

**POLICE OVERSIGHT BOARD  
COMMUNITY OUTREACH SUBCOMMITTEE**

**Tuesday, November 14, 2017 – 5:00 p.m.  
Plaza del Sol Building, 600 2nd Street NW  
Basement Hearing Room, #160**

**Members Present**

Rev. Dr. David Z. Ring III  
Johnny J. Armijo  
Dr. William Kass

**Members Absent**

Valerie St. John

**Others Present**

Executive Director Edward Harness  
Amanda Bustos  
Michelle Contreras

**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 Armijo to approve the agenda. Subcommittee Member Kass seconded the motion. The motion was carried by the following vote:  
**For: 3- Armijo, Kass, Ring**
  - B.** After the discussion during item III, Member Armijo recalled the previous motion [amended the motion] and under number item VII. Other Business add A. Goals and Objectives to be discussed. Member Ring seconded the motion. The motion was carried by the following vote:  
**For: 3- Armijo, Kass, Ring**
- III. Approval of the Minutes for October 17, 2017:**
  - A.** Prior to the approval of the minutes, Subcommittee Member Armijo has several questions regarding items VI, a. and VII. Members discussed adding Goals and Objectives to the standing agenda
  - B.** A motion was made by Subcommittee Member Kass to approve the October 17, 2017 minutes. Subcommittee Chair Ring seconded the motion. The motion was carried by the following vote:  
**For: 3- Armijo, Kass, Ring**
- IV. Public Comments:** There was no public comment.
- V. Discuss Current Outreach Participation**
  - A. Member Participation in Outreach**
    - 1. Dr. Ring.** Dr. Ring is now available to do some participation in outreach and will attend a CPC meeting in the next 30 days. Mrs. Bustos will resend the listing of the meetings of Citizen Policing Council's (CPC).

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**2. Dr. Kass**

- i.** Dr. Kass attended a SE CPC meeting and met with Sgt. Roger Legendre, who is in charge of the Police and Community Together (PACT), to discuss APD's PACT and scheduling a ride-along. A future meeting with Sgt. Legendre will be scheduled and Dr. Kass will email the other subcommittee members to see if they want to attend the meeting.
- ii.** Dr. Kass and his wife are going to attend NE CPC in which someone is going to speak on *Restorative Justice*.

**3. Member Armijo.** Member Armijo has made contact with the President Jeanette Baca of the Alamosa Neighborhood Association to schedule a meeting. However, because of Ms. Baca's illness, they will not have a meeting until January 2018.

**4. Amanda Bustos.** Mrs. Bustos has not gone out to any outreach events for the reason that she has been working on the brochure with Roger with ABQ Graphics.

**5. Director Harness**

- i.** Director Harness met with the African-American Clergy on November 7, 2017.
- ii.** Leon Ward from New Mexico Chapter of the Southern Christian Leadership Conference will be scheduling a meeting with the leaders of the clergy and former of the Dallas Police to discuss concepts of community policing.
- iii.** On November 9, 2017, Director Harness and Amanda Bustos did a presentation at UNM's New Mexico Policing and Planning course.
- iv.** The Daigle training took place from October 30, 2017 through November 3, 2017 in which participants attended from New Mexico, Denver, Portland, and Washington.

**VI. Discuss Outreach Plans for the New Year**

**A. Dr. Ring Resignation from POB and Outreach Subcommittee.** Dr. Ring discussed that he will probably be leaving after the January 2018 POB meeting and asked that the Subcommittee keep that in mind when they are planning for the New Year.

**B. The nomination of Member Armijo for Chair of Outreach Subcommittee.** After Dr. Ring leaves the POB, he has nominated Member Armijo to take his place as chairman of the Community Outreach Subcommittee. Member Armijo has notified POB Chair Fine that he is planning on renewing his membership for the POB for another 3 years and has accepted the nomination of Chair for the Outreach Subcommittee.

