



POLICE OVERSIGHT BOARD COMMUNITY OUTREACH SUBCOMMITTEE

Tuesday, March 27, 2018 – 5:30 p.m.
Plaza del Sol Building, 600 2nd Street NW
3rd Floor Small Conference Room

Members Present

Chantal Galloway
Valerie St. John
Joanne Fine

Others Present

Edward Harness, Exec. Director
Amanda Bustos
Maria Patterson
Chris Sylvan
James A. Larson

MINUTES

- I. Welcome and Call to Order:** With Subcommittee Chair Armijo gone, Member Galloway called the meeting to order at 5:29 p.m.
- II. Outreach Mission Statement:** Member Galloway read the mission statement: *“Outreach will promote the mission of the POB and be the bridge for communication with the community.”*
- III. Approval of the Agenda:** There was no approval of the agenda.
- IV. Approval of the Minutes from February 20, 2018:**
- A. Mr. Larson pointed out that he is not a member. The place in the minutes that identified Mr. Larson a member was corrected.
- B. A motion was made by Subcommittee Member Galloway to approve the amended February 20, 2018 minutes. Subcommittee Member St. John seconded the motion. The motion was carried by the following vote:
For: 3 – Fine, Galloway, St. John
- V. Public Comments:**
- A. Community Policing Council Manager Chris Sylvan stated that he was attending the meeting to promote further interaction between the Outreach Subcommittee and the CPCs. Member Galloway added that it would be great if they could invite more CPC members to Outreach meetings.
- VI. Refine Goals/Objectives/Timelines:**
- A. **Talking and Listening.** Member Fine emphasized that listening is more important than talking and disliked the idea of a long PSA. Ms. Bustos

Minutes

Civilian Police Oversight Agency
Police Oversight Board, Community Outreach Subcommittee
Tuesday, February 20, 2018

explained community members regularly ask for an introduction, which is why CPOA staff has created a 3-minute PSA for GovTV.

- B. Stakeholders.** Ms. Bustos distributed a list of community stakeholders (see Attachment A).
1. Member Fine suggested they divvy up the list of stakeholders and volunteer to reach out to those organizations.
 - i. Ms. Bustos will contact Equality New Mexico, Strong Families New Mexico
 - ii. Member St. John will contact the Hispano Chamber and Cesar Chavez Coalition
 - iii. Member Fine will contact Albuquerque Health Care for the Homeless, ACLU New Mexico, El Centro de Igualdad y Derechos, Chamber of Commerce, and Albuquerque Economic Development
 - iv. Member Galloway will contact NM Conference of Churches
 - v. Director Harness will contact the Dr. Martin Luther King, Jr. Multicultural Council
 2. Member Galloway noted the importance of explaining that they are separate from the police. Member Fine suggested explaining that they are funded by the city but serve the community.
 3. In conversations with stakeholders, members will introduce the POB/CPOA, have a conversation about how the POB might interact further with the stakeholder group, and ask if there are opportunities for events.
- C. Opening Statement.** The subcommittee agreed that they need a statement that explains what the POB and CPOA are, what they do, and their structure. Ms. Bustos agreed to write up a skeleton of the paragraph by April 11, 2018.
- D. Homework.** Director Harness reminded the subcommittee that in their last meeting they gave themselves the homework of finding events Outreach may like to attend. The subcommittee members resolved to each find at least two potential events by the next Outreach meeting.
- E. Minutes.** Mr. Larson explained how the Policy and Procedure Subcommittee has streamlined their meeting procedures and minutes and suggested Outreach follow suit. Member Fine agreed.
- F. Public Safety and Consumer Protection Fair.** Chris Sylvan mentioned that he has been invited to table at the Public Safety and Consumer Protection Fair on April 3, 2018 and suggested Outreach also attend. The subcommittee agreed to try to attend. Director Harness volunteered to order the banner.
- G. Website.** Member Fine noted her desire to make the website easier to navigate and make the CPOA's relationship to the City of Albuquerque less obvious.

Member Fine volunteered to research other sites, take snapshots of more functional websites, and report back to the subcommittee at the next Outreach meeting.

- H. **Media.** Member Galloway noted her interest in getting members of the POB and CPOA staff in front of a camera on GovTV and perhaps more visible programs like Good Morning Albuquerque. Member Galloway will do some research and report back at the next meeting.
- I. **Event Hosting.**
 - 1. Member Fine expressed her concern that if they hosted an event, people might not attend.
 - 2. Ms. Bustos explained that the CPOA once hosted a NACOLE (National Association for Civilian Oversight of Law Enforcement), event formatted as a community forum with talking circles. Member Fine agreed Outreach might like to host something like that at a later date.
 - 3. The subcommittee decided to revisit the idea of hosting an event after attending other events.

VII. Feedback on Brochure Format and Content – Amanda Bustos, CPOA

- A. Ms. Bustos distributed the new drafts of the brochures to the subcommittee members. She explained the new brochures have business reply mail attachments so that people can easily fill them out and then send them to the CPOA for follow-up without having to pay.
- B. Ms. Bustos noted that there will be a separate brochure for mediation.
- C. The subcommittee members agreed to provide feedback on the brochures by April 11, 2018.

VIII. Other Business

- A. **Chair Election.** Member Fine nominated Member Galloway to become chair of Community Outreach Subcommittee. Member St. John seconded the nomination. The motion to elect Chantal Galloway as chair of the subcommittee was carried by the following vote:
For: 3 – Fine, Galloway, St. John
- B. **Semi-Annual Report.** Mr. Larson suggested the Community Outreach Subcommittee consider taking over the semi-annual report. Chair Galloway thought it would be better for the coordinating committee to take that on.
- C. **Statistics.** Member Larson noted that it would be nice to have statistics when talking to community members. Director Harness explained they are waiting on Mr. Schmehl to finalize aspects of the data contract.

IX. Confirm Next Meeting. The next Community Outreach Subcommittee meeting will be held on Tuesday, April 24, 2018 at 2:00 p.m.

X. Adjournment. A motion was made by Member Fine to adjourn the meeting. Member St. John seconded the motion. The motion was carried by the following vote:

For: 3 - Fine, Galloway, St. John

The meeting was adjourned at 7:06 p.m.

APPROVED:


Chantal Galloway, Chair

4/27/2018
Date

CC: Julian Moya, City Council Staff
Trina Gurule, Interim City Clerk
Ken Sanchez, City Council President

Minutes drafted and submitted by:
Maria Patterson, Administrative Assistant