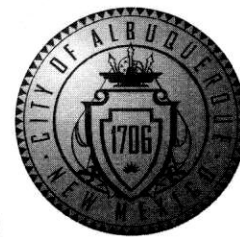


CITY OF ALBUQUERQUE



SPECIAL MEETING OF THE POLICE OVERSIGHT BOARD OUTREACH SUBCOMMITTEE

Monday, January 11, 2016 – 2:00 p.m.
Plaza Del Sol, Basement Hearing Room 160
600 2nd St. NW Albuquerque, New Mexico

Members Present

Dr. Jeannette Baca (Chair)
Rev. Dr. David Z. Ring III
Leonard Waites

Others Present

Edward Harness, Exec. Director
Amanda Bustos
Marlo Kiefer

MINUTES

- I. Welcome and Call to Order:** Subcommittee Chair Baca called the meeting to order at 2:00 p.m.
- II. Approval of the Agenda:** Subcommittee Member Ring moved to approve the agenda. Subcommittee Member Waites seconded the motion. Approved.
For: Waites, Baca, Ring.
- IV. Public Comments:** None
- V. CPOA/POB Brochure Revision:** Community Engagement Specialist, Amanda Bustos, presented her draft of the new brochure for review.
- A. The translation into Spanish isn't finished yet. Amanda will collaborate with a professor from UNM and have the brochure reviewed for accuracy once complete.
- B. The front of the brochure still needs a tag line. The focus should be on mutual trust.
- C. The Subcommittee members discussed whether the brochure should be in Question and Answer format or in Statement format.
- D. The Subcommittee members decided on the following changes:
- i. The word "sworn" will be removed.
 - ii. The term "compliment" will be changed to "commendation."
 - iii. The phrase "chosen by POB..." will be changed to "selected by POB..."
 - iv. The phrase "Recommends..." will be changed to "Reviews and Recommends..."

PO Box 1293

Albuquerque

New Mexico 87103

www.cabq.gov

**Civilian Police Oversight Agency
Police Oversight Board Outreach Subcommittee
Minutes – January 11, 2016 at 2:00 p.m.**

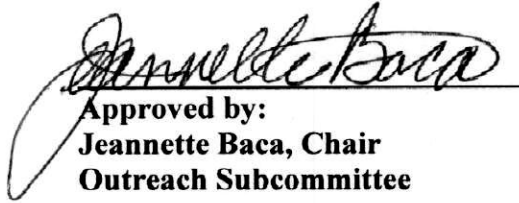
Page 1

- v. The term "forum" will be changed to "Meeting."
 - vi. The section discussing the Board will be moved to go **above** the section that discusses the CPOA.
 - vii. The term "Chain of Command" will be changed to "Chief of Police."
 - viii. The entire paragraph after the bullet points about the CPOA will be removed.
 - ix. The description of the Board will now say, "The Board is made up of nine volunteer citizens."
 - x. "The POB is responsible for overseeing the CPOA and making policy recommendations to APD" will be added.
- E. The Subcommittee discussed adding a line stating that the CPOA does not handle Bernalillo County Sheriff's Office complaints.
 - F. The complaint form portion of the brochure needs to be revised. The form could be abbreviated and state, "Tell us a few words about your problem..." Since the Investigators are required to interview the complainant, it isn't necessary for the citizen to write their complaint in great detail.
 - G. The brochure itself can be used as a complaint form that can be sent in to the CPOA using "no postage necessary" mail service, which the CPOA would pay for. Amanda will look into getting a postage permit for this purpose.
 - H. The statement "...it is assigned a case number and referred to Internal Affairs," needs to be changed to include the CPOA investigation. Amanda will create a bullet point section for the "What happens next" paragraph.
 - I. Some members of the Board will be absent from the upcoming POB meeting, therefore the group photo will be postponed until everyone is present.
 - J. Amanda will make changes and give the Board members a draft for review and will also look into a postage paid brochure.
 - K. Chair Baca will email Amanda a copy of the old logo.

VI. Other Business and Recommendations: None

VIII. Next meeting date: The next regular Outreach Subcommittee meeting is scheduled for Monday, January 25th at 2:00 p.m. in Room 160, Basement of Plaza del Sol.

IX. Adjournment: Subcommittee Member Ring moved to adjourn the meeting. Subcommittee Chair Baca seconded the motion. Meeting adjourned at 3:02 p.m.


Approved by:
Jeannette Baca, Chair
Outreach Subcommittee

11/25/2015

Date

CC: Julian Moya, City Council Staff
Natalie Y. Howard, City Clerk
Dan Lewis, City Council President