

**POLICE OVERSIGHT BOARD
CASE REVIEW SUBCOMMITTEE
Tuesday, July 11, 2017 at 10:00 a.m.
Plaza del Sol Building, 600 2nd Street NW
Planning/Construction Conference Room, Northside 4th Floor**

Members Present

Leonard Waites, Chair
Joanne Fine
Dr. Carlotta Garcia

Others Present

Edward Harness, Exec. Director
Michelle Contreras
Diane McDermott
Erin O'Neil

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 10:04 a.m.

II. Approval of the Agenda

- a) Copies of the Agenda were distributed.
- b) The agenda was amended to reflect that the day of the meeting should be Tuesday and not Wednesday.
- c) A motion was made by Subcommittee Member Fine to approve the agenda. Subcommittee member Garcia seconded the motion. The motion was carried by the following vote:

For -3: Fine, Garcia, Waites

III. Review and Approval of the Minutes

- a) A motion was made by Subcommittee Member Garcia to approve the minutes from the June 5, 2017 Case Review Subcommittee meeting. Subcommittee Member Fine seconded the motion. The motion was carried by the following vote:

For - 3: Fine, Garcia, Waites

IV. Public Comments:

- a) A discussion was had regarding Mr. Charles Arasim's concerns about the Case Review Subcommittee Agenda and the timeliness of its posting.

V. CPOA Report – *Edward Harness, Executive Director*

- a) Ms. Bustos is working through the driving complaints that are coming through 311.
- b) The last day to sign up for NACOLE to by Friday, July 14, 2017. Ms. Contreras sent the information to schedule the board members that signed up for it.
- c) The Daigle training flyers went out to everyone. Mr. Daigle is looking at trying to get 50 additional participants from other jurisdictions within the Southwest.
- d) Subcommittee Member discussed the following:
 - 1. The new CPOA draft letter format for citizens who file complaints with the CPOA will include the POB/CPOA recommendations for discipline. The draft letter format will be presented at the POB meeting on Thursday, July 13, 2017.
 - 2. Deputy Chief Garcia, who is now in charge of the CASA, will be working with the POB and the Real Time Crime Center, to compile accident data that the POB has been trying to get access to.
 - 3. Member Fine is still working with Deputy Chief Garcia to discuss the workflow chart.
 - 4. Director Harness read an email from the RTCC Manager T.J. Wilham to the subcommittee.
 - 5. During item VI, c, Subcommittee Member Fine discussed the following:
 - i. They have drafted a letter to the DOJ Monitor regarding the City/APD injecting the POB/CPOA into the policy review process in order to include civilian input. The letter will go out this week.
 - ii. Members discussed that everyone on the POB should be on two subcommittees. It was suggested that the new POB members Dr. Kass should be on the Policy & Review Subcommittee because he has experience in that area. In addition, they suggest that Ms. Valerie St. John join the Community Outreach Subcommittee.

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 June 8, 2017.

a) Administratively Closed Cases

019-17 086-17 112-17

1. As to case 019-17, Member Fine wanted clarification as to why this case was administratively closed and not exonerated. Director Harness clarified for Member Fine that if there was no SOP violation, then a case can be administratively closed. In this case, there was a dispute about the content of a report but no violation of an SOP and that is why there was no full investigation.
2. A motion was made by Subcommittee Member Fine to accept the 3 administratively closed cases 019-17, 086-1 approve as written. Subcommittee Chair Garcia seconded the motion. The motion was carried by the following vote:

For: 3 – Fine, Garcia, Waites

b) Cases investigated

131-15	180-16	182-16	194-16	196-16
038-17	111-17			

1. As to 111-17, Member Fine wanted clarification about the letter and why the letter doesn't tell the citizen about the officer's history.
2. As to 182-16, Member Garcia wanted to know what the policy is about non-Spanish speakers making a police report. Director Harness to check with the department about the policy for Spanish interpreters and will bring that information the next POB meeting.
3. A motion was made by Subcommittee Member Garcia to accept the cases as reported and investigated. Subcommittee Member Fine seconded the motion. The motion was carried by the following vote:

For: 3 – Fine, Garcia, Waites

4. During item VII, Subcommittee Member Fine commended Executive Director Harness and CPOA Investigator Ms. Erin O'Neil for their hard work in CPC 038-17. Member Fine commended Ms. O'Neil for a job well done in the writing of the letter to the citizen.

c) CIRT Cases – None

1. There is a Tactical Force Review Board scheduled for July 12, 2017 for all the tactical activations that happened in the month of June.
2. The CIRT Force Review Board is cancelled for July 12, 2017 and this will be the 4 week that CIRT cases haven't be reviewed.
3. Member Fine would like to know by Thursday if there is a plan of action and where they are in the process.

VII. OIS I-10-17 – John O'Keefe.

- a) Members discussed the Officer-Involved shooting case.

b) A motion was made by Member Fine to accept OIS I-10-17 as written [sic] and to be reviewed by the full board. Member Garcia seconded the motion. The motion was carried by the following vote:

For: 3 – Fine, Garcia, Waites

VIII. Review of Appeals. None.

IX. Other business. None

X. Next Meeting. The Case Review Subcommittee next meeting will be held on Tuesday, August 1, 2017 at 10:00 a.m.

XI. Adjournment. A motion was made by Subcommittee Member Fine to adjourn the meeting. Subcommittee Member Garcia seconded the motion. The motion was carried by the following vote:

For 3 – Fine, Garcia, Waites

Meeting adjourned at 10:51 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

Minutes drafted and submitted by:
Michelle Contreras, Senior Administrative Assistant