



City of Albuquerque
Human Rights Board

Agenda Packet
November 21, 2024

Contents

Agenda – November 21, 2024
(Draft) Meeting Minutes – October 17, 2024
Proposal HRB Resolution No. 2024-99: 2025 HRB Schedule & Annual Report
Proposal Changes to the HRB Operational Rules & Regulations
Proposal Human Rights Award Designs

Thursday, November 21, 2024

5:00 PM MST

Contact: civilrights@cabq.gov

Vincent E Griego Council Chambers

1 Civic Plaza NW

Basement Level

Albuquerque, NM 87102

[Zoom Meeting Information](#)

Meeting ID: **885 1752 4672**

Accommodations: If you have a disability and need accommodation in order to participate in this public meeting, please contact 505-768-3000 or civilrights@cabq.gov. Please request any accommodation necessary at least 72 hours prior to the meeting. Best efforts will be made to provide the requester with their auxiliary aid of choice. If doing so is not possible due to time constraints or other logistical concerns, the city will work directly with the requester to provide an alternate method of accommodation.



City of Albuquerque Human Rights Board Agenda
(Items listed on the agenda may be discussed and acted on out of sequential order)

1. **Call to Order/Introductions**
2. **Approvals**
 - a. [Agenda](#) – November 21, 2024
 - b. [Meeting Minutes](#) – October 17, 2024
3. **Public Comment¹**
4. **Presentation**
 - a. *HRB 50th Anniversary Legacy Project*
5. **Director's Report**
 - a. Office of Civil Rights
6. **Subcommittee Reports**
 - a. Accessibility & Accountability
 - b. Advocacy & Representation
 - c. Integration & Sustainability
 - d. Research, Investigation, & Policy
7. **Discussions & Proposals**
 - a. Discussion: Board Retreat
 - b. *Proposal*: [HRB Resolution No. 2024-99](#)
 - i. Attachment A: [HRB OC-2024-99](#): HRB Elections Annual Report
 - c. *Proposal*: [Changes to the HRB Rules & Regulations](#)
 - d. *Proposal*: [Albuquerque Human Rights Awards – Proposal Certificate Designs](#)
 - e. *Election*: Human Rights Award Nominations & Selections²
 - f. *Election*: 2025 Executive Committee (Board Chair & Vice Chair)
8. **Announcements**
 - a. 2024 - Human Rights Award Recipient(s)
9. **Adjourn**

[Zoom Meeting Information](#)

Meeting ID: 858 1752 4672

*Next Meeting: **November 21, 2024 – 5:00 PM***

¹ Please sign up for public comments with the Office of Civil Rights, 505-768-3000 or civilrights@cabq.gov

² The meeting will be closed briefly during this agenda item. The procedure for closing a Human Rights Board meeting can be found in [HRB Resolution No. 2023-02](#).

**Albuquerque Human Rights Board
Meeting Minutes October 17, 2024**
Vincent E Griego Council Chambers of City Hall

Board Members Present:

Anami Dass, Chair
Kimberly Andujo
Samia Assed
Kate Boulton

City Staff Present:

Charles Davis, Board Attorney
Nina Cooper, OEI
Vanessa Arballo, Bank on Burque

Board Members Not Present:

Larry Hinojos Jr.
Jack Champagne, Vice Chair
Leticia Galvez-Trujillo

Members of the Public:

Dr. Sarita Cargas, UNM Honors

1. Call to Order & Introductions

- a. The Meeting was called to order at 5:12pm by Chair Dass
- b. All who were present introduced themselves.

2. Agenda

- a. Approval of **October 17, 2024 Meeting**
 - i. Motion: Member Boulton
 - ii. Seconded: Chair Dass
 - iii. Unanimously approved
- b. Approval of **Meeting Minutes – September 19, 2024**
 - i. Motion: Chair Dass
 - ii. Seconded: Member Boulton
 - iii. Unanimously approved

3. Public Comment

- a. No Public Comment was made

4. Presentation: UNM Basic Needs Project

- a. Dr. Sarita Cargas, associate professor of Human Rights at UNM Honors College, began the presentation “Statewide Student Basic Needs Workshop.” Key highlights of the presentation included data from 27 participating NM Colleges and Universities. The presentation went into detail about food insecurity, housing insecurity, and homelessness.
 - i. The slide deck is included at the end of these meeting minutes.

5. Director’s Report

- a. Office of Equity & Inclusion
 - i. OCR Director Hiring Process.
 1. Dr. Cooper reported the candidate has been stuck at the Executive stage of hiring and that she had been advised by OEI Director Lara the lack of staff should be resolved by the November 21, 2024 meeting of the HRB.

