** Chair Fine explained that members must go to APD in order to see *Garrity* materials and wondered if only the members of Case Review should be required to see them. Attorney Jackson explained the potential process

- of having some members review the *Garrity* materials and present them to other members in closed session.
4. Member Kass added that the process is logistically difficult though the actual act of review is easy. Member Kass nevertheless suggested that veteran POB members help train new members to review the materials.
 5. Member Cruz agreed that it is logistically difficult to view the materials because he works during the day so he would have to trust the opinions of those who saw the materials.
 6. Member Galloway agreed that it is unreasonable to expect everyone on the board to review the materials, but because board membership is on a volunteer basis everyone should try to review the materials but the Case Review Subcommittee should be required to do so.
 7. Vice-chair St. John suggested that only the subcommittee should be required to view *Garrity* materials.
 8. Member Waites said he agreed with Member Galloway and added that it would be a shame for the POB to have fought so hard to gain access to *Garrity* materials and then not put in the effort to review them as thoroughly as possible.
 9. Member Armijo made a case for only having the subcommittee view them, especially if those who viewed the materials could report back to the rest of the board, but if that reporting was not possible then he would trust the decisions of members who had seen them.
 10. Member Larson noted that he had just gone to see them but he could understand how this process is difficult. Member Larson asked how many members Director Harness would like to see the *Garrity* materials. Member Larson added that reviewing the materials almost seemed unnecessary for one of the above cases.
 11. Director Harness reiterated how hard-fought-for the board's ability to review the materials was and stated his preference for having everyone on the board review them. That said, if the board wants just the subcommittee to review the materials then that is their prerogative. Director Harness added that the board will review all *Garrity* materials, not pick and choose.
 12. Member Van Deventer thought that at the very least, the members of the Case Review Subcommittee should be expected to see the materials, but it would be more ideal for everyone to see the materials, given how hard they fought for access to them.
 13. Chair Fine noted that the only issue the board members brought up was the difficulty of gaining access to the materials during the day. She asked Deputy Chief Garcia if APD would allow some of the members to view the materials at night or on the weekend.
 14. Deputy Chief Garcia agreed to bring that question to the chief and added that board members can call to schedule a time to review the materials.
 15. Member Waites motioned to table I-172-16 and I-23-17 until March. Vice-Chair St. John seconded the motion. The motion was carried by the following votes:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

- b) **Motion to Adjourn for Dinner.** Member Armijo motioned to adjourn dinner. Member Galloway seconded the motion. The motion was carried by the following vote:

For: 9 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites

---- Dinner break began at 6:12 p.m. and the meeting reconvened at 6:36 p.m. ----

- c) **Motion to Resume.** Member Waites Motioned to resume the meeting. Member Cruz seconded the motion. The motion was carried by the following vote:

For: 9 – Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites

- d) C2016-23 C2016-69 C2017-1 C2017-6 C2017-8

- e) C2016-23.

1. Director Harness summarized the case. The use of force was found to be in policy of APD and the task force. Director Harness agreed with the Force Review Board that the use of force was within policy. Director Harness explained that the Force Review Board voted to only review the use of force and not the full incident because the officer was operating with this task force.
2. Member Kass described discussions in the October CIRT meeting about MOU availability and he wondered if there is a need for policy reform regarding the creation of MOUs with other agencies. Director Harness replied that Member Kass's question is important and added that, in this case, there are disagreements about the settlement agreement that could put APD outside of the settlement agreement.
3. Chair Fine pointed out that, for her, transparency is essential and it is most important for the board to be able to understand whatever MOUs are created.
4. Attorney Jackson noted that SOP 3-22 is related to the creation of memorandums of understanding.
5. **Motion.** Chair Fine suggested that the board come back to this discussion at a later date. Member Waites motioned to accept C2016-23 as presented. Vice-chair St. John seconded the motion. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

- d) C2016-69

1. Director Harness read a summary of the case and recommended that several aspects of the case are appropriate for an internal affairs

investigation. First, the vehicular pursuit was not authorized and, at that point, there was no probable cause for arresting the subject.

2. Additionally, Director Harness was concerned that there was no attempt in the investigation to test whether it was likely that the officer saw what he claimed to see (the driver of the car in front of the officer pointing his gun directly at the officer). For these reasons, Director Harness said, an internal investigation is appropriate for this case.
3. Member Waites asked, to clarify, if the subject had discharged his weapon. Director Harness replied that the subject had not. Chair Fine added that the pursuit in the beginning of the chase was not authorized.
4. Chair Fine motioned to write a letter to chief asking for an internal investigation. Member Cruz seconded the motion. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

e) C2017-1.

1. Director Harness read a summary of the case and noted that he concurred with the finding that the use of force was in policy.
2. Member Armijo asked, with reference to the deployment of a police service dog, what bringing a subject “under control” means. Director Harness explained that “under control” can be defined as in handcuffs and compliant.
3. Member Waites motioned to accept the C2-17-1 as presented. Member Galloway seconded. The motion was carried by the following vote:

For: 6 – Armijo, Cruz, Fine, Galloway, St. John, Waites

f) C2017-6.

1. Director Harness read a summary of the case and said he concurred with the Force Review Board’s finding that the use of force was in policy.
2. Chair Fine motioned to accept the case. Vice-chair St. John seconded. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

g) C2017-8

1. Director Harness read a summary of the case and noted his concurrence with the Force Review Board’s findings that the use of force was within policy.
3. Member Kass asked about the typical timeline for K-9 units to respond. Director Harness explained that the process typically takes hours: once the K-9 unit is called, officers first contain the area, make the searchable area as small and concentric as possible, and then release the canine to apprehend the subject.

4. Member Kass asked where deploying a police service dog is on the scale of use of force. Director Harness explained that it is considered a serious use of force.
5. Member Waites made a motion to accept the case as presented. Vice-chair St. John seconded. The motion was carried by the following vote:

For: 5 – Armijo, Cruz, Fine, St. John, Waites

XII. POB’s Review of *Garrity* Materials.

I-23-17 I-172-16

- a) There were no additional *Garrity* materials to discuss.

