

**POLICE OVERSIGHT BOARD  
PERSONNEL SUB-COMMITTEE**

**Tuesday, April 7, 2015 – 10:00 a.m.**

**Plaza Del Sol Hearing Room, Basement Level, 600 2<sup>nd</sup> St. NW Albuquerque, New Mexico**

**Members Present**

Eric Cruz  
Beth Mohr (Chair)  
Joanne Fine

**Others Present**

Robin S. Hammer  
Paul Cash  
Michelle Contreras  
Diane McDermott  
Paul Skotchdopole  
Chris Davidson  
Erin O'Neil  
Vince Yermal, Human Resources  
Jenica Jacobi, Acting. City Attorney  
Samantha Hultz, Asst. City Attorney

**Minutes**

- I. Welcome and Call to Order:** Board Member Eric Cruz called the meeting to order at 10:03 a.m.
- II. Election of a Chair:** Board Member Fine moved to nominate Beth Mohr as Chair of the Personnel Sub-Committee. Board Member Cruz seconded the motion. Passed.  
For: 3 – Cruz, Mohr, Fine.
- III. Public Comments:** None.
- IV. Discussion of Process to Select Executive Director-**  
***-Vince Yermal, Senior Human Resources Labor Advisor***  
A discussion was had regarding the hiring process of the Executive Director for the CPOA. Mr. Yermal explained to the Subcommittee the hiring process and explained the steps that are required under the Ordinance to hire the CPOA Director. Mr. Yermal offered his office to assist in the advertising and application process.
- The Personnel Committee agreed to report to the full Police Oversight Board to get its input on whether the Board would want to utilize this Committee or come up with a separate Selection Committee to work on the selection process.
- V. Discussion of HR issues at the CPOA office, within the limited scope of the authority of the POB over the Executive Director**  
***- City Attorney's Office***

Board Member Fine moved for the Personnel Committee to enter into an Executive Session with Assistant City Attorney's Jacobi and Hultz to discuss the complaint against the Acting Executive Director. Board Member Eric Cruz seconded the motion. Passed.

For: 3 – Fine, Mohr, Cruz

Roll call: Fine, Mohr, Cruz

After the Executive Session, Chair Mohr indicated that a closed Executive Session was held to discuss personnel issues at the CPOA Administrative Office in respect to the Acting Executive Director and that no decisions were made while in closed session.

Personnel Committee Board Member Fine moved to have the committee go back into regular session. Board Member Cruz seconded the motion. Passed.

For: 3 – Cruz, Mohr, Fine.

**VI. Discussion of Contract for Independent Legal Counsel**

The Subcommittee held a discussion regarding the process to hire the Independent Legal Counsel. The Committee agreed to start the hiring process of the Independent Legal Counsel by drafting an NM State Bar Bulletin advertisement soliciting letters of interest from interested parties and presented to the full Board for approval. In addition, a formalized process to hire a permanent Independent counsel after June 30, 2015 would be discussed in more detail in upcoming future committee meetings. Moved by Board Member Fine. Board Member Cruz seconded the motion. Passed.

For: 3 – Cruz, Mohr, Fine.

**VII. Other Business & Committee Recommendations**

A discussion was had regarding the duties of the Personnel Committee. Board Member Fine summarized the following:

1. To define the roles of the Subcommittee and what duties they will be in charge of;
2. To evaluate the performance of the Executive Director and the structure of the CPOA for effectiveness relative to their goals;
3. To explore the practices of other CPOA's and their Executive Director's duties as a position to determine what changes, if any, would produce better results;
4. To request a report of a State of the Agency, that would list the cases and workflow of the CPOA;
5. Begin the search of an Executive Director to provide 3 names to Council per ordinance;
6. Begin the selection of the Board's Independent Legal Counsel.

**VIII. Next Meeting set for Monday, April 27 2015 at 1:30 p.m.**

**IX. Adjournment:** Board Member Cruz moved to adjourn the meeting. Board member Fine seconded. Passed.

For: 3 – Cruz, Mohr, Fine.

The meeting adjourned at 11:51 a.m.=



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Approved by:  
Beth Mohr, Personnel Subcommittee Chair

CC: Julian Moya, City Council  
Trina Gurule, City Clerk  
Rey Garduño, City Council President