

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD
COMMUNITY OUTREACH SUBCOMMITTEE**

Chantal Galloway, Chair

Doug Mitchell

Eric Nixon

Edward Harness, Esq., Executive Director

Amanda Bustos, Community Engagement Specialist

**CPOA BOARD
COMMUNITY OUTREACH SUBCOMMITTEE**

Tuesday, April 27, 2021 - 3:00 p.m.

Video Conference

Members Present:

Chantal Galloway

Doug Mitchell

Eric Nixon

Members Absent:

Others Present

Edward Harness, CPOA

Valerie Barela, CPOA

Minutes

- I. Welcome and Call to Order.** Chair Galloway called to order the Community Outreach Subcommittee meeting at 3:00 p.m.
- II. Outreach Mission Statement.** Chair Galloway read aloud the Outreach Mission Statement.
- III. Approval of the Agenda**
- a.** Agenda approved.
- IV. Public Comment**
- a.** No public comment.
- V. CPC Update**
- a.** Director Harness provided an update on the newly hired CPC Office Assistant and discussed the Community Policing Council’s concerns and their request for an MOU between the CPOA and CPC’s. Kelly Mensah, CPC Liaison will work with the CPC’s on the drafting of the MOU. Director Harness also provided a update on the Budget for the CPOA and includes funding for the CPC’s.

VI. Board Review

- a.** The Community Outreach Subcommittee discussed Board Review and Member Mitchell was tasked with drafting Board Review questions and will update the Subcommittee on progress at the next regularly scheduled subcommittee meeting

VII. Update on Meeting between Council, DOJ, and CPOA regarding Board Member Appointment

- a.** Director Harness provided an update on topics discussed during the Meeting between City Council, Department of Justice, and the CPOA regarding CPOA Board member appointments.
- b.** Member Nixon was tasked to work on CPOA Board Member exit interview questions and will update the Subcommittee on progress at the next regularly scheduled subcommittee meeting.

VIII. Outreach Efforts with City Council

- a.** Director Harness has reached out to Counselor Sena's Analyst to get dates on availability and will wait until June 2021 to schedule a meeting due to City Council's Budget meetings.
- b.** The Community Outreach Subcommittee will place this item back on the Agenda in June 2021.

IX. CPOA New Board Member Onboarding

- a.** Director Harness provided information on the New Board Members training dates and Chair Galloway requested an invite to attend the training sessions.
- b.** Director Harness provided an update on Smartsheets license's and they are currently awaiting on approval from the City's purchasing department.
- c.** Director Harness updated the Community Outreach Subcommittee on the implementation of the shared POB calendar request and the CPOA will continue to work through the glitches and CPOAB permissions.

X. Collateral Materials Review

- a.** The Community Outreach Subcommittee Members received Collateral Materials for review and had discussions related to potential changes to the brochures and locations the materials are available to the public.

XI. Other Business

- a.** Member Galloway requested an update from Director Harness on removing the CPOAB obligations from Case Review.
- b.** Member Chantal Galloway will continue as Chair of the Community Outreach Subcommittee by unanimous consent from the Community Outreach Subcommittee Members.

XII. Next Meeting, Tuesday, May 25, 2021 at 3:00 pm.

XIII. Adjournment

- a.** The meeting was adjourned at 3:59 p.m.