XIII. Reports from Subcommittees

- a) **Community Outreach Subcommittee – *Johnny Armijo*** - For more information regarding POB Community Outreach Subcommittee meetings, agendas and minutes, please refer to the website located here:

<http://www.cabq.gov/cpoa/subcommittees/outreach-committee>

Member Armijo gave a report on behalf of the Community Outreach Subcommittee, which last met on January 22, 2018, as follows:

1. **Guests.** Member Armijo recalled that in the last Community Outreach meeting on January 22, 2018, two guests joined their mission statement-focused meeting. The first guest was Member Larson (who was not yet a board member). The second guest was Eric Olivas, chair of the Northwest CPC.
 2. **Mission Statement.** All of the subcommittee members plus Member Larson submitted a draft of a mission statement. These drafts will be submitted to Mrs. Bustos before the next meeting.
 3. **Next Meeting.** The subcommittee will next meet on Tuesday, February 20, 2018 to craft a final draft of the mission statement and discuss the subcommittee’s goals, objectives, and timelines.
 4. **Timeline.** The subcommittee plans to decide all subcommittee dates for 2018 in the February 20, 2018 meeting.
 5. **Meeting with Cdr. Campbell and Lt. Perez.** Chair Armijo personally met with Cdr. Michelle Campbell and Lt. Jennifer Perez on January 25 to go over what the Outreach Subcommittee does and Cdr. Campbell and Lt. Perez are very committed to working with the subcommittee.
- b) **Policy and Procedure Review Subcommittee – *William Kass*** - For more information about the POB Policy and Procedure Subcommittee meetings, agendas and minutes, please refer to the website located here:

<http://www.cabq.gov/cpoa/subcommittees/policy-procedure-review-committee>

Member Kass gave a report on behalf of the Policy and Procedure Review Subcommittee, which last met on January 18, 2018, as follows:

1. **Model.** Member Kass presented a policy development model at the last subcommittee meeting in order to make the point that a policy should, whenever possible, contain measurables that make it possible to determine whether the policy works or not.
 2. **SOP 3-41.** The board's recommendations for SOP 3-41 were submitted to the chief, as Director Harness noted.
 3. **SOPs 3-44 and 3-4.** The subcommittee discussed the desired changes for 3-44 and 3-4, but tabled further discussion of those changes due to changes of policies on APD's end. In general, Member Kass noted, this process works for implementing the ordinance.
 4. **Guests.** Cdr. Michelle Campbell and Jolene Luna from APD, who are rewriting APD's policy on policy, attended the subcommittee meeting. There was a lot of discussion about how APD and the POB can cooperatively conduct business in the future. Member Kass added that Mr. Schmehl can explain better what is happening with 3-52.
 5. **Good News.** Member Kass thought it was good news that APD representatives came to the meeting.
 6. **Ordinance Changes.** Chair Fine asked about the ordinance changes. Member Kass replied that he thought they should wait until Mr. Moya's report.
- c) **Case Review Subcommittee – Leonard Waites.** For more information regarding POB Case Review Subcommittee meetings, agendas and minutes, please refer to the website located here: <http://www.cabq.gov/cpoa/subcommittees/case-review-committee-crc>. Member Waites gave a report on behalf of the Case Review Subcommittee, which met on February 6, 2018, as follows:
1. **Cases.** Member Waites explained that there was nothing else to report in regards to cases. In the last Case Review Subcommittee meeting they reviewed the cases that were voted on tonight.
 2. **Next Meeting.** The Case Review Subcommittee will meet next on Tuesday, February 27, 2018 at 10:00 a.m.
- d) **Personnel Subcommittee – Eric Cruz.** For more information regarding POB Personnel Subcommittee meetings, agendas and minutes, please refer to the website located here: <http://www.cabq.gov/cpoa/police-oversight-board-subcommittee-meetings/personnel-committee>. Member Cruz gave a report on behalf of the Case Review Subcommittee, which last met on December 5, 2017, as follows:

1. **Contract Update.** Member Cruz reported that he finally got in touch with Mary Scott. The POB was not able to give Director Harness a raise because this is not specifically outlined in his contract. In order to give Director Harness a raise in the future, the board will have to amend the contract.
2. Chair Fine asked Director Harness if he was able to meet with Helen Maestas about this. Director Harness said that the information would come from Mary Scott, not Helen Maestas.
3. Chair Fine noted that they certainly need to work on the contract. Chair Fine asked Mr. Moya if he had any thoughts about that. Mr. Moya replied that they should get together and discuss it with the City's financial officer.

XIV. Reports from City Staff

a) **APD** – Lieutenant Jennifer Garcia gave the following report for APD:

1. **Statistical Data.** Lt. Garcia read the Statistical Data for the month of January 2018. A document titled *Police Oversight Board, APD Internal Affairs: Statistical Data for the Month of January 2018* was distributed to the POB members. See attachment "B."
2. **Academy.** Chair Fine noted that the board has some outstanding questions about the Citizens' Police Academy (CPA) and added her thankfulness that it has been compressed into two full weekends. Chair Fine invited Anna Ericksen to talk about the CPA.
 - a. Anna Ericksen introduced herself. Ms. Ericksen explained her decision to schedule the mandatory citizen's police academy for weekends in order to best fit people's schedules.
 - b. Member Kass asked how many participants she is expecting. She replied that she is expecting about 15 people to attend.
 - c. Chair Fine asked what Anna Ericksen needs from the four POB members who will attend the CPA. Anna Ericksen requested that these members contact her and apply to the academy even if they have done so before.
 - d. **Cdr. Sullivan.** Chair Fine offered her congratulations to Commander Sullivan and asked if there was anything he wanted to share. Cdr. Sullivan encouraged POB members to look over the schedule (see attachment "H") and if there is anything not in the schedule that they would like to learn about, they can be notified so that they can come in and learn about it during the regular training.
 - e. Chair Fine asked if other members of the board who have attended past CPAs would be welcome to come back for additional training as well, referring specifically to the use of force training. Cdr. Sullivan replied

that that would absolutely be possible and that someone would let the POB know when the eight-hour use of force training will happen.

f. Director Harness asked why the POB members need to apply. Anna Ericksen replied that they do criminal background checks.

g. A discussion commenced about whether or not board members already had background checks. Cdr. Sullivan stated that he would be fine with waiving the additional background check Mr. Moya explained that all POB members have passed background checks and Attorney Jackson confirmed that this is an ordinance requirement as well.

