MINUTES

I. Welcome and Call to Order: Subcommittee Chair Ring called the meeting to order at 5:00 p.m.

II. Approval of the Agenda:
   A. A motion was made by Subcommittee Member Kass to approve the agenda as written. Subcommittee Member Armijo seconded the motion. The motion was carried by the following vote:
      For: 4- Armijo, Kass, Ring, St. John

III. Approval of the Minutes for November 14, 2017:
   A. A motion was made by Subcommittee Member Armijo to approve the November 14, 2017 minutes. Subcommittee Member St. John seconded the motion. The motion was carried by the following vote:
      For: 4- Armijo, Kass, Ring, St. John

IV. Public Comments: There was no public comment.

V. Outreach Goals and Objectives
   A. Special meeting
      1. In March, Member Armijo looked at the subcommittee's goals and objectives and sent it to the subcommittee (see attachment "A") but did not receive much feedback. Mrs. Bustos had also put together the subcommittee’s ideas for goals, objectives, and structure (part of attachment “A”). Member Armijo suggested that the subcommittee call a special meeting in order to specifically discuss the subcommittee’s goals and objectives.
      2. Member Armijo also distributed a document describing the attributes of goals and objectives (see attachment “B”) and suggested they discuss how they want to proceed.
3. Chair Ring recalled that the POB had a similar meeting in its earlier
days that proved to be a successful model and suggested that Armijo, as
the future chair, should hold a special meeting.
4. Member Armijo asked if they could set a date for the special meeting.
   January 16, 2018 is suggested.
5. Mrs. Bustos mentioned that in this special meeting she would also like
to talk about the types of complaints the investigators are receiving.
   Mrs. Bustos clarified to Member St. John that they would not talk about
specific cases in the closed meeting and would thus stay in compliance.
6. Chair Ring suggested that the third floor meeting room may be an ideal
location for the meeting.
7. Mrs. Bustos recalled that the CPOA is hosting a CPC summit on
   January 17th and suggested they find a new date for the Outreach
Subcommittee special meeting. Director Harness also mentioned that
that week the monitor will be in town. Monday, January 22 from 5:30
p.m. to 7:30 p.m. was accepted as a better date and time for the
meeting.
8. Member Armijo asked that everyone review the attachments regarding
goals and objectives prior to the special meeting in January.

VI. Citizen Policing Council (CPC) Meetings
   A. Member Kass talked about the CPC meeting he attended in which Dr.
      Thom Alena presented on restorative justice. Member Kass felt the
      presentation was well-received.
   B. Member Kass also met with the Police and Community Together (PACT)
team from the SE area command at Kap’s. Also attending were Lt. Paul
   Duran, Sgt. Robert Legendre and Officer David Small. The meeting helped
Member Kass formulate a few ideas about community outreach:
      1. Member Kass thinks Community Outreach should work as closely
with APD as possible; working with PAC groups may be a good way to
do that. Member Kass also felt that it would be good for the CPOA to
get on the agenda of coalition meetings to make it known that the
CPOA exists.
      2. Additionally, Member Kass thinks it would be helpful to reach out to
the police themselves. The Southeast PAC people seemed to agree.
   C. Director Harness provided an update on the coalition meetings. Director
Harness met with Elizabeth Martinez, Luis Salcedo and Paul Killebrew on
Tuesday and for a follow-up conference about CPC meetings.
      1. The CPCs are going to be rudderless; it is unknown if APD has put
anyone in position to help the CPCs. Director Harness proposed that

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someone from the CPOA attend all of the CPC meetings for a few months. The DOJ wants the CPCs to go under the CPOA and push the police out.

2. Director Harness noted that the CPC Summit is occurring on the 17th so that all of the players are in town for the monitoring team. Director Harness warns that the CPOA must be careful to not let the CPCs flounder during this transition time.

D. Chair Ring went to the Valley CPC, which was held in a police academy and the entire meeting was a lecture by Michael Cox about crime in Albuquerque. There were twenty people present—ten were officers and ten were civilians—and there was no opportunity for discussion.

