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***Foothills Area Command (FAC) Community Policing Council***

**Minutes of the Meeting**

**Monday January 5, 201: 6:00pm – 7:50pm**

**Holiday Park Community Center**

**11710 Comanche Road NE Albuquerque, NM 87111**

1. Call to order—
Facilitator Philip Crump called the meeting to order at 6:02 pm on Monday 5 January 2015

Members present: FAC representatives present:
 Dianne Layden Sgt Adam Anaya
 Douglas Brosveen Officer Colby Phillips
 Thomas Murdock
 Jesus Casillas
 Ryan Trujillo
 Carolyn Wilson
 Joseph Abbin
 Jeff Mahn

A citizen representative of Embudo Canyon Neighborhood Association was also in attendance

2. Agenda—
The agenda was approved unanimously.

3. Review/approval of Minutes from Dec 1st meeting—
Members had not previously reviewed the draft minutes. Approval of these minutes will be accomplished at the February 2nd meeting.

4. Presentation by Alan Armijo, Constituent Services Director, Mayor’s Office—
H noted that the CPC is established to convey ideas and concerns, with the goal of improving the relationships of citizens and APD; APD needs the eyes and ears of citizens to report on such things as poor behavior of officers as well as neighborhood issues.

The CPC is about communication, not about reviewing and making changes in APD policies. At the same time, recommendations or requests for information coming from the Council as a whole are appropriate.

Officers present at CPC meetings are to respond to questions or, if unable to answer specific questions, see that they are passed up the chain of command for response. If there is not timely feedback from APD , the Council should contact Mr Armijo directly [aarmijo@cabq.gov or (505) 768-3000—Mayor’s Office].

Some members questioned the scope and meaning of the Background Investigation Waiver and Release Form, saying that the release of liability is too broad, absolving the City of responsibility for misuse of the information. Additionally, the scope of information requested is not defined—either what is to be investigated or what is not to be investigated. They made several suggestions reading the wording of the form.

Mr Armijo reported that the forms go to his assistant Carmen Ortiz, who then directs them to the Human Resources Department. An independent outside contract firm conducts the investigation, primarily to determine whether an applicant is a convicted felon, which precludes an APD ride-along. The result is a simple “Red Light/Green Light.” (Completing the form and passing the investigation is a requisite for membership on the Council.) After the investigation, the resulting file is destroyed. There is no follow-up; members have the obligation to report any infractions which would impact their status. He said that he or a representative of the HR Department would come to the next CPC meeting to report further on the form and the process.

Regarding the question of confidentiality, he said the purpose of the prohibition of conversations among members outside a regular meeting is primarily to prohibit a “rolling quorum,” in which a group of members makes a decision through a series of conversations and bring a finished decision to the Council.

 {Later, Officer Colby reminded the members that emails related to the CPC are public information and could be obtained. In keeping with the terms of the Open Meetings Act, it is important that there not be communication among members outside the regular meetings. Information can be sent by the Chair or Facilitator but should not be responded to by members, except at a subsequent meeting.)

5. Selection of Council Chair, Vice-Chair, other officers--
The Council decided that the terms of office should be one year for officers, acknowledging that if an officer finds the positon unsuitable, he or she can give notice and step down. Upon the motion of member Tom Murdock, seconded by Dianne Layden, the Council selected Carolyn Wilson as Chair and Doug Brosveen as Vice-Chair, by acclamation.

6. Recommendations--
Members discussed the scope of any recommendation they might make, and agreed that any issue could be brought forward and passed along to APD, with full Council approval. While some members joined the Council in order to address larger issues of policy, others wish to look at more immediate neighborhood concerns.

7. Other business—
Vice-Chair Brosveen reported on the Collaborative meeting he attended earlier in the day, noting the diverse makeup of the small group in which he was a participant. Facilitator Crump passed out the calendar of future events, encouraging members to consider attending.

8. Future Agenda items—
Members asked that as regular part of each meeting, officers present a brief snapshot of activities and accommodations in the Area. Additionally, members are encouraged to report on neighborhood issues they have gleaned from interactions with residents.

9. Adjournment—
The meeting adjourned at 7:50 pm.

Next meeting: Monday 2 February 2015 6-7:50 pm Holiday Park Community Center

SUBMITTED: READ AND APPROVED:



Philip Crump, Facilitator Carolyn Wilson, Chair