3. **Use of Force and CASA Change.** Deputy Chief Garcia reported that he will be meeting with Attorney Schmehl, the DOJ, and the US Attorney's office tomorrow to discuss changing some of the language in the CASA as a result of changing the Use of Force policy.
4. **Monitor.** Deputy Chief Garcia explained that the monitor will be in town March 12-16, 2018. Dr. Ginger will meet with Deputy Chief Garcia and his team to answer APD's questions and learn about Dr. Ginger's plan to help with the reset.
5. **Judge Brack.** Deputy Chief Garcia added that there will be an in-court status hearing with Judge Brack in March rather than May because he will be in town.
6. Member Armijo asked if there has been an increase of officers involved with APD's policy committee since Member Armijo last asked about it. Deputy Chief Garcia replied that they are in the process of changing the Office of Policy Analysis (OPA) in order to both make it more available to the public and to get more input from younger field officers.

b) **City Council** – Julian Moya gave the following report for City Council:

1. **New Members.** The City Council took action on appointing Member Larson and Member Van Deventer to the board.
2. **Ordinance Changes.** Mr. Moya met with City Councilor Benton, Member Kass, Member St. John, and Director Harness to discuss the proposed ordinance changes. Councilor Benton has agreed to sponsor the ordinance but suggested they find another sponsor as well. Chris Melendrez sent out an edited draft of the changes to OPA, City Legal, and the CPOA for review and comments. Once the review is completed it can go in front of the whole City Council, hopefully in the February 21, 2018 meeting but if not, certainly the March meeting.
3. Member Kass noted that Director Harness made a great presentation that outlines the ordinance changes.

4. Chair Fine asked if it is a good idea to try to set up meetings with individual councilors to get another sponsor. Mr. Moya replied that he can go around with Member Kass to meet with different councilors.
- c) **City Attorney** – Jeramy Schmehl gave the following report:
1. **Flowchart.** Mr. Schmehl presented a flowchart he created about a new process for policy (see attachment “T”). Mr. Schmehl made it clear that he wanted the process to be as transparent as possible to the public.
 - a. The new OPA will receive drafts of policies, be educated the policy, and determine the what, why and how of each policy. OPA may generate packets to give out to those involved with the policy for education purposes.
 - b. Mr. Schmehl discussed the changes:
 1. Public comment will be allowed all the way up to the Policy and Procedure Review Board (PPRB).
 2. Personnel will have seven days to submit input through PowerDMS.
 3. They got rid of the SOPRC because it was essentially functioning like a rubber stamp.
 4. The third avenue of input will be the POB.
 5. The PPRB will receive an explanation of the policy and then the PPRB will be allowed to vote on it.
 6. CASA-related policies will go the POB for thirty days. On the fifteenth day it will go to the parties and the monitor for comment and review. After that Mr. Schmehl will come up with a resolution draft, which will be presented to the monitor and once it gets a thumbs up it will go to the chief.
 7. Those that are not CASA-related will go to the chief.
 - c. Mr. Schmehl hoped he will have a final copy of the new process soon.
 - d. Chair Fine asked why only CASA-related policies would go to the POB formally. Mr. Schmehl replied that the POB would have access to comment all the way up the chain.
 - e. Mr. Schmehl asked how the board felt about non-settlement agreement policies. Chair Fine replied that although the CASA-related ones are prioritized, the board does not want to be limited to just CASA-related policies, nor do they want to address all of them. Member Kass added that they need to triage and that it would be helpful if the POB could have a list of upcoming policies in order to determine whether they should look at a policy or not.

- f. Chair Fine added that the CASA will not exist forever so the board needs to figure out how to decide which policies are worth looking at.
- g. Mr. Schmehl said he wanted to focus on putting more of this on the website once it is finalized in order to be more accessible to the public.
- h. **Monitor Report.** Mr. Schmehl announced that the usual settlement report will be replaced with two smaller reports aimed at technical support. Dr. Ginger and the monitoring team are coming the week of March 12, 2018. The filing of a report has been suspended for the time being to allow for the two smaller reports.
- i. **Compliance Plan.** Mr. Schmehl announced that the compliance plan will be filed on March 14, 2018. Lining up the reports with the compliance plan will indicate how to proceed with the reform effort.
- j. **3-41.** Mr. Schmehl was under the impression that a letter had gone out stating the POB's recommendations would be included with the parties' recommendations and will go through a process similar to what the flowchart describes.

d) **CPOA** -- Director Harness gave the following report for the CPOA:

1. **Thank You, Michelle.** Director Harness thanked Michelle Contreras for her service as the CPOA's Senior Administrative Assistant.
2. **Thank You, Chair Fine.** Director Harness thanked Chair Fine for her care and leadership over the last year.
3. **Job Well Done Reports and CPOA Complaints.** In the month of December 2017 the CPOA received the following:
 - a. Job Well Done reports: **13**
 - b. New complaints: **37**
4. **Amici Teleconference.** Director Harness reported that earlier in the day there was a teleconference with the Amici and the stakeholders to review the meeting. Director Harness explained that they will be appointed points of compliance related to paragraphs for which they will be responsible.
5. **Monitor Report.** Director Harness noted his support for the City and the monitor's position in the way forward as it is being contemplated. The monitor's report will be in a support capacity designed to provide technical assistance rather than to evaluate.
6. **Public Hearing.** There will be a public hearing with Judge Brack on March 15, 2018 at 1:30 pm. Judge Brack has agreed to continue on with this case and there may be more public hearings instead of the monthly teleconference hearings.
7. **Security Upgrade.** The security upgrade construction in the CPOA office will begin on February 19, 2018.