E. Director Harness explained that many of the CPCs are struggling and that the CPOA will have to prop them up during the transition by attending CPC meetings and reminding the CPCs of the settlement agreement paragraphs and their mission.

F. Director Harness discussed the turnover and how the DOJ is going to brief city councilors about things such as the CPC changes.

VII. POB Plans for Southwest Area CPC Meeting
A. Member Armijo restated that there will be a CPC meeting on January 10 for the Southwest Council with Father Mike.

B. Member Armijo said that he had the presentations and asked Mrs. Bustos if she was going to do the presentation. He suggested that Mrs. Bustos take the lead on the presentation.

C. At this CPC, Community Outreach is on the agenda for about thirty minutes. Director Harness noted that the presentation could be catered to the CPC and narrowed to thirty minutes long.

D. Director Harness said he will be giving the presentation to the cadets on Tuesday, December 19 at 9:00 a.m. and he’ll use the PowerPoint presentation if the subcommittee wants to see it.

VIII. Discuss 6-month Goals for Outreach Meetings
A. Chair Ring reasoned that Community Outreach will likely set 6-month goals at the special meeting in January and no further discussion is needed at this meeting.

IX. Other Business.
A. Welcome to Valerie St. John.

B. Member Armijo asked if all of the subcommittees have chairs and vice chairs. Mrs. Bustos and Director Harness explained that there are chairs but no vice chairs because the subcommittees are too small.
C. Director Harness suggested that they get POB member Galloway to join Outreach.

D. The DOJ has asked if Community Outreach is interested in going to the briefings with the new administration and new APD leadership, which will occur on the 19th, 20th, and maybe 22nd of December. The CFOA and POB will be one of the briefing parties.

E. Subcommittee Chair Ring mentioned that he enjoyed his time as chair and was proud that they have finally been able to do more outreach. The other members thanked Chair Ring for his service.

X. Next Meeting.
   A. The Southwest Area CPC will occur on Wednesday, January 10, 2016. The special meeting is planned for January 22, 2018 from 5:30 p.m. to 7:30 p.m. There will not be an additional Community Outreach meeting.
   B. Member Armijo suggested they try to book the third floor room for the meeting on January 22.

XI. Adjournment. A motion was made by Subcommittee Member Armijo to adjourn the meeting. Subcommittee Member St. John seconded the motion. The motion was carried by the following vote:
For: 3 - Armijo, St. John, Ring

The meeting was adjourned at 5:46 p.m.
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Attachments
An Overview of the Office of Citizen Complaint’s Community Outreach Strategic Plan

<table>
<thead>
<tr>
<th>GOALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue to provide information and transparency about the OCC’s services, goals and accomplishments.</td>
</tr>
<tr>
<td>Continue to gather information about policing concerns from community stakeholders.</td>
</tr>
<tr>
<td>Continue building community partnerships with organizations that serve targeted audiences.</td>
</tr>
<tr>
<td>Continue developing linguistically and culturally competent communication resources and tools.</td>
</tr>
<tr>
<td>Continue to evaluate the effectiveness of its outreach program.</td>
</tr>
<tr>
<td>Community groups, especially those historically and statistically more likely to have contact with law enforcement, and communities that may be linguistically and culturally isolated from police services.</td>
</tr>
<tr>
<td>Community organizations and agencies that provide direct services to individuals who will benefit from OCC services.</td>
</tr>
<tr>
<td>City agencies, commissions, and elected officials.</td>
</tr>
<tr>
<td>San Francisco Police Department &amp; Labor Organizations representing San Francisco police officers</td>
</tr>
<tr>
<td>Local schools &amp; universities</td>
</tr>
<tr>
<td>Media</td>
</tr>
<tr>
<td>State, national and international organizations and agencies involved in policing, civilian oversight and policy</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>STRATEGIES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Continue to participate in community forums, district station meetings &amp; other events.</td>
</tr>
<tr>
<td>Continue to provide presentations to relevant organizations</td>
</tr>
<tr>
<td>Continue to partner with other groups to reach larger audiences.</td>
</tr>
<tr>
<td>Increase cultural competency of staff by inviting community organizations to provide training.</td>
</tr>
<tr>
<td>Continue to review bilingual staff time dedicated to interpretation and translation services to determine sufficiency of resources.</td>
</tr>
<tr>
<td>Continue to develop resource materials such as a Guide for Youth, fact sheets, and PowerPoint presentations.</td>
</tr>
<tr>
<td>Continue to enhance website content to include translation of information and materials as well as updated OCC brochures, community locations where complaint forms may be obtained and other informational materials as available.</td>
</tr>
<tr>
<td>Monitor and update the OCC’s online complaint filing system.</td>
</tr>
<tr>
<td>Continue to develop a media strategy to increase the public awareness of OCC’s services.</td>
</tr>
<tr>
<td>Continue to evaluate outreach effectiveness.</td>
</tr>
</tbody>
</table>

Attachment “A”
POLICE CONDUCT OVERSIGHT COMMISSION

- Strategic Plan -
July 1, 2014

OUR OVERALL OBJECTIVES
To assure that police services are delivered in a lawful and nondiscriminatory manner and provide the public with meaningful participatory oversight of police policy and procedure.

OUR MISSION
To be the citizen advisory group the community relies upon to openly discuss policy and procedures of the Minneapolis Police Department, to voice concerns regarding law enforcement/citizen interactions, and the organization that advances credible and meaningful feedback, without obligation to political influences, for the betterment of the City of Minneapolis.

OUR CORE VALUES
Personal Integrity, Independent and Thorough Oversight, Transparency and Confidentiality, Respectful and Unbiased Treatment, Outreach and Relationships with Stakeholders, Agency Self-examination and Commitment to Policy Review, Professional Excellence, Primary Obligation to Community

OUR ACTION STRATEGY

SIX-MONTH GOALS
Host community listening session
Establish queue system
Apprise MPD front office of priority issues
Offsite Commission meeting
Media piece & talking points
Media kit - educate
Adopt mission statement that reflects forward looking vision
Develop cultural awareness training

12-MONTH GOALS
Use-of-Force Research and Study
Coaching Audit with Recommendations
Prioritize Queue System
Chief’s Performance Review
Implement cultural sensitivity training
Establish a regular schedule of listening sessions and off-site meetings
Establish a relationship with community organizations

24-MONTH GOALS
Goals
Video and Body Cameras
Achieve Consistency with Age of Cases

Attachment “A”

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OUR FINDINGS

SUSTAINED MEANS: We agree based on a preponderance (50%) of the evidence that your claim is justified;

NOT SUSTAINED MEANS: We do not agree based on the evidence that your claim is justified;

UNFOUNDED MEANS: There is not enough evidence to support or reject your claim;

EXONERATED MEANS: The officer/employee’s behavior is not a violation of any SOP;

SUSTAINED NOT BASED ON THE ORIGINAL COMPLAINT MEANS: That our investigation uncovered a violation by the officer/employee that was not part of your original complaint.
POLICE OVERSIGHT BOARD
COMMUNITY OUTREACH SUBCOMMITTEE MEETING OF 3/27/17
NOTES ON "STRUCTURE"
PREPARED BY DAVE RING, CHAIR

1. Purpose Statement Suggestion: “Spreading Awareness of the Police Oversight Board’s Existence and Work”.

2. Goals Suggestions:
   A. Schedule 50% of this group’s regular monthly meetings at area community centers or other public gathering sites
   B. Try hard to learn who our “target audience” is.
   C. Form strategic partnerships with other community organizations working toward similar purposes

3. Objectives Suggestions
   A. Develop a 15-minute presentation describing the CPOA/POB for repeated showing
   B. Open regular communication channels with individual City Councilors
   C. Get to know (if possible) our “frequent flyers”
   D. Outreach as inreach – get to know our CPOA staff

4. Timeline Suggestion – Since the make-up of this small group will shift annually, it does not appear that long-term planning is feasible.

Attachment “A”

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POLICE OVERSIGHT BOARD
COMMUNITY OUTREACH COMMITTEE

STRUCTURE

D-R-A-F-T

March 2017

Mission:
To communicate factual information and understanding on the CASA agreement and the Police Oversight Board and Civilian Police Oversight Agency to citizens

GOALS:

1. To educate as many residents as possible on the POB/CPOA and CASA agreement

2. Have a 15/20-minute video made by GOV TV in the studio outlining the roles of the POB and CPOA by Chair Fine and Ed - that can be presented at the beginning of most outreach meetings

3. Have a video presentation made by GOV TV showcasing thee director and charwoman on the CASA agreement and roles of the POB and CPOA. (This could possibly be used by City Councilors in their districts as a tool for information sharing.)

4. To utilize local news media and social media for transparency by which a much larger audience can gain insight and be empowered to attend all meetings of the POB and Outreach Committee.

Attachment “A”
OBJECTIVES:

1. Work with the Community Engagement Specialist (Amanda) to coordinate outreach meetings in all quadrants of the county/city

2. Make a listing of locations where we will present

3. Present the video of the POB/CPOA at all outreach meetings to assist in educating residents on the POB and CPOA and CASA agreement

4. Develop relationship(s) with one or several of the local television stations to help foster the correct information being broadcast to the community

TIMELINES:

General information and ideas to start:

1. First community education outreach effort at the CNM Montoya camps on April 11th, 5:30-6:30

2. Second community education outreach effort at Westside Community Center on May 25th, 6-7pm

3. Third community education outreach effort-Bernalillo County Parks and Recreation Director, deputy and all managers and assistant managers of the parks and recreation department-TBD

4. Begin by the end of April contacting local television stations. Set up meetings with key management staff and reporters

Attachment “A”
GOALS AND OBJECTIVES

A goal is defined as

1. The purpose toward which an endeavor is directed.
2. The result or achievement toward which effort is directed or aimed.

Attributes of goals vs. objectives

Differences in scope

Goals are broader than objectives in the sense that goals are general intentions and are not specific enough to be measured. Objectives are narrow and are set for certain tasks in particular.

Specificity

Goals are general while objectives are specific. Goals are just general intentions towards the attainment of something while objectives are precise actions for accomplishment of a specific task.

Tangibility

Goals may be intangible while objectives ought to be tangible. Goals may be directed at achieving non-measurable things while objectives may be targeted at getting measurable things or tasks.

Comparison chart

<table>
<thead>
<tr>
<th>Goal</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meaning</td>
<td>The purpose toward which an endeavor is directed.</td>
</tr>
<tr>
<td>Example</td>
<td>I want to achieve success in the field of genetic research and do what no one has ever done.</td>
</tr>
<tr>
<td>Action</td>
<td>Generic action, or better still, an outcome towards which we strive.</td>
</tr>
<tr>
<td></td>
<td>Something that one’s efforts or actions are intended to attain or accomplish; purpose; target.</td>
</tr>
<tr>
<td></td>
<td>I want to complete this thesis on genetic research by the end of this month.</td>
</tr>
<tr>
<td></td>
<td>Specific action - the objective supports attainment of the associated goal.</td>
</tr>
</tbody>
</table>

Attachment “B”

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Goal versus Objective comparison chart

<table>
<thead>
<tr>
<th>Goal</th>
<th>Objective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure</td>
<td>Goals may not be strictly measurable or tangible.</td>
</tr>
<tr>
<td>Time frame</td>
<td>Longer term</td>
</tr>
</tbody>
</table>
Collaboration w/ CPC:
- POB + CPC's - Advertise
- Policy recommendations

Act @ Advocate For CPC -
+ Advocacy -
- Graph - Synchronize
- Conduit of Information
- Policy recommendation
- Bridge
- Advocate/Advocacy

Organization/Chart for Outreach:

AVG Complaints
Complaints - Annual Report
Complaints - why does it take so long - 757:
Traffic Acc reports

"T Policy the Policy"
Ed -

Feb 20
5:30-7:30

Elevation Speech -