

The framework for the present CPOA Ordinance was developed from the recommendations submitted by the 2014 Police Oversight Task Force (POTF), who felt that the nomination process for Board Members should be done by a special committee, rather than by direct appointments by the City Council. This was intended, in part, to help keep the appointment process as objective as possible.

Accordingly, the CPOA Ordinance directs that the staff of the City Council review and process applicants based on the objective criteria that can be gleaned from the Ordinance, and that the Staff then recommend appointments to the City Council from this process.

To this end, a process was developed to give fair consideration to each individual applicant through a review by an ad-hoc committee comprised of three or four members of the City Council staff. The goal is for applicants to be evaluated as objectively as possible by applying the same process to each applicant.

This process includes the following components and steps:

- A candidate application webpage was created and linked to the main City Council webpage. It accepts continuous applications from any interested person: <https://www.cabq.gov/council/albuquerque-police-oversight-board-application>
- Application questions have been devised based on the specific criteria of the CPOA Ordinance that are intended to help glean each applicant's relative qualifications based on the following factors:
 1. Understanding of the Role and Responsibility of the POB;
 2. Record of community service and volunteerism that is consistent with or complimentary to service on the POB or that may otherwise demonstrate a commitment to community service;
 3. Willingness to commit to Training Requirements (yes/no, unscored);
 4. Schedule flexibility to attend training and conferences (yes/no, unscored);
 5. Interest in serving on the Board; relevant qualifications/attributes;
 6. Group decision making approach and experience;
 7. Experience with or perspectives on APD performance (scored with question 10);
 8. History of Citizen Police Complaints (yes/no, unscored);
 9. Understanding/perspective on issues that present challenges to good police and community relationships; and
 10. Opinion of APD performance (scored with question 7)
- Each scored question is assigned a maximum of 10 points, for a total

possible score of 60 points.

- The evaluation committee members individually review, consider, and score each of the applicants based on how well their responses seem to match or advance the application factors. The answers are informative in revealing prejudgments and biased/unbiased perspectives; and in determining how the applicant may help to promote the objectives of the ordinance.
- Once scoring is complete, the staff committee members meet to discuss each candidate and share their scores. Individual scores are then tallied and averaged, resulting in a single average score for each applicant. A cutoff score is then identified to focus, at least initially, on the most qualified applicants.
- The committee then meets to discuss the top scorers, and to evaluate them based on geographic distribution across the City and the other diversity factors called for by the ordinance. Accordingly, a person scoring above the cutoff but living in one part of town that's already generally represented on the Board may not be immediately selected. Similarly, an applicant that identifies with a demographic group that is already well represented on the Board may not be immediately selected. This is intended to promote the "broad cross section of the Community" requirements of the Ordinance and the CASA.
- New applicants are compared against all of the applicants previously reviewed so that everyone can be reviewed against the same standard, and so that applicants who were not previously nominated because they didn't contribute to the broad cross section requirements can be reconsidered in case the balance on the board has shifted based on geography, demographics, etc. This yields the prospective nominee(s). Persons reviewed but not initially selected as nominees are notified that they were not initially selected, but that their application will remain active and that they may be contacted at a later time for follow up.
- Next, staff follows up with the prospective nominee to discuss on-going interests in serving, the process for serving, and the commitment that's involved. After hearing from staff, some past prospects have withdrawn themselves from consideration based on workload or changes in their personal circumstances.
- The staff committee next meets with each prospective nominee. In preparation for this meeting, applicants are provided with pre-interview study materials as follows:
 1. *Read and become familiar with the Board* <https://www.cabq.gov/cpoa>
 2. *Watch the first ten minutes of the Board's meeting and then skip to the 1:08:13 of the video and watch the Board doing its process. Watch at least ten to fifteen minutes. If you can watch the whole meeting, that would be great but not required at this time.*
https://www.youtube.com/watch?v=bfbFjf6CMqM&list=PLXiXslM00KnxD1Cwz_X7lhObh71

- [rsyft&index=5](#)
3. Skim these websites <https://www.abqmonitor.org/>
<https://www.nacole.org/>
<https://www.justice.gov/usao-nm/apd>
 4. Look over the diagram or flow chart in the middle of the page. Those items won't mean anything right now, but it points out where the oversight board fits with the policymaking process.
<https://www.cabq.gov/police/standard-operating-procedures>
 5. Review Smart CASA and then read paragraphs 271-293. At the upper right side of the page, there is a link that says "Select a paragraph" use that to scroll to the paragraphs you would like to view quickly.
<https://smartcasa.org/>
- After each interview, the staff committee again meets to discuss the qualifications of each applicant prior to moving into the next stage of the vetting process.
 - Following the initial interview with Council staff, the nominees are also made available to CPOA and City Council members for interviews before proceeding with the appointment. A nominee may not be placed forward for appointment based on feedback from these interviews.
 - The interview and follow up processes are time consuming, and can often result in the need to present new or additional nominees. Nominees are reminded that the demands of the process reflect the importance of the role as a CPOA Board Member.
 - The purpose of making available the nominees to the CPOA prior to their appointment is to help them understand the nature of the commitment, and help start building their capacity to serve. If an applicant meets the ordinance criteria for appointment but they don't yet have what they need substantively, the required member training administered and/or arranged by the CPOA and others, is intended to bring them up to speed.
 - For applicants that have proceeded through each of the preceding steps, the City Council staff initiates a City background check and directs the applicant to attend a meeting of the CPOA Board as an observer.
 - Upon completion of all of the above steps, City Council staff prepares an "Other Communication" bill that is put before the City Council for consideration of appointment of the nominee. The Nominee becomes a board member only upon an affirmative vote of the City Council. This is the final step in the process.