- 8. Citizen's Police Academy.** Four POB members—Member Kass, Member Galloway, Member Larson, and Member Van Deventer—plus Director Harness will attend the CPA. Director Harness asked if anyone else is interested. Chair Fine noted that she was only interested in the use of force training, which Director Harness noted is scheduled for Sunday, February 25, 2018 with officer Ray Fritz in this CPA
- 9. Member St. John** asked if she could walk in for that part of the training. Director Harness told her he would enquire.
- 10. Ride-alongs.** Director Harness reminded board members to let him know if they have been on a ride-along in the last 60 days.
- 11. CAO Meeting.** Director Harness met with the CAO last week. They discussed access to APD records and reports, the policy process, and cooperation with the department and monitors. They also discussed the Community Policing Councils (CPCs), which the City has pledged to help Mr. Sylvan get back on track.
- 12. Meeting with Monitor.** Director Harness, Chair Fine, Member Kass, and Member St. John met with Mr. Giaquinto. They mainly discussed the discipline matrix and how the board makes recommendations. It was also determined that SOP 3-46 needs to be rewritten. Additionally, the definition of “administratively closed” needs to be broadened.
- 13. CPC Summit.** The CPC Summit at the DOJ was well attended by APD command staff, representatives from all of the CPCs, and POB members. There will be another summit during the monitor's next visit and it will be scheduled for a time when the mayor will be able to attend.
- 14. Mediation MOU.** The mediation MOU has been drafted and will be ready for the March hearings. It is currently in the DOJ's review process as of February 7, 2018.
- 15. Data Analyst MOU.** Attorney Jackson drafted an MOU for the data analyst contract. Mr. Jackson, Director Harness, and Dr. Verploegh met to work out the wrinkles and try to overcome the City's concerns, which relate to the board making a data request for data that does not exist electronically. They will meet again on February 13, 2018 to discuss it with the City.

XV. Other Business.

- a) May POB Meeting.** Chair Fine reminded the board that the May POB meeting was rescheduled to Wednesday, May 16, 2018. (See attachment “K.”)
- b) Resignation.** Joanne Fine resigned her place as chair of the Police Oversight Board.

c) **Chairperson Election.** Vice-Chair St. John nominated Leonard Waites to be the next chairperson of the POB. Member Armijo seconded the nomination. There were no other nominations. The motion to elect Leonard Waites as the next chair of the board was carried with the following vote:

For: 9 –Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites

d) Mr. Jackson reminded the board that, per the ordinance, the board will have to hold another election for chair in March.

e) **Vice-Chair.** Member Waites nominated Valerie St. John to be the vice-chair. Mr. Jackson informed the board that Vice-chair St. John cannot succeed herself in that position. However, Vice-Chair St. John does need to step down so she can remain vice-chair.

XVI. Adjournment – A motion was made by Member Fine to adjourn the meeting. Member Armijo seconded the motion. The motion was carried by the following vote:

For: 9 –Armijo, Cruz, Fine, Galloway, Kass, Larson, St. John, Van Deventer, Waites

The meeting adjourned at 8:17 p.m.

Next Regularly scheduled POB meeting will be on March 8, 2018 at 5:00 p.m. in the Vincent E. Griego Chambers.

APPROVED:

Leonard Waites, Chair
Civilian Police Oversight Agency

Date

CC: Julian Moya, City Council Staff
Trina Gurule, Interim City Clerk
Isaac Benton, City Council President (via email)

Minutes drafted and submitted by:
Maria Patterson, Administrative Assistant

Attachments

DRAFT

OC-18-5

**CITY OF ALBUQUERQUE
CITY COUNCIL**

INTEROFFICE MEMORANDUM

TO: City Councilors
FROM: Jon K. Zaman, Director of Council Services
SUBJECT: Staff Recommendation to Appoint Mr. James A. Larson to the Police Oversight Board
DATE: January 12, 2018

Pursuant to the provisions of §9-4-1-5 of the Police Oversight Ordinance, City Council staff recommends the appointment of Mr. James A. Larson to the Police Oversight Board.

APPOINTEE NAME	TERM
James A. Larson	February 2, 2020

Albuquerque, New Mexico 87111

Mr. James A. Larson is retired from Sandia National Labs and has Bachelors and Masters Degrees of Business Administration from UNM. Mr. Larson's interest in serving on the Board comes from his prior experience in law enforcement and management positions. Mr. Larson is active in other area of civilian oversight by participating in Northeast Area Command Community Policing Council Meetings and POB subcommittee meetings. If appointed, Mr. James A. Larson would replace Dr. David Z. Ring III, whom resigned. Mr. Larson would complete the current term, which would expire on February 2, 2020.

Current Board Membership:

Name	Term
------	------

Attachment "A"

OC-18-4

**CITY OF ALBUQUERQUE
CITY COUNCIL**

INTEROFFICE MEMORANDUM

TO: City Councilors
FROM: Jon K. Zaman, Director of Council Services
SUBJECT: Staff Recommendation to Appoint Ms. Chelsea Van Deventer to the Police Oversight Board
DATE: January 12, 2018

Pursuant to the provisions of §9-4-1-5 of the Police Oversight Ordinance, City Council staff recommends the appointment of Ms. Chelsea Van Deventer to the Police Oversight Board.

