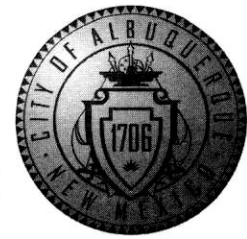


CITY OF ALBUQUERQUE



POLICE OVERSIGHT BOARD OUTREACH SUBCOMMITTEE

Wednesday, December 30, 2015 – 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
Charles Arasim

MINUTES

- I. **Welcome and Call to Order:** Chair Baca called the meeting to order at 2:00 p.m.
- II. **Approval of the Agenda:** Subcommittee Member Waites moved to approve the agenda. Subcommittee Member Baca seconded. Approved.
- III. **Approval of the Minutes:** The minutes from the November 26, 2015 meeting were signed as approved by Chair Baca.
- IV. **Public Comments:** Community Member Charles Arasim addressed the Subcommittee with the following comments:
 - A. Mr. Arasim suggested expansion of the website, in particular getting term limits and minutes on the website. During City Clerk Amy Bailey's term in office she told him they were working on getting all the boards and commissions into the Legistars system. The system is invaluable for people to know what's going on. Last week the case review subcommittee had a discussion about backlogged cases. It may be time for a presentation to City Council as to where things stand and get a little more information out to the public. City Council's agenda is due on Friday. Currently, the only way people know about or see CPOA is on Gov TV. Dr. Ginger gave a presentation about the City Policing Councils to City Council recently. The CPCs may need some direction that the CPOA could possibly give them. The Mayor's office and the City Council have not had any presence at the POB meetings, which is a problem.
- V. **CPOA/POB Brochure Revision:** Chair Baca distributed sample brochures from other Oversight Agencies from around the U.S. The Subcommittee members discussed various possibilities for revising the current brochure:
 - A. A professional graphic designer could be hired to redesign the logo.

Civilian Police Oversight Agency
Police Oversight Board Outreach Subcommittee
Minutes – December 30, 2015 at 2:00 p.m.

Page 1

- B. A four-fold brochure would allow room for both English and Spanish.
- C. The complaint form can be on the brochure. The DOJ requires that the information on the complaint form remain as it is.
- D. The language used on the brochure needs to be accessible to people of varying education levels.
- E. The Subcommittee discussed taking pictures of the Board, the agency, and the community to add to the brochure.

VI. Community Outreach Strategic Plan for 2016

A. Outreach Activities

- i. **Activities** - Chair Baca distributed a timeline of goals that correspond to Department of Justice settlement agreement. NACOLE has a list of outreach ideas. Possibilities include topics that correspond with Martin Luther King Jr. Day, Cinco de Mayo, etc.
 - a. The Subcommittee will have a Special Meeting to go over proposed changes to the Brochure
 - b. The next regular meeting of the Subcommittee will focus on a strategy and a plan for outreach that covers its mission.
- ii. **Social Media** – See next item.

VII. Reports from CPOA

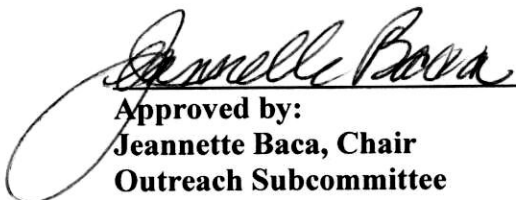
- A. **Amanda Bustos** – The CPOA is now on Facebook and Twitter. Amanda Bustos has plans to create a LinkedIn profile. All meeting minutes have been posted to the website. Goals from Chair Baca will be posted as a draft to the website.
 - i. The Subcommittee would like to take a group picture of the Board at the next POB meeting. **Amanda Bustos will send an email informing Board members that their picture will be taken.**
 - ii. There is a link on Facebook for people to submit a complaint or compliment about APD. The link sends the report to Edward Harness and the Agency.
- B. **Edward Harness** –
 - i. Director Harness would like to get the Citizen Policing Councils to be an agenda item for the POB.

- ii. Director Harness is tentatively scheduled to give the annual report at the City Council meeting in February.
- iii. Director Harness is setting up a quarterly meeting with City Council as per the Ordinance.
- iv. Director Harness is using twitter to post relevant articles about police oversight, which will automatically be posted to Facebook, as well.

VII. Other business and Committee recommendations: Chair Baca would like members to think about ways to have outreach encompass more than just social media.

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. **A Special Outreach Subcommittee Meeting is scheduled for Monday, January 11, at 2:00 p.m. to go over changes to brochure, in Basement Hearing Room 160 of Plaza del Sol.**

IX. Adjournment: Subcommittee Member Waites moved to adjourn the meeting. Subcommittee Member Ring seconded the motion. Meeting adjourned at 3:05 p.m.


Approved by:
Jeannette Baca, Chair
Outreach Subcommittee


Date

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