I. WELCOME AND CALL TO ORDER: Chair Baca called the meeting to order at 2:14 p.m.

II. PUBLIC COMMENTS: None.

III. APPROVAL OF THE MINUTES. Subcommittee member Ring moved to approve the minutes with corrections made by Chair Baca. Chair Baca seconded the motion. Passed.
For: 2 – Baca, Ring

IV. Presentation from New Mexico Youth Forum-Adrian Carver
Adrian Carver from the NM Forum for Youth discussed the possible formation of a Youth Advisory Council. The Outreach Subcommittee discussed presenting NM Forum for Youth's ideas to the full Police Oversight Board.

V. Discussion of Outreach Coordinator Job Description and Responsibilities-City HR
The Subcommittee discussed CPOA’s Outreach Coordinator job description and responsibilities.

Subcommittee member Ring moved to approve job description with the following changes:
1. Add a bullet point at the bottom of page 1 to read “Create communication strategy to engage the community, including the homeless, etc.”
2. Add the following as a bullet points under the heading Preferred Skills and Ability:
   a. Experience using social media platforms such as Facebook and Twitter, etc.
b. Use of software such as databases to track metrics and organizational participation for use in records and reporting.

3. The Subcommittee recommended several titles for the outreach position, they are, CPOA Community Engagement Specialist as a preferred, first choice and as a second choice, CPOA Community Outreach Specialist.

Chair Baca seconded the motion. Passed.
For: 2 – Baca, Ring

VI. Discussion of Projects for Outreach Subcommittee and Outreach of Police Oversight Board as a whole.

1. The Subcommittee discussed several projects for the Outreach Subcommittee and outreach of the Police Oversight Board as a whole. The following projects were discussed:
   a. The creation of business cards for POB members;
   b. IPRA compliant email addresses for POB members;
   c. The placement of the CPOA posters and brochures at locations such as, city buses, Healthcare for the Homeless, St. Martins, Joy Junction, Rescue Mission, etc.

VII. Other Business & Subcommittee Recommendations. The CPOA brochures were discussed.

VIII. Next Meeting: June 29, 2015 at 2:00 p.m.

IX. Adjournment. Subcommittee member Ring moved to adjourn the meeting. Chair Baca seconded. Passed.
For: 2 – Baca, Ring

The meeting adjourned at 3:05 p.m.

Approved by: ____________________________ Date: ____________________________
Jeannette Baca, Chair
Outreach Subcommittee

CC: Julian Moya, City Council Staff
Natalie Y. Howard, City Clerk
Rey Garduño, City Council President