APPOINTEE NAME	TERM
Chelsea Van Deventer	February 2, 2021

Albuquerque, New Mexico

Ms. Chelsea Van Deventer was formerly a trial attorney at the Public Defenders Office. Ms. Van Deventer has a Bachelors and Law degree from UNM. Ms. Van Deventer's interest in serving on the Board comes from the meaningful discussion on law enforcement and communities that is happening nationally and locally, and recognizes the POB is the perfect opportunity to problem solve and move forward. Ms. Van Deventer finds the Board's work crucial and is interested in helping the Board execute its oversight and policy analysis functions. If appointed, Ms. Chelsea Van Deventer would replace Dr. Susanne Brown, whose term has expired and declined reappointment. Ms. Van Deventer would serve her first full term, which would expire on February 2, 2021.

CITY OF ALBUQUERQUE

Albuquerque Police Department



Michael J. Geier, Chief of Police
January 22, 2018

Police Oversight Board
C/O Civilian Police Oversight Agency
P.O. Box 1294
Albuquerque, NM 87103

Re: SOP 3-41 Complaints Involving Department Policy or Personnel

Dear Chair Fine and Members of the Police Oversight Board:

Thank you for taking the time to provide me the Board's recommended changes to SOP 3-41 (Complaints Involving Department Policy or Personnel).

This standard operating procedure is one which is subject to the review and approval process established in the Court Approved Settlement Agreement (CASA). This means that after this policy is voted on by the Policy and Procedures Review Board (PPRB) it will be sent to the parties and monitor for comment and then the City Attorney's office for the preparation of a resolution draft for the monitor's approval. The timeframe involved in this review and approval process is more than thirty calendar days as required by the CASA. (*see* paragraphs 147-148).

400 Roma NW

Albuquerque

New Mexico 87102

www.cabq.gov

This policy has yet to be voted on by the PPRB which means that the thirty day timeframe for a policy to reach me will be even longer. Given the fact that this policy is still subject to revision at PPRB and the policy review and approval process between the monitor and parties I do not have a final policy to be able to say that your recommendations should be included or not. I may be able to do this within forty five days, as required under the ordinance, but I wanted to make sure that I provided you a prompt response spelling out to you and the Board that there may be a delay in me getting back to you on your proposed recommendations to this policy.

This policy is critical to the effectiveness and oversight of all department employees and I value your input as being the voice of the community. Thank you for taking the time to offer a critical review of this vital process.

Please contact me if any further clarification is needed.

Sincerely,

A handwritten signature in cursive script that reads "Michael J. Geier".

MICHAEL J. GEIER
Chief of Police

MJG/jbg

Albuquerque - Making History 1706-2006

Attachment "C"

Contreras, Michelle

From: Kass, William J.
Sent: Sunday, February 04, 2018 7:01 PM
To: Harness, Edward
Cc: Contreras, Michelle; Bustos, Amanda
Subject: Agenda item for Feb 8 POB meeting

I have discussed with Chair Fine adding the following item to the Feb 8 agenda. She has asked me to submit this item directly to you.

There is a brief recommendation of the committee purpose and functions. Feel free to use the following information as you see fit to include in the agenda or send to POB members as supporting material.

Proposal to create a new POB executive sub-committee

As the City of Albuquerque satisfies the CASA requirements and transitions from court monitoring, the CPOA should be prepared to represent the community in a larger independent oversight role. This suggests that the POB develop robust processes to carry out our city ordinance defined responsibilities. The CPOA establishment ordinance allows the POB to create such committees as necessary to carry out its duties.

It is proposed that an executive sub-committee be created that would have responsibility make long-range plans and develop processes to assure that the CPOA/POB fully meet their obligations under the City of Albuquerque Ordinance O-2014-019 et seq.

Proposed duties:

With the assistance of the CPOA director and staff, the committee would have responsibility to:

- develop operating policies and procedures for the POB subject to full POB approval;
- monitor long term trends and analyses to create POB policy recommendations consistent with the ordinance requirement for the POB to spend at least half its time on policy recommendations;
- assist the POB chair to create and track POB agenda items and actions;
- facilitate and coordinate the work of the Complaint Review sub-committee, the Policy and Procedures sub-committee and the Outreach sub-committee; and
- develop training and mentoring programs for POB members to assist in performing their duties as board members.

The committee would further refine and adapt their duties as needed and subject to full POB approval.

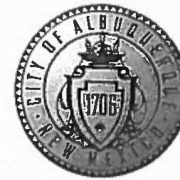
Dr. William J. Kass
Police Oversight Board, Volunteer Member
Civilian Police Oversight Agency
City of Albuquerque

CITY OF ALBUQUERQUE

Albuquerque Police Department



Michael J. Geier, Chief of Police



January 25, 2018

Police Oversight Board
C/O Civilian Police Oversight Agency
P.O. Box 1294
Albuquerque, NM 87103

01-25-18 12:44 PM

Re: CPC 156-17

Dear Chair Fine and Members of the Police Oversight Board:

Thank you for providing your review and recommendations in reference to Civilian Complaint CPC 156-17. Generally, I am in full agreement with the recommendations of the Civilian Police Oversight Agency and the Police Oversight Board. However, after careful consideration of the available facts, I am not able to agree with the recommendation for discipline.

400 Roma NW

Albuquerque

New Mexico 87102

www.cabq.gov

After reviewing the case file and included evidence to include reports, video, CPOA investigation and statements, it is clear that Officer [redacted] did violate SOP 2-73-2B2 when investigating the call for service. Officer [redacted] became sidetracked as a result of a family emergency that occurred during the shift and did not tag the complainant's purse into evidence. He instead secured it in the trunk of his marked unit until he was able to make arrangements to return it to the complainant's mother. Officer [redacted] does not have any history of misconduct in his disciplinary file.

In this particular case, I do not concur with the recommendation of a written reprimand in the sustained violation of Albuquerque Police Department Standard Operating Procedure. I believe a documented counseling is more applicable in this case due to the reasons mentioned.

Please contact me if any further clarification is needed.

