

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD
PERSONNEL SUBCOMMITTEE**

Eric Olivas - Chair

Tara Armijo-Prewitt

Gionne Ralph

Diane McDermott, Interim Executive Director

**Monday, November 29, 2021 at 4:00 p.m.
Video Conference**

Members Present:

Eric Olivas, Chair

Tara Armijo-Prewitt

Members Absent:

Gionne Ralph

Others Present:

Diane McDermott, CPOA

Katrina Sigala, CPOA

Valerie Barela, CPOA

Marteessa Billy, CPOA

Tina Gooch, CPOA Legal Counsel

Ian Stoker, Asst. City Attorney

AGENDA

- I. Welcome and Call to Order.** Chair Olivas called to order the Personnel Subcommittee meeting at 4:02 p.m.
- II. Approval of the Agenda**
 - a. Agenda approved.
- III. Approval of the Minutes from October 25, 2021**
 - a. Minutes from October 25, 2021, approved.
- IV. Report from Director on Staffing and Agency Processes**
 - a. Interim Director McDermott gave an update on the CPOA Investigator, Community Engagement Specialist, and Policy Analyst vacant positions.

*****Member Armijo-Prewitt temporarily lost video/audio connection
at 4:06 p.m. and reconnected at 4:07 p.m.*****

V. Discussion and Possible Recommendation:

a. Modifications to Executive Director Appointment Process

- i. Chair Olivas noted that Elizabeth Martinez with the DOJ provided him with input on the Director Appointment Process and he modified the timeline.
- ii. The Personnel Subcommittee recommends to move the modified timeline to the next regularly scheduled CPOA Board meeting for approval.

b. Letters to CPCs, Staff, and Community Coalitions on Involvement

- i. Chair Olivas presented the proposed letters intended to be forwarded to CPOA Staff, CPC Council of Chairs, Community Coalition, and APD Forward for input on the selection process.
- ii. The Personnel Subcommittee recommends moving the Letters to CPCs, Staff, and Community Coalitions with minor edits to the next regularly scheduled CPOA Board meeting for approval.

c. Supplemental and Interview Questions for Applicants

- i. Chair Olivas presented supplemental and interview questions for applicants. The Personnel Subcommittee, CPOA Legal Counsel Tina Gooch, City Attorney Ian Stoker, and Interim Director McDermott discussed types of supplemental and interview questions to be considered.
- ii. The Personnel Subcommittee recommends moving the Supplemental and Interview Questions for Applicants with minor edits to the next regularly scheduled CPOA Board meeting for approval.

d. Resignation Acceptance Letter

- i. Chair Olivas presented a draft resignation acceptance letter from the CPOA Board addressed to Director Harness of his resignation.
- ii. The Personnel Subcommittee recommends moving the Resignation Acceptance Letter to the next regularly scheduled CPOA Board meeting for approval.

e. Increasing the Executive Director Applicant Pool

- i. The Personnel Subcommittee, CPOA Legal Counsel Tina Gooch and Interim Director McDermott discussed strategies to increase the applicant pool.

VI. 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 Appointment

1. No closed session.

VII. Other Business

- a. Interim Director McDermott noted that a member of the community had stopped by the CPOA office to attend the Personnel Subcommittee meeting and was not aware it was a virtual meeting.

VIII. Next Regular Meeting – December 27, 2021 at 4:00 p.m. (Video conference)

IX. Adjournment

- a. The meeting was adjourned at 5:00 p.m.

APPROVED:


Chantal Galloway, Board Member
Personnel Subcommittee

January 31, 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