

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD
PERSONNEL SUBCOMMITTEE**

Patricia J. French, Chair

Chantal M. Galloway

Diane McDermott, Interim Executive Director

**Friday, March 4, 2022 at 3:00 p.m.
Video Conference**

Members Present:

Patricia J. French

Chantal M. Galloway

Members Absent:

Others Present:

Katrina Sigala, CPOA

Valerie Barela, CPOA

Tina Gooch, CPOA Legal Counsel

Ian Stoker, Asst. City Attorney

Lonnie Ben, City HR

Melanie Lopez, City HR

Melanie White, City HR

Minutes

- I. Welcome and Call to Order.** Member Galloway called to order the Personnel Subcommittee meeting at 3:02 p.m.
- II. Approval of the Agenda**
 - a. Agenda approved.
- III. Public Comment**
 - a. None.
- IV. Approval of the Minutes from January 31, 2022**
 - a. Minutes from January 31, 2022 approved.
- V. Report from Director on Staffing and Agency Processes & Update on Executive Director's Equity Issue:**
 - a. There was no update on Staffing and Agency Processes.
 - b. Melanie Lopez with City HR shared her research on pay range for the CPOA Executive Director's pay equity issue raised and provided comparable pay ranges for similar situated positions.

- c. The Personnel Subcommittee recommends to change the current pay range on the Executive Director's Job Posting to start at \$110,000.00 and will move the recommendation to next regularly scheduled CPOA Board meeting for approval.
- d. The Personnel Subcommittee may schedule a special personnel meeting to follow up with Melanie Lopez on further research on comparable Executive Director equity pay issue.

VI. Discussion and Possible Recommendation:

a. Executive/Interim Director's Evaluation 2021/2022 Calendar Year

- i. The Personnel Subcommittee discussed the Executive/Interim Director's Evaluation 2021/2022 Calendar Year and recommends to move a summary report for the 2021 Calendar Year to the next regularly scheduled CPOA Board meeting for approval.

b. Increasing the Executive Director Applicant Pool

- i. Lonnie Ben with City HR reported the following:
 - 1. She has submitted another request to the State Bar to have the Executive Director Job Position to be posted in the Bar Bulletin and the posting will be published in the March 23, 2022 edition.
 - 2. The Executive Directors Job Position is still posted on the City's website.
 - 3. She has meeting set up with LinkedIn and seeking other options for posting of the Executive Director Position, such as social media to increase the applicant pool.

c. Modification to Executive Director Appointment Timeline

- i. The Personnel Subcommittee will revisit the timeline at the next scheduled Personnel Subcommittee meeting.

VII. Meeting with Counsel re: Pending Litigation or Personnel Issues:

Closed Discussion and Possible Action re: Pending Litigation or Personnel Issues

a. Limited personnel matters pursuant to NMSA 1978, Section 10-15-1(H)(2)

i. Executive Director

1. None.

VIII. Other Business

- a. Chair French inquired into how the current applicants for the Executive Director's Position were contacted.


IX. Next Regular Meeting TBD

- a. The Personnel subcommittee may hold a special meeting during the week of March 21, 2022.

X. Adjournment

- a. The meeting was adjourned at 4:01 p.m.

APPROVED:


Patricia J. French, Chair
Personnel Subcommittee

March 28, 2022
Date

CC: Julian Moya, City Council Staff
Ethan Watson, City Clerk
Isaac Benton, City Council President (via email)

Minutes drafted and submitted by:
Valerie Barela, Administrative Assistant