

CITY OF ALBUQUERQUE



CIVILIAN POLICE OVERSIGHT AGENCY BOARD COMMUNITY OUTREACH SUBCOMMITTEE

Joanne Fine, Chair

Valerie St. John

Edward Harness, Esq., Executive Director

Amanda Bustos, Community Engagement Specialist

CPOA BOARD COMMUNITY OUTREACH SUBCOMMITTEE

Tuesday, June 25, 2019– 1:00 p.m.

Plaza Del Sol, 600 2nd Street NW

Plaza Del Sol, Basement Hearing Room #160

MINUTES

I. **Welcome and Call to Order-** *Joanne Fine, Chair*

II. **Outreach Mission Statement**

“Outreach will promote the mission of the POB and be the bridge for communication with the community.”

PC 129
III. **Approval of the Agenda**

Motion to approve the Agenda by Member St. John., Member Fine seconded the Motion.

Albuquerque
IV. **Approval of the Minutes**

Motion to approve the Minutes by Member St. John., Member Fine seconded the Motion.

NM 87103
V. **Public Comment-** None

VI. **2018 Semi-Annual Reports Re: Outreach**

ISR has provided the two drafts for the first and second half semi-annual reports for 2018. The reports run from January to June 2018, and July to December 2018. Outreach portion needs to be drafted to add to each semi-annual report. CPOA staff will review all outreach activities during the reporting periods for these drafts. Board members were asked to provide any outreach involvement they participated in to include in these reports. Chair Fine would like to use these reports as part of future Board Outreach efforts to discuss the data and trends reported. Chair Fine will send a reminder out to the Board to review the semi-annual reports to provide feedback before they are published. City Council will be back in session in August.

VII. **Discuss Outreach Materials:**

i. **Update on Collateral Materials**

Brochures are done and were distributed in May. They are distributed throughout the city at all City of Albuquerque public libraries, community centers, and APD substations (including the aviation police center). Mediation brochure will be done by the end of June. These brochures will go out with the invitation to complainants who are eligible for the CPOA's mediation program. Complaint

Poster is currently posted at all locations; however, the CPOA will be creating a new poster to match the updated collateral materials.

ii. Next Steps Re: On-boarding of new CPOA Board Members

Director Harness will be doing the on-boarding orientation for new board members on June 26th. Their emails have already been set up. All the new and updated materials are on SharePoint for the current board members as well. Outreach is encouraged to help recruit for new Board member applications because the current pool of applicants is outdated.

iii. Media

Discussed concerns about media and how important it is for Board members to remain unbiased and objective.


VIII. Other Business- None

IX. Confirm Next Meeting- Tuesday, July 23, 2019 @ 1:00 p.m. (4th Tuesday of every month)

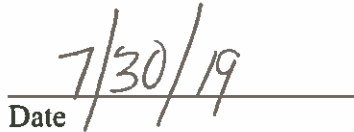
X. Adjournment

Motion to Adjourn by Member St. John, Member Fine seconded the Motion.

APPROVED:



Joanne Fine, Chair
POB Outreach Subcommittee



Date

Minutes drafted and submitted by:
Amanda Bustos, CPOA Community Engagement Specialist