Sincerely,

ROGER U. BANEZ
Deputy Chief of Police

RUB/jbg

Albuquerque - Making History 1706-2006

Attachment "E"

CITY OF ALBUQUERQUE

Albuquerque Police Department



Michael J. Geier, Chief of Police



January 22, 2018

Edward W. Harness, Esq., Executive Director
Civilian Police Oversight Agency
600 2nd NW
Room 813
Albuquerque, NM 87102
505-924-3770

02-01-18P04:22 RCVD

RE: CPC 153-17 Civilian
Employee:

Dear Mr. Harness:

400 Roma NW

Thank you for providing your review and recommendations in reference to Civilian Complaint CPC 153-17. After careful consideration of the available facts, I find these allegations are appropriate for the finding of Administratively Closed.

Albuquerque

New Mexico 87102

www.cabq.gov

In this particular case, I do not concur with the recommendation of reinvestigating this case through the Albuquerque Police Department's Internal Affairs Section. As stated in your letter, the case was criminally investigated by the Albuquerque Police Department and referred to the Bernalillo County District Attorney's Office for possible prosecution. In addition Robert Caswell Investigations (RCI) completed an administrative investigation into the allegations of harassment and misconduct which are duplicate of the allegations made to the Civilian Police Oversight Agency. Chief Gordon E. Eden, Jr. held a pre-determination hearing on October 31, 2017 and after this meeting sustained violations of Albuquerque Police Department Standard Operating Procedures, and City of Albuquerque Rules and Regulations and Administrative Instructions. Being that the employee has already received discipline based on the sustained findings which are documented in the employee's disciplinary file, it is not appropriate to reinvestigate the allegations. The employee has already been disciplined on the below listed violations and further discipline would be duplicative and inappropriate therefore CPC 153-17 will be Administratively Closed.

300. CONDITIONS OF EMPLOYMENT (IN PART)

As a condition of employment, employees are required to comply with the provisions of the City of Albuquerque Merit System Ordinance, Labor-Management Relations Ordinance, Conflict of Interest Ordinance, Personnel Rules and Regulations,

Albuquerque - Making History 1706-2006

Attachment "F"

Executive Orders and Administrative Instructions and all relevant laws, statutes, ordinances, regulations and collective

301.3 STANDARDS OF CONDUCT

Employees shall in all instances maintain their conduct at the highest personal and professional standards in order to promote public confidence and trust in the City and public institutions and in a manner that merits the respect and cooperation of co-workers and the community.

301.5 VIOLENCE IN THE WORKPLACE

Workplace violence by employees is prohibited. Violent behavior directed toward a City employee by a member of the general public shall not be tolerated.

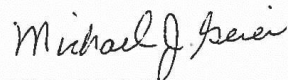
APD SOP 1-5-3 (IN PART)

Harassment of any kind by Department personnel will not be tolerated.

7-18 ADMINISTRATIVE INSTRUCTION

The city of Albuquerque is committed to providing a work environment free from all forms of harassment. Harassment is verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his/her race, color, religion, gender, national origin ancestry, age, disability, medical condition, or sexual orientation; and that has the purpose or effect of creating an Intimidating, hostile, or offensive work environment; and has the purpose or effect of unreasonable interfering with an individual's work performance; or otherwise adversely affects an individual's employment opportunities or ability to obtain public services.

Sincerely,



Michael J. Geier
Chief of Police

MJG:jbg

POLICE OVERSIGHT BOARD
INTERNAL AFFAIRS
STATISTICAL DATA FOR THE MONTH OF JANUARY 2018

APD 911 Communications Center
Dispatched calls for Service for JANUARY 2018: 44,778 (increase from DECEMBER (1,246))

INTERNAL CASES FOR THE MONTH OF JANUARY 2018

I's

Total Internal Cases Completed the Month of JANUARY: 6
Comprised of:

- 5-Internal Affairs Investigations
- 1-Area Command Investigated case

Internal Cases Administratively Closed: 0

Internal Cases Mediated: 0

Discipline imposed for Internal Cases/ JANUARY 2018:

1: Training- Conduct

2: Verbal Reprimand- Outside Employment

3:Letter of Reprimand –Compute Use, Handcuffing of prisoners, searching prisoners

1: Suspension (164 hours) – Conduct, Submission of evidence, supervisory leadership

1: Termination/Resignation- Conduct, department issued property, tagged items, use of APD vehicle

EIRS FOR JANUARY 2018: 166 alerts distributed

Pending IA Cases for the Month of JANUARY 2018: 22

IA/IAC Cases opened in the month of JANUARY 2018: 7

Attachment "G"

Mandatory CPA Training for CPOA, CPOB, and CPC

Saturday 2/24/2018 0800-1700

- 0800-0830** Welcome and Introductions
Coordinator Anna Ericksen, Commander John Sullivan, Chief Michael Geier
Overview of Course/Objectives
- 0830-0930** Recruiting: Officer Russell Alberti
- 0930-0940** Break
- 0940-1200** Basic Training: Officer Donna Richter
FTO Program: Sergeant Amanda Tapia
Field Services: Sergeant Amanda Tapia/Officer Donna Richter
Ride Along Sign- ups: Lonetta Gallegos
- 1200-1300** Lunch
- 1300-1400** Community Policing: Sergeant Amanda Tapia
- 1400-1700** Active Listening/De-Escalation Techniques: Detective Lawrence Saavedra
*Breaks as needed

Sunday 2/25/2018 0800-1700

- 0800-1200** Use of Force: Officer Ray Fritts
- 1200-1300** Lunch
- 1300-1700** Use of Force: Officer Ray Fritts
*Breaks as needed

Attachment “H”