**C. Outreach at the Citizen Police Council (CPC) Meetings.**

1. A discussion was had regarding the CPC's, which there are some changes in leadership and are improving. Member Kass discussed attending CPC's to be available to help the CPC's by answering questions, etc.
2. Members discussed utilizing a PowerPoint presentation about the POB/CPOA and presenting to the CPC's. Ms. Bustos will email the members the CPOA PowerPoint, which is about 15 slides/30 minutes. The PowerPoint Presentation covers the history of oversight in Albuquerque from 1978 to present, the settlement agreement, the roles of the people involved in the settlement agreement, the qualifications of being on the Oversight Board, trainings, the CPOA and how the agency is funded.
3. A discussion was had regarding the changes within APD upper level of command when the new Mayor comes into office.
4. Assistant US Attorney Elizabeth Martinez suggested that the CPC Summit to be held during the monitor visit, which will be from January 15, 2017 through January 20, 2017.

**VII. Other Business**

**A. Discussion of Goals and Objectives.** Copies of the goals and objectives and the strategic plan were distributed and discussed. See attachment "A."

1. Members will look at the listing of the goals and objectives and this will be discussed and adopted at the next meeting in December.

**B. APD Recruits and Dropout rate.** Dr. Kass wanted to know the status of the APD Recruits and the dropout rate. Officer Alberti is working on his new presentation. Ms. Bustos will follow up with Officer Alberti.

**C. POB Vacancies.** Discussed the POB vacancies, the application process and the announcement of the vacancies.

**VIII. Next Meeting.** The Community Outreach Subcommittee meeting next meeting will be held on December 7, 2017 at 5:00 p.m.

**IX. Adjournment.** A motion was made by Subcommittee Member Armijo to adjourn the meeting. Subcommittee Member Kass seconded the motion. The motion was carried by the following vote:

**For: Armijo, Kass, Ring**

The meeting was adjourned at 5:55 p.m.

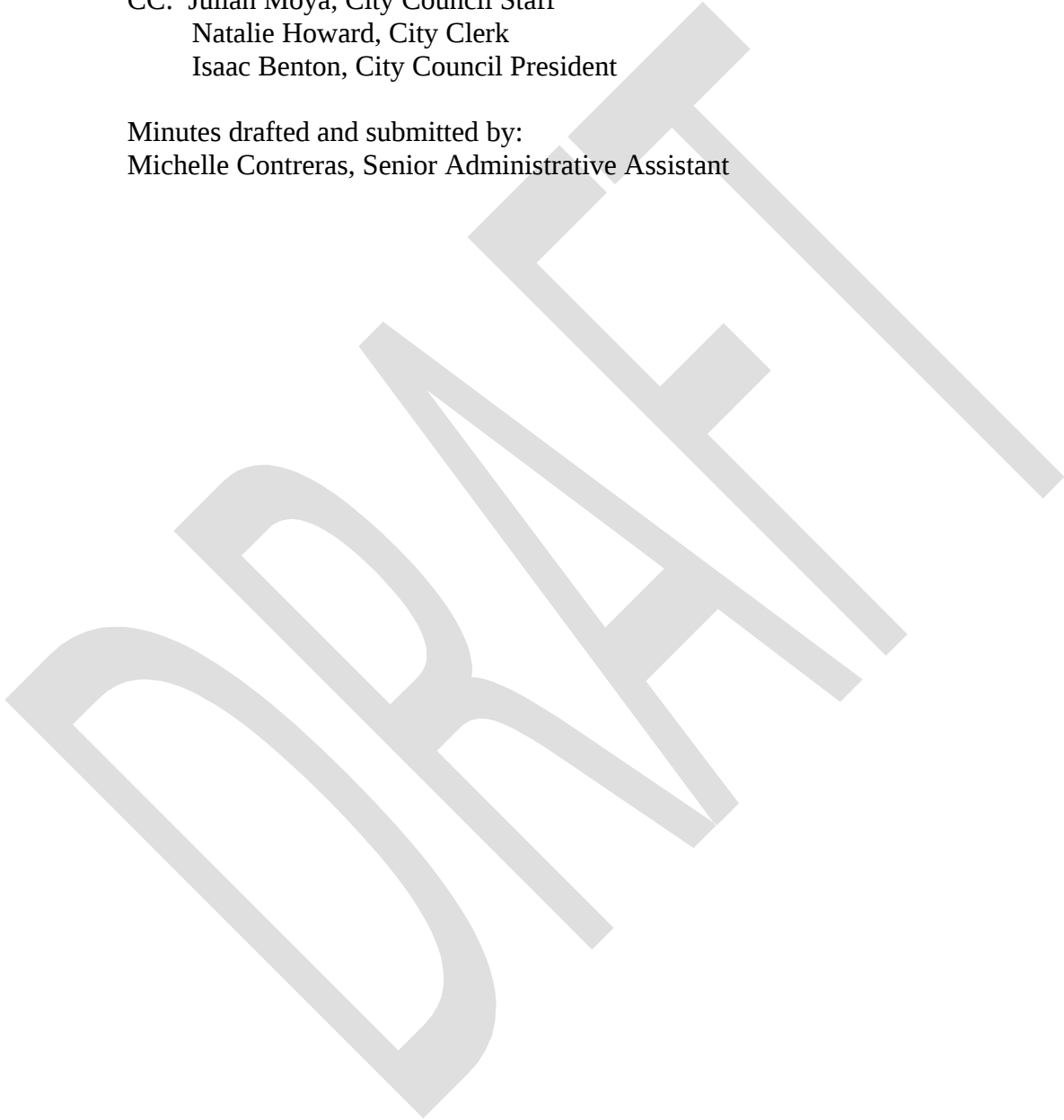
APPROVED:

\_\_\_\_\_  
Rev. Dr. David Z. Ring III, Chair

\_\_\_\_\_  
Date

CC: Julian Moya, City Council Staff  
Natalie Howard, City Clerk  
Isaac Benton, City Council President

Minutes drafted and submitted by:  
Michelle Contreras, Senior Administrative Assistant





# Attachments

DRAFT

Attachment “A”

Attachment “A”

Attachment “A”

Attachment “A”

Attachment “A”

**An Overview of the Office of Citizen Complaint's Community Outreach Strategic Plan**

GOALS	TARGET AUDIENCE	STRATEGIES
<ul style="list-style-type: none"> <li>• Continue to provide information and transparency about the OCC's services, goals and accomplishments.</li> <li>• Continue to gather information about policing concerns from community stakeholders.</li> <li>• Continue building community partnerships with organizations that serve targeted audiences.</li> <li>• Continue developing linguistically and culturally competent communication resources and tools.</li> <li>• Continue to evaluate the effectiveness of its outreach program.</li> </ul>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Community organizations and agencies that provide direct services to individuals who will benefit from OCC services.</li> <li>• City agencies, commissions, and elected officials</li> <li>• San Francisco Police Department &amp; Labor Organizations representing San Francisco police officers</li> <li>• Local schools &amp; universities</li> <li>• Media</li> <li>• State, national and international organizations and agencies involved in policing, civilian oversight and policy</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to participate in community forums, district station meetings &amp; other events.</li> <li>• Continue to provide presentations to relevant organizations</li> <li>• Continue to partner with other groups to reach larger audiences.</li> <li>• Increase cultural competency of staff by inviting community organizations to provide training.</li> <li>• Continue to review bilingual staff time dedicated to interpretation and translation services to determine sufficiency of resources.</li> <li>• Continue to develop resource materials such as a Guide for Youth, fact sheets, and PowerPoint presentations.</li> <li>• 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.</li> <li>• Monitor and update the OCC's on-line complaint filing system.</li> <li>• Continue to develop a media strategy to increase the public awareness of OCC's services.</li> <li>• Continue to evaluate outreach effectiveness.</li> </ul>



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 VISION

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/civilian interactions, and the organization that advances credible and meaningful feedback, without obligation to political influences, for the betterment of the City of Minneapolis.

OUR MISSION

To be the Citizen advisory group responsible for auditing, outreach and policy review of police conduct in Minneapolis and to be a credible public body that becomes the place community members take their concerns of police/community interactions and police turn to for credible feedback.

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

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

Goals: Use-of-Force Research and Study  
Coaching Audit with Recommendations  
Prioritize Queue System  
Chief's Performance Review  
Implement cultural awareness 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

## **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/employees 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.

**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 the 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.

**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 11<sup>th</sup>*. 5:30-6:30
2. Second community education outreach effort at Westside Community Center on *May 25<sup>th</sup>*, 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