

**CIVILIAN POLICE OVERSIGHT AGENCY BOARD  
POLICY AND PROCEDURE REVIEW SUBCOMMITTEE**

*Dr. William Kass - Chair*

*Tara Armijo-Prewitt*

*Eric Olivas*

*Cathryn Starr*

Edward Harness, CPOA Executive Director

**Thursday, June 4 at 4:30 pm  
By Video Conference**

**Members Present:**

Dr. William Kass

Eric Olivas

Tara Armijo-Prewitt

Chantal M. Galloway

**Members Absent:**

Cathryn Starr

**Others Present**

Diane McDermott, CPOA

Katrina Sigala, CPOA

Valerie Barela, CPOA

Ali Abbasi, CPOA

Robert Carleton, CPC

**Minutes**

- I. Welcome and Call to Order:** Chair Dr. Kass called to order the Policy and Procedure Review Subcommittee meeting at 4:34 pm.
  - a. Member Galloway participated in the meeting for Member Starr.
- II. Approval of the Agenda**
  - a. Agenda approved
- III. Approval of the Minutes from May 7, 2020**
  - a. May 7, 2020 minutes approved
- IV. Conduct and Ethics Policy Review and Edit**
  - a. Review of Board mission and compliance considerations draft presented at the May 21, 2020 Board meeting
    1. Policy and Procedure Subcommittee recommends to move the draft with the proposed edits made by members to present at the next full Board meeting.

**V. SOP Review**

- a. Recent OPA/PPRB meeting SOPs
  - 1. Chair Dr. Kass provided a summary of the recent SOPs discussed OPA/PPRB to the subcommittee.

**VI. Other business**

- a. APD Commander Byrd will present at the next full Board meeting to discuss training on de-escalation techniques for mass gatherings.
- b. Member Olivas recommends to review mass gathering and overtime policies at the next Policy and Procedure meeting.

**VII. Next meeting July 2, 2020 at 4:30pm**

**\*\*\*Member Galloway left the meeting at 6:21 pm\*\*\***

**VIII. Adjournment**

- a. The meeting adjourned at 6:27 pm

APPROVED:

DocuSigned by:

Dr. William J. Kass

August 6, 2020

Dr. William Kass, Chair

Date

Policy and Procedure Review Subcommittee

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

Minutes drafted and submitted by:  
Valerie Barela, Senior Administrative Assistant