6. Discussions and Proposals

- a. Subcommittee Activity Reviews

- i. Chair Dass asked for any reports from the subcommittees to be submitted to her to combine for the annual report.
 - b. Pre-meeting for the November HRB
 - i. Chair Dass reminded the board that the elections for Chair and Vice-Chair are next month.
 - c. Discussion of Board Retreat
 - i. Chair Dass asked the board if they would like to have a board retreat. Board Member Assed discussed the last retreat the board had. Members were able to discuss focus areas of what the board was working on at the time. Mr. Davis, the board attorney, suggested that a facilitator would help to build structure.
 - ii. Chair Dass asked if the open meetings act would apply to the board retreat. Board Attorney, Mr. Davis, stated he would research this and follow-up with Chair Dass.
 - iii. Dr. Cooper did inform board that OEI can submit a waiver to avoid fees at any city owned facility that could possibly hold the event.
 - iv. Chair Dass asked Dr. Cooper is there was a budget available for the HRB. Dr. Cooper said she would check on budget availability and would follow-up with Chair Dass.
- 7. Announcements**
- a. Next Human Rights Board Meeting will be November 21, 2024 at 5:00pm.
- 8. Adjournment**
- a. Meeting adjourned by Chair Dass at 6:04pm

Next Albuquerque Human Rights Board Meeting will be Thursday, November 21, 2024.

Chair Anami Dass

Date

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**CITY OF ALBUQUERQUE
HUMAN RIGHTS BOARD
RESOLUTION NO. 2024 – 99**

**NOTICE REQUIREMENTS FOR MEETINGS OF THE BOARD and APPROVING THE
2024 HUMAN RIGHTS BOARD REPORT**

WHEREAS, § 10-15-1(B) (NMSA 1978) of the Open Meetings Act states that “[A]ll meetings of a quorum of members of any board, commission, administrative adjudicatory body or other policymaking body of any state agency, any agency or authority of any county, municipality, district or any political subdivision, held for the purpose of formulating public policy, including the development of personnel policy, rules, regulations or ordinances, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of any board, commission or other policymaking body are declared to be public meetings open to the public at all times except as may be otherwise provided in the Constitution of New Mexico, or the provisions of the Open Meetings Act;” and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, §10-15-1(D) of the Open Meetings Act requires the Board to determine annually what constitutes reasonable notice of its public meetings; and

WHEREAS, § 2-6-1-4(B) (ROA 1994) of the City of Albuquerque Public Boards, Commissions and Committees Ordinance requires that every public board, commission or committee created by the City of Albuquerque must determine what is reasonable notice to the public of its meetings; provided that in no event shall notice be less than the notice required for Albuquerque City Council meetings; and

WHEREAS, § 11-3-5(I) of the City of Albuquerque Human Rights Ordinances requires that the Albuquerque Human Rights Board “submit annually a written report of its activities and an evaluation of the effectiveness of this article to the City Council and Mayor with recommendations for changes.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ALBUQUERQUE HUMAN RIGHTS BOARD that this annual resolution are hereby approved.

SECTION 1. REGULAR MEETINGS

(A) Unless otherwise specified, all meetings of the Board shall be held in [Vincent E. Griego Council Chambers on the Basement Level of 1 Civic Plaza NW, Albuquerque, NM 87102](#) (“City Council Chambers”).

(B) Regular Meetings of the City of Albuquerque Human Rights Board in the year 2025 shall occur starting at 5:00 PM Mountain Standard Time on the following dates.

- 41 - Thursday, January 16, 2025
- 42 - Thursday, February 20, 2025
- 43 - Thursday, March 20, 2025
- 44 - Thursday, April 17, 2025
- 45 - Thursday, May 15, 2025
- 46 - Thursday, June 26, 2025 (*Moved to the 4th Thursday to observe Juneteenth*)
- 47 - Thursday, July 17, 2025
- 48 - Thursday, August 21, 2025
- 49 - Thursday, September 18, 2025
- 50 - Thursday, October 16, 2025
- 51 - Thursday, November 20, 2025

52 (C) The agenda for a regularly scheduled meeting shall be available to the public at
53 least 72 hours (3 days) prior to such meeting. Copies of the agenda will be
54 available to the public at [www.cabq.gov/office-of-equity-and-](http://www.cabq.gov/office-of-equity-and-inclusion/civilrights/human-rights-board/)
55 [inclusion/civilrights/human-rights-board/](http://www.cabq.gov/office-of-equity-and-inclusion/civilrights/human-rights-board/)

56 **SECTION 2. SPECIAL MEETINGS.**

57 (A) Special meetings of the Board may be called by the Chairperson of the Board
58 or by a majority of the Board members upon three (3) days advance notice. The
59 agenda for a special meeting will be available to the public at least seventy-two
60 (72) hours prior to a special meeting.

61 (B) The agenda for a special scheduled meeting will be available to the public at
62 least 72 hours (3 days) prior to such meeting. Copies of the agenda will be
63 available to the public at [www.cabq.gov/office-of-equity-and-](http://www.cabq.gov/office-of-equity-and-inclusion/civilrights/human-rights-board/)
64 [inclusion/civilrights/human-rights-board/](http://www.cabq.gov/office-of-equity-and-inclusion/civilrights/human-rights-board/)

65 **SECTION 3. EMERGENCY MEETINGS**

66 Emergency meetings of the Board will be called only under unforeseen circumstances
67 that demand immediate action by the Board to protect the health, safety and property of
68 citizens or to protect the public body from substantial financial loss, pursuant to the
69 Open Meetings Act, NMSA 1978, Section 10-15-1 (F). The Board will avoid holding
70 emergency meetings whenever possible. Emergency meetings may be called by the
71 Chairperson or a majority of the Board members upon twenty-four (24) hours' notice,
72 unless threat of personal injury or property damage requires less notice. Public notice
73 for an emergency meeting shall include an agenda for the emergency meeting.

74 **SECTION 4. PUBLIC NOTICE.**

75 Public Notice for all meetings described in this resolution, public notice requirements are
76 met if:

77 (A) The notice contains the date, time and place of the meeting is posted for public
78 viewing in the following location(s): in the 1st 67 floor lobby of the Albuquerque
79 Government Center at 1 Civic Plaza NW, Albuquerque, NM 87102, unless
80 posting such notice is made impossible due to ongoing public health restrictions
81 or other legal limitations. An electronic copy of the notice will be posted on the
82 City website at <https://www.cabq.gov/civilrights/events> and this website address
83 may change from time to time as needed by the City or the Board.

84 (B) Notice shall be provided in the following language(s):

- 85 a. English; and
- 86 b. any requested language.

87 (C) Notice shall include the following text:

88 "NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and need
89 an accommodation in order to participate in this public meeting, please contact
90 the Office of Civil Rights at 505-768-4595 or civilrights@cabq.gov. Please
91 request any accommodation(s) necessary at least 72 hours prior to the
92 meeting. Further advance notice is preferred if possible, and you may request
93 accommodation(s) up to 10 days before the meeting. Best efforts will be made
94 to provide the requester with their auxiliary aid of choice. If doing so is not
95 possible due to time constraints or other logistical concerns, the city will work
96 directly with the requester to provide an alternate method of accommodation."

97 SECTION 5. CANCELLATIONS

98 (A) Notice of Cancellations of meetings of the Board and notice of different meeting
99 times and/or dates and/or locations, may be announced at prior meetings of the
100 Board. Sudden cancellations of meetings may occur if a quorum of Board
101 members cannot or unexpectedly fail to attend a previously scheduled meeting
102 time. Different meeting dates and times may be needed if a regularly scheduled
103 meeting date (such as a Monday) is a federal, state or city holiday and City
104 offices are closed that day. Different meeting dates and/or times and/or
105 locations may be needed for a regularly scheduled meeting date if there is
106 inclement weather, or if the meeting location is not available for use, or for other
107 reasons.

108 SECTION 6. COMMITTEES

109 (A) If any committees are formed that are delegated the authority to make
110 decisions on behalf of, formulate recommendations that are binding in any legal
111 or practical way on, or otherwise establish policy for the public body, shall be
112 equal to that specified in Section 4 of this resolution.

113 (B) Subcommittees are not required to shall be equal to that specified in Section 4

- 114 of this resolution only if they are:
- 115 1. Not be comprised of more than 3 Human Rights Board members
 - 116 2. Not be delegated the authority to make decisions on behalf of; and
 - 117 3. Not formulate legally binding recommendations; and
 - 118 4. Not otherwise autonomously establish policy for the board.

119 **SECTION 7. CLOSED MEETINGS.**

120 The Board may close an otherwise Open Meeting of the Board to the public only if the
121 subject matter of such discussion or action is exempted from the open public meeting
122 requirement under Section 10-15- 1(H) (NMSA 1978) of the Open Meetings Act.

123 (A) If any open meeting is closed, the closure shall be approved by a majority vote
124 of a quorum of the Board taken during the open meeting. The specific provision
125 of law authorizing the closed meeting and the subject(s) to be discussed shall
126 be stated with reasonable specificity in the motion to close the meeting to public
127 observation and the vote of each individual member on the motion to close the
128 meeting shall be recorded in the minutes in a roll call vote. Only those subjects
129 specified in the motion to close the meeting may be discussed by the Board in
130 the closed meeting.

131 (B) If a closed meeting is conducted when the Board is not in an open meeting, the
132 closed meeting shall not be held until a written public notice of the meeting of
133 the Board, appropriate under the circumstances, stating the specific provision
134 of law authorizing the closed meeting and the subjects to be discussed with
135 reasonable specificity, is given to Board members and to the public.

136 (C) Following completion of any closed meeting, the minutes of the open meeting
137 that was closed, or the minutes of the next open meeting of the Board if the
138 closed meeting was separately scheduled, shall state whether the matters
139 discussed in the closed meeting were limited only to those specified in the
140 motion to close the meeting or the public notice of a closed meeting.

141 (D) Except as provided in Section 10-15-1(H) (NMSA 1978) of the Open Meetings
142 Act, any action taken as a result of discussions in a closed meeting shall be
143 made by a public vote of the Board in an open meeting.

144 **Section 8. SEVERANCE.**

145 All resolutions, rules or parts of resolutions or rules, inconsistent with this resolution, are
146 hereby repealed only to the extent of such inconsistency. Such implied repeal shall not
147 be construed to revive any resolution, rule or part of any resolution or rule that was
148 previously repealed.

149 **Section 9. ANNUAL REPORT.**

150 The Board hereby approves “OC-2024-99” (**Attachment A**) which includes the
151 “Albuquerque Human Rights Board 2024 Report” for publication on the Board’s
152 webpage and distribution to City Council and the Mayor.

153 **Section 10. EFFECTIVE DATE.**

154 This resolution shall take effect five (5) calendar days after its signing, which shall take
155 place within seventy-two (72) hours of its adoption by a quorum of the Board.

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**CITY OF ALBUQUERQUE
HUMAN RIGHTS BOARD**

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159 **Signature:**

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Anami Dass
Chairperson of the Board

PROPOSAL - NOT YET APPROVED



Anami Dass
Chair of the Board

HUMAN RIGHTS BOARD
City of Albuquerque

[ATTACHMENT A](#)

Office of Civil Rights
505-768-4595
civilrights@cabq.gov

HRB 2024 ANNUAL REPORT

December 10, 2024

FILE NO: HRB OC-2024-99

FROM: Albuquerque Human Rights Board

SUBJECT: 50th Albuquerque Human Rights Board Annual Report (2024)

Distribution:

**Honorable Mayor
Council President
Councilors**

Attachments:

(A) 2024 Albuquerque Human Rights Board Annual Report

Executive Summary

The Albuquerque Human Rights Board was commissioned by the Albuquerque Human Rights Ordinance which went into effect on January 1, 1974. The attached annual report is required § 11-3-5(I) of the Human Rights Ordinance of the City of Albuquerque Code of Ordinances.

Reported activities include a summary of any resolutions/communications adopted by the board between January 1, 2024 and December 31, 2024, a summary of all meetings and hearings held by the board this year, an introductory overview into the structure of the HRB, a roster of board members, a statement from the board chair, and a goalsetting for 2025. While this document was considered by the Board on November 21, 2024, it will be published on International Human Rights Day, December 10, 2024.

Anami Dass, Board Chair

Date



HUMAN RIGHTS BOARD 2024 ANNUAL REPORT

Board Members

Anami Dass, *Chair*

Jack Champagne, *Vice Chair*

Kathryn Boulton

Larry Hinojos Jr.

Kimberly Andujo

Samia Assed

Leticia Galvez-Trujillo, *Immediate Past Chair*

Board Staff

Charles Davis, *Board Attorney*

James Bradley, *former Board Attorney*

Lisa Y. Schatz-Vance, *former Board Attorney*

Jennifer Lucero, *former Paralegal*

Mari Kempton, *former Board Parliamentarian*

Matthew Montoya, *former Board Attorney*

Brian Moore, *former Board Attorney*

Crystal Velarde, *former Program Coordinator*

Dr. Nina Cooper, *Office of Equity & Inclusion Community Empowerment Officer*

Background

The city of Albuquerque established the Albuquerque Human Rights Board in December of 1973 when the Human Rights Ordinance was adopted by the Commission. The Ordinance tasks the board to:

- A. Set such rules and regulations as are necessary for the operation of the Board.
- B. Conduct public hearings upon the request of the City Council or Mayor.
- C. Receive complaints alleging an unlawful discriminatory practice as defined in this article.
- D. Not receive a complaint that has already been filed with another agency.
- E. Use its best efforts to:
 - Promote mutual trust, understanding and respect among the citizens of the Albuquerque community and between the citizens and their governmental agencies.
 - Endeavor that all citizens may enjoy their rights and pursue their opportunities on an equal basis without unlawful discrimination.
 - Conduct programs of research and investigation into the existence, cause, prevention, and remedy of inter