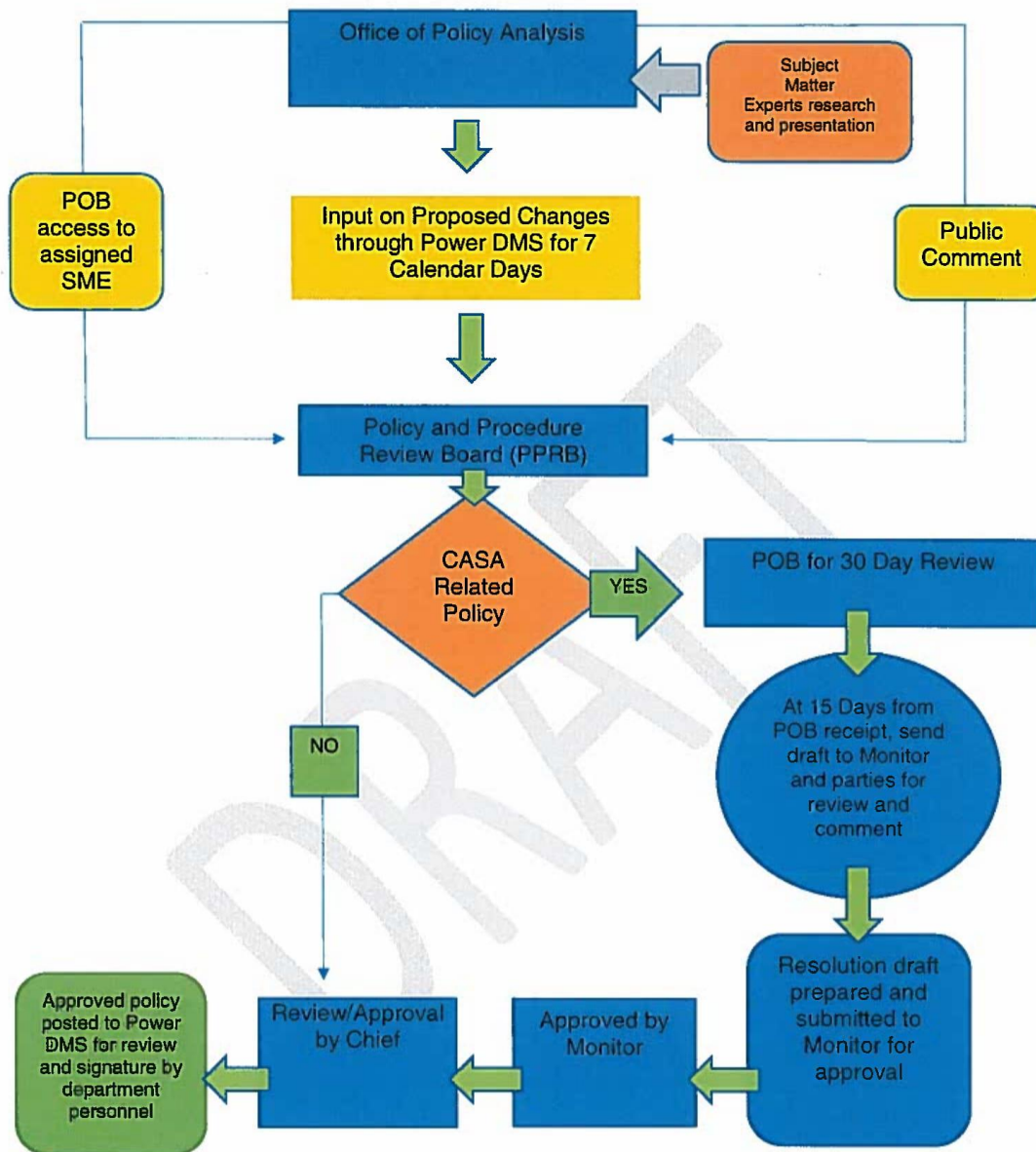
Saturday 3/3/2018 0800-1700

0800-0830 RTCC Tour at APD Main: TJ Wilham
0830-0930 Body Cameras: Officer Chris Whigham
1000-1200 Communications Tour at APD Communications Center
1200-1300 Lunch
1300-1530 Firearms Instruction at APD Range: Officer Dave Bartram
1600-1700 TBD

Sunday 3/4/2018 0800-1700 *All classes will be held at the RBT Center

0800-0930 Less Lethal Options: Officer David Griffin
0930-1200 Reality Based Training at RBT Center: Officer Ray DeFrates
1200-1300 Lunch
1300-1500 Reality Based Training at RBT Center: Officer Ray DeFrates
1500-1630 Internal Affairs: Sgt. Phillip Block
1630-1700 Presentation of Certificates of Completion

Attachment "H"



As of 2-1-18

Attachment "I"

**Civilian Police Oversight Agency
Police Oversight Board
POB Training/Task Checklist**

Title of Required Training	Due Date	Date Completed
<p>§2 §9-4-1-5 (F) Orientation and Training Program Upon appointment or reappointment POB members shall complete an orientation and training program consisting of the following:</p>		
<p>(F)(1) Required Orientation :</p> <p>(a) Be trained by the CPOA Staff or CPOA Legal counsel on CPOA and APD rules, policies, and procedures</p> <p>(b) Attend at least one POB meeting as an observer (except initial appointees)</p>	<p>Prior to participation in any meeting of the POB</p>	<p>(a) _____</p> <p>(b) _____</p>
<p>§2 §9-4-1-5 (F)(2) Required Training</p> <p>Each POB member shall complete a training program within the first six months of the member's appointment that consists, at a minimum, of the following:</p>		
<p>(a) Citizen's Police Academy. Completion of those portions of the APD Civilian Police Academy that APD determines are necessary for the POB to have a sound understanding of the Department, its policies, and the work officers perform—for the purposes of this training requirement, APD shall identify those portions of the standard APD Civilian Police Academy Program that are optional for POB members and shall make other aspects of the program available for POB members to complete independently</p> <p>Notes: -New POB Members who have not completed this requirement can contact Acting Commander James Collins at jcollins@cabq.gov</p> <p>-Upon completion of the Citizen's Police Academy, new POB Members can vote on cases.</p>	<p>Within the first six months of appointment</p>	

Title of Required Training	Due Date	Date Completed
(b) Civil Rights Training to include the Fourth Amendment right to be free from unreasonable searches and seizures, including unreasonable use of force	Within the first six months of appointment	
(c) At least two (2) APD Ride-alongs	Within the first six months of appointment	
(d) Annual Firearms simulation training	Within the first six months of appointment	
(e) Internal Affairs training	Within the first six months of appointment	
(f) Training provided to APD Officers on use of force, including a review and familiarization with all APD policies relating to use of force, and including policies related to APD's internal review of force incidents.	Within the first six months of appointment	
(g) Equity and Cultural Sensitivity training	Within the first six months of appointment	
(h) Training on the 2014 DOJ Settlement Agreement with the City of Albuquerque (or any subsequent agreements), and Findings Letter of April 10, 2014 (or any subsequent findings letters)	Within the first six months of appointment	
(i) Training on the Police Oversight Ordinance	Within the first six months of appointment	
(j) Training on state and local laws regarding public meetings and the conduct of public officials	Within the first six months of appointment	
(k) A briefing that identifies and explains the curriculum of all training received or to be received by APD Officers, including any outside training not provided by the City	Within the first six months of appointment	

Title of Required Training	Due Date	Date Completed
<p align="center">§2 §9-4-1-5 (F)(3) Required On-Going Training</p> <p align="center">POB members shall be provided with eight hours of annual training on any changes in law, policy, or training in the areas outlined under subsection 2 above, as well as developments in the implementation of the 2014 DOJ Settlement Agreement (or any subsequent agreements) until such time as the terms of the agreement are satisfied. POB members shall also participate in at least two police ride-alongs for every six-months of service on the POB.</p>		
<p>1. Annual training on any changes in law, policy, or training in the areas outlined under subsection 2 above, as well as developments in the implementation of the 2014 DOJ Settlement Agreement (or any subsequent agreements) until such time as the terms of the agreement are satisfied.</p>	<p align="center">Annually</p>	
<p>2. Two Ride-alongs</p>	<p align="center">Every six months while a member of the POB</p>	
<p align="center">§2 §9-4-1-5 (F) (4) Recommended Training:</p> <p align="center">POB members are encouraged to attend conferences and workshops relating to police oversight, such as the annual NACOLE conference at City expense depending on budget availability.</p>		
<p>1. National Association for Civilian Oversight of Law Enforcement (NACOLE)</p>	<p align="center">Annually</p>	
<p>2.</p>		
<p>3.</p>		
<p>4.</p>		

Notes: _____

Additional Information:

Task	Date completed/Notes
<p><u>City of Albuquerque POB CABQ Email (First Priority):</u> (New members): The CPOA will request your email address and password from City IT and will email your username and password to you at a private email, such as yahoo or Gmail.</p> <p>After you have received a POB CABQ username/password and to access your email online, please visit this link: http://webmail.cabq.gov</p> <p>For password resets or other issues with webmail email, please contact City IT at (505) 768-2930. Before you call IT, please have your temporary id ready, which is the X number that will be issued to you.</p> <p>*Note: A POB CABQ email must first be issued before proceeding with the tasks below.</p>	
<p><u>SharePoint (Access to CPOA Findings letters) (Second Priority):</u></p> <p>(New members): The CPOA will notify IT for access (This request to be concurrent with the POB CABQ email request).</p> <p>Use your POB CABQ username/password to access the CPOA findings letters on SharePoint. Please visit this link: https://partner.cabq.gov/cpoa</p> <p>For Password resets or troubleshooting for SharePoint, please contact Mario Lucero at mvlucero@cabq.gov Ph.(505) 768-3412</p>	
<p><u>PowerDMS:</u></p> <p>(New members): The CPOA will notify APD for access. Next, please contact Adam Paul Garcia at (505) 768-4846 adgarcia@cabq.gov to get username/password and/or training about PowerDMS.</p> <p>To access PowerDMS, please visit this link: https://powerdms.com/ui/login.aspx?siteid=COA</p>	

Task	Date completed/Notes
<p><u>Evidence.com:</u> (New members): Please contact Det. Christopher Whigham for username/password and training.</p> <p>Det. Chris Whigham #5277 Camera Program Officer Operations Review Albuquerque Police Department Cell# (505) 377-6863 cwhigham@cabq.gov</p>	
<p><u>Safelink (CIRT Cases):</u> A weblink for CIRT cases on Safelink will be emailed to you at your POB CABQ email.</p>	
<p><u>Viewing of Garrity Materials:</u> After <i>Garrity</i> has been approved by the POB, members can contact APD Internal Affairs at (505) 768-2880 to schedule a time view the <i>Garrity</i> materials.</p> <p>For More information about <i>Garrity</i>, see POB Ordinance §1 §9-4-1-4(C)(3)(d)</p>	

Vincent E. Griego Council Chamber Calendar for May 2018

← → May, 2018 Expand All Collapse All 1 Day 7 Week 31 Month						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2 8:00 AM County Planning Commission	3 11:30 AM Mindfulness Based Stress Reduction#2 3:30 PM City Council Committee of the Whole	4	5
6	7 4:00 PM City Council Meeting	8 1:00 PM BCC Zoning Meeting 4:30 PM BCC Board of Finance Meeting 5:00 PM BCC Admin. Meeting	9 8:00 AM Zoning Administrator 4:00 PM Air Quality Control Board Meeting	10 11:30 AM Mindfulness Based Stress Reduction#2 3:30 PM City Council Committee of the Whole	11	12
13	14	15	16 9:00 AM Cash Handling Training 4:00 PM Police Oversight Board Meeting	17 11:30 AM Mindfulness Based Stress Reduction#2 3:30 PM City Council Committee of the Whole	18	19
20	21 4:00 PM City Council Meeting	22 3:00 PM BCC Admin. Meeting	23 8:00 AM Defensive Safety Training/C.O.P. class 4:00 PM Water Authority Board Meeting	24 11:30 AM Mindfulness Based Stress Reduction#2 3:00 PM ABCGC	25	26
27	28	29 4:00 PM City Council Meeting (tentative)	30	31 11:30 AM Mindfulness Based Stress Reduction#2	1	2

Attachment “K”