

# CIVILIAN POLICE OVERSIGHT AGENCY BOARD PERSONNEL SUBCOMMITTEE

*Eric Olivas - Chair*

*Tara Armijo-Prewitt*

*Doug Mitchell*

*Gionne Ralph*

Edward Harness, CPOA Executive Director

## Monday, June 28, 2021 at 4:00 p.m. Video Conference

### Members Present:

Dr. William Kass  
Doug Mitchell  
Gionne Ralph  
Eric Olivas, Chair (Late)

### Members Absent:

Tara Armijo-Prewitt

### Others Present:

Edward Harness, CPOA  
Katrina Sigala, CPOA  
Valerie Barela, CPOA  
Melissa Kountz, Managing City Atty.

### Minutes

- I. Welcome and Call to Order:** Member Dr. Kass called to order the Personnel Subcommittee meeting at 4:01 p.m. and announced that he is attending the meeting in lieu of Chair Olivas.
- II. Approval of the Agenda**
  - a. Agenda approved.
- III. Approval of the Minutes from June 1, 2021**
  - a. June 1, 2021 minutes approved.
- IV. Election of Chair**
  - a. **Motion.** A motion by Member Mitchell to table Agenda Item III. Election of Chair to the next regularly scheduled CPOA Personnel Subcommittee Meeting. Roll call vote taken. Motion passed.
- V. Report from Director on Staffing and Agency Processes**
  - a. Director Harness provided an update on CPOA Investigator positions, feedback on APD's Internal Affairs Investigator pay scale and a status on the contract to hire outside Investigators to assist with the CPOA investigations backlog.

**\*Chair Olivas joined the meeting at 4:05 p.m.\***

**\*\*Member Dr. Kass continued as interim Chair of  
the Personnel Subcommittee\*\***

**VI. Discussion and Possible action:**

**a. Executive Director's Job Description**

1. The Personnel Subcommittee, Director Harness and Managing City Attorney Melissa Kountz discussed potential language changes to the Executive Director's Job Description and the Personnel Subcommittee recommends to move the revised CPOA Executive Director's Job description to the next regularly CPOA Board meeting for approval.

**VII. Other Business**

- a. None.

**VIII. Next Regular Meeting – July 26, 2021 at 4:00 p.m. (Video conference)**

**IX. Adjournment**

- a. The meeting adjourned at 4:59 p.m.