

**MEETING MINUTES
VALLEY AREA COMMUNITY POLICING COUNCIL
FRIDAY, NOVEMBER 21
10:00 AM
LOS DURANES COMMUNITY CENTER
ALBUQUERQUE, NM**

In Attendance:

- Maxine Cowton, Chair
- Officer Jerome Armijo
- Officer John Burley
- Sergeant Kenneth Johnston
- Benjamin "G.P." Lovato
- Officer Carmelita Michaud
- Dr. Kathleen O'Malley
- Jennifer Rhea
- Joan Wierzba
- Alan Armijo, CABQ Director of Constituent Services
- Jessie Lawrence, CABQ Contract Facilitator

1. Call to Order

Chair Maxine Cowton called the meeting to order at 10:05 AM.

2. Approval of Agenda

There were no additions or changes to the agenda.

Sergeant Ken Johnston stated that, under the guidelines, only two officers are allowed to be voting members of the CPC. Sergeant Johnston moved that Jerome Armijo should be one of the two primary voting officers. G.P. Lovato seconded. The motion passed by voice vote. Mr. Lovato moved that Officer John Burley should be the other primary voting officer. Sergeant Johnston seconded, and the motion passed by voice vote. Mr. Lovato moved that the other two officers, Sergeant Johnston and Officer Carmelita Michaud, should be alternates that vote if the primary voting officers are unable to attend. Officer Burley seconded, and the motion passed by voice vote. Alan Armijo, CABQ Director of Constituent Services, clarified that an APD officer could not serve as chair or vice-chair of the CPC. Sergeant Johnston will act in an advisory role but will not act as vice-chair.

3. Informational Presentation by Alan Armijo

Alan Armijo introduced himself and reported on a number of topics of interest. He thanked everyone on behalf of the mayor's office. He stated that everyone would be receiving information electronically about a background check, which will be paid for by the City. Meeting participants asked who would be responsible for printing, meeting notice, and other administrative tasks; Mr. Armijo said that these responsibilities would go through the Office of Diversity and Human Rights, and said that he would follow up on responsibility for printing materials. He also said that he would follow up on how CPC members could become familiar with the APD Operations Manual, as called for in the guidelines. He said that the Operations Manual is rather long and intense. He did not think that printing them up for everyone was cost effective. He requested that if anyone had suggestions on how to view the manual (electronically or on line) to send the suggestions to him. Mr. Armijo shared his contact information: 768-3011, aarmijo@cabq.gov.

Meeting participants discussed how to distribute meeting minutes. It was decided that the chair will distribute the draft meeting minutes via email when they are complete, and they will be finalized after they are reviewed and approved at the next meeting.

Meeting participants discussed the boundaries of the Valley Area Command and how to communicate with neighborhood associations that exist within the area. Sergeant Johnston said that he would email a map of the Valley Area Command to the chair to be distributed by email, and he said that a crime prevention specialist at the Valley Substation maintained contact information for the neighborhood associations.

4. Approval of Resolution

Jennifer Rhea made a motion to amend the resolution to include the parties responsible for posting meeting information. G.P. Lovato seconded. The motion passed by voice vote.

Officer John Burley made a motion to postpone the approval of the resolution until the next meeting, allowing time to pursue the amendment to the resolution. Mr. Lovato seconded. The motion passed by voice vote.

5. Public Comment

There was no public comment. Meeting participants noted the need to spread the word about the CPC meetings.

6. New Business / Announcements

Jennifer Rhea distributed a document titled "Rough Template for Community Q & A" for discussion. Chair Maxine Cowton suggested that this should be on the agenda

for next month, to allow people time for review. Ms. Rhea said that she would like this to be a rolling agenda item.

Dr. Kathleen O'Malley suggested the need for an agenda item to allow questions and answers among the CPC members. Ms. Rhea made a motion to include a Q & A period on future agendas with discussion not included in the minutes, so information can be shared candidly. Joan Wierzba seconded, and the motion passed by voice vote. Sergeant Kenneth Johnston suggested putting this item at the end of the agenda to put a limit on the length of the discussion.

Ms. Rhea made a motion that a quorum should consist of five people. Officer Jerome Armijo seconded. Ms. Wierzba requested a point of information to clarify that five people meant five voting members, and this was confirmed. The motion passed unanimously.

Ms. Wierzba made a motion to limit regular meetings of the Valley Area CPC to 1 ½ hours. Ms. Rhea seconded. The motion passed by voice vote.

7. Adjournment

The meeting was adjourned at 11:35 AM. The next meeting is scheduled for Friday, December 19, 2014.