

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD  
PERSONNEL SUBCOMMITTEE**

*Eric Olivas - Chair*

*Dr. William Kass*

*Doug Mitchell*

*Eric Nixon*

Edward Harness, CPOA Executive Director

**Thursday, May 28, 2020 at 8:30 a.m.  
Video Conference**

**Members Present:**

Eric Olivas

Dr. William Kass

Doug Mitchell

Eric Nixon

**Members Absent:**

**Others Present:**

Edward Harness, CPOA

Katrina Sigala, CPOA

Valerie Barela, CPOA

**Minutes**

- I. Welcome and Call to Order:** Chair Olivas called to order the Personnel Subcommittee meeting at 8:34 a.m.
- II. Approval of the Agenda**
  - a. Agenda approved
- III. Approval of the Minutes from May 11, 2020**
  - a. May 11, 2020 minutes approved
- IV. Discussion and Possible Action:**
  - a. Executive Director Evaluation Process and Timeline**
    - i. Personnel Subcommittee recommends to move the 2021 Executive Director Evaluation Process and Timeline to the next Board meeting.
    - ii. Personnel Subcommittee will discuss the Executive Director Evaluation for 2019/2020 at the next Personnel meeting.
  - b. Review Sample/Mock Evaluation Material**
    - i. Chair Olivas will provide Executive Director Evaluation material for 2019/2020 to present at the next Board meeting.

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**V. Other Business**


a. None

**VI. Next Regular Meeting June 29th, 2020 at 8:00 am (video conference)**

**VII. Adjournment**

a. The meeting adjourned at 9:35 a.m.

APPROVED:

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Eric Olivas, Chair  
Personnel Subcommittee

January 25, 2021  
Date

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

Minutes drafted and submitted by:  
Valerie Barela, Administrative Assistant