



## POLICE OVERSIGHT BOARD COMMUNITY OUTREACH SUBCOMMITTEE

Monday, March 27, 2017 – 5:00 p.m.  
Plaza del Sol Building, 600 2nd Street NW  
Basement Hearing Room, #160

### Members Present

Rev. Dr. David Z. Ring III  
Dr. Lisa M. Orick-Martinez  
Johnny J. Armijo

### Others Present

Edward Harness, Exec. Director  
Amanda Bustos  
Michelle Contreras

### MINUTES

- I. Welcome and Call to Order:** Subcommittee Chair Ring called the meeting to order at 5:00 p.m.
- II. Approval of the Agenda:** A motion was made by Subcommittee Member Armijo to approve the agenda as written/presented. Member Orick-Martinez seconded the motion. The motion was carried by the following vote:  
For: Armijo, Orick-Martinez, Ring
- III. Approval of the Minutes:** A motion was made by Subcommittee Chair Ring to approve the minutes as written. Subcommittee Member Armijo seconded the motion. The motion was carried by the following vote:  
For: Armijo, Orick-Martinez, Ring
- IV. Public Comments:** None
- V. Follow Up: Discuss Purpose Statement, Goals, Objectives**
- a. Review Materials from Previous Meeting.** At the last meeting, the Subcommittee members were assigned committee homework to draft notes on their mission statement, goals and objectives.
1. Discussed Subcommittee Member Armijo's structure draft. (See attachment "A").
  2. Discussed Subcommittee Chair Ring's structure draft. (See attachment "B").
  3. Members discussed that they would look at each other's mission statement drafts.
- b. Members discussed what the community expects of the POB/CPOA.** Member Armijo suggested that the CPOA create a handout that has a synopsis and/or a graph on what each entity does.

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- c. Director Harness recommended that the subcommittee steer away from the Court Appointed Settlement Agreement (CASA) in the mission statement since the CASA will eventually be going away.
- d. Subcommittee Members discussed on how the Community Outreach Subcommittee can present to the community to include a handout.
- e. Subcommittee Chair Ring recommended that we steer away the acronyms as it confusing for the public and others.
- f. Subcommittee members are in agreement in the CPOA creating a 15 to 20 minute video presentation.
- g. A clear goal is communicating with the public on who and what the POB/CPOA are.
- h. Subcommittee Members will wordsmith the mission statement.
- i. Discussed the timeline.
  - 1. Discussed the CPOA will be presenting at OASIS on May 23, 2017.
  - 2. Once the Subcommittee gets their mission statement in order, they will plan to schedule the outreach efforts at different locations throughout the city.
  - 3. Subcommittee Member Armijo discussed his suggested timelines (See page 2 of Attachment "A").
  - 4. To keep the scheduled April 24, 2017 Subcommittee meeting and continue the discussion at that time.
- j. Discussed some of the ideas to take into consideration when drafting the mission statement, they are:
  - 1. Transparency and access to information;
  - 2. Mutual trust between law enforcement and the community;
  - 3. Strengthening law enforcement and community relations;
  - 4. Policy engagement;
  - 5. Mediation focus;
  - 6. Understand better how the POB is going to advocate for the community and in what way;
  - 7. The role of the community;
  - 8. Who the board members and what their mission is;
  - 9. Think about the best way the POB can be an advocate for community.
- k. Subcommittee Orick-Martinez will give her verbal feedback for the mission statement.
- l. Ms. Bustos to combine the ideas to her best and send out the committee and set up one-to-one conversations with each of the Subcommittee members individually and then bring the draft to the next meeting.

**VI. Upcoming Outreach Opportunities**

- a. **Outreach Presentation @CNM Montoya Campus.** Discussed that the CPOA will be presenting at CNM Montoya Campus on Tuesday, April 11, 2017 from 5:30 p.m. to 6:30 p.m. (See attachment "C").
- b. Discussed inviting other POB members to the presentation. The presentation will be informal and question/answer session afterwards.

**VII. Other business.**

- a. **Amanda's Report.** Subcommittee Chair recommended that there be an *Amanda's Report* included on future agendas.
- b. **CPOA Brochure.** Discussed the possibility to draft a brochure similar to the Denver complaint form for the CPOA/POB to use.
  - 1. Ms. Bustos indicated that there is money for the new brochure/complaint form.
  - 2. Ms. Bustos will email the Subcommittee members a draft copy of the Denver brochure.
- c. **Carrying complaints to POB and POB Subcommittee meetings.** Discussed that our office will be carrying the complaint forms to the POB and POB Subcommittee meetings in the event someone wants to file complaint at the meetings.


**VIII. Next Meeting.** The next meeting of the Community Outreach Subcommittee meeting will be held on Monday, May 1, 2017 at 5 p.m.


**IX. Adjournment.** A motion was made by Subcommittee Member Armijo to adjourn the meeting. Subcommittee Member Orick-Martinez seconded the motion. The motion was carried by the following vote:

For: Armijo, Orick-Martinez, Ring

The meeting was adjourned at 5:56 p.m.

APPROVED:

  
\_\_\_\_\_  
Rev. Dr. David Z. Ring III, Chair

  
\_\_\_\_\_  
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

# Attachments

**POLICE OVERSIGHT BOARD  
COMMUNITY OUTREACH  
COMMITTEE  
STRUCTURE**

***D-R-A-F-T***

*March 2017*

***Mission:***

*To communicate factual information and understanding on the  
CASA agreement and the Police Oversight Board and Civilian  
Police Oversight Agency to citizens*

**GOALS:**

1. To educate as many residents as possible on the POB/CPOA and CASA agreement
2. Have a 15/20-minute video made by GOV TV in the studio outlining the roles of the POB and CPOA by Chair Fine and Ed - that can be presented at the beginning of *most* outreach meetings
3. Have a video presentation made by GOV TV showcasing the director and chairwoman on the CASA agreement and roles of the POB and CPOA. *(This could possibly be used by City Councilors in their districts as a tool for information sharing.)*
4. To utilize local news media and social media for transparency by which a much larger audience can gain insight and be empowered to attend all meetings of the POB and Outreach Committee.

Attachment "A"

**OBJECTIVES:**

1. Work with the *Community Engagement Specialist (Amanda)* to coordinate outreach meetings in all quadrants of the county/city
2. Make a listing of locations where we will present
3. Present the video of the POB/CPOA at all outreach meetings to assist in educating residents on the POB and CPOA and CASA agreement
4. Develop **relationship(s)** with one or several of the local television stations to help foster the correct information being broadcast to the community

**TIMELINES:**

General information and ideas to start:

1. First community education outreach effort at the CNM Montoya camps on *April 11<sup>th</sup>*. 5:30-6:30
2. Second community education outreach effort at Westside Community Center on *May 25<sup>th</sup>*, 6-7pm
3. Third community education outreach effort-Bernalillo County Parks and Recreation Director, deputy and all managers and assistant managers of the parks and recreation department-TBD
4. Begin by the end of April contacting local television stations. Set up meetings with key management staff and reporters

Attachment "A"

**POLICE OVERSIGHT BOARD**  
**COMMUNITY OUTREACH SUBCOMMITTEE MEETING OF 3/27/17**

**NOTES ON "STRUCTURE"**

**PREPARED BY DAVE RING, CHAIR**

1. **Purpose Statement Suggestion:** "Spreading Awareness of the Police Oversight Board's Existence and Work".
2. **Goals Suggestions:**
  - A. **Schedule 50% of this group's regular monthly meetings at area community centers or other public gathering sites**
  - B. **Try hard to learn who our "target audience" is.**
  - C. **Form strategic partnerships with other community organizations working toward similar purposes**
3. **Objectives Suggestions**
  - A. **Develop a 15-minute presentation describing the CPOA/POB for repeated showing**
  - B. **Open regular communication channels with Individual City Councilors**
  - C. **Get to know (if possible) our "frequent flyers"**
  - D. **Outreach as inreach – get to know our CPOA staff**
4. **Timeline Suggestion – Since the make-up of this small group will shift annually, it does not appear that long-term planning is feasible.**

Attachment "B"

**Montoya Campus Speaker Event**

**Tuesday, April 11<sup>th</sup> 5:30-6:30pm**

**H-126**

**Amanda A. Bustos, MSW**

**Community Engagement Specialist with the  
Civilian Police Oversight Agency(CPOA)**



**Discussion on the settlement agreement between the  
US department of Justice and the Albuquerque Police Department**

**Ms. Bustos will explain each of the roles the Federal Monitor, CPOA and  
Police Oversight Board has in "Advancing constitutional policing and  
accountability for APD and the Albuquerque community".  
(POB mission statement)**

**\*\*\*\*This speaking event is open to all, with a special invitation to CNM  
students studying criminal justice, and other social justice programs.**

**Questions? Contact Amanda Bustos  
Office: 505-924-3793  
Email: [abustos@cabq.gov](mailto:abustos@cabq.gov)**

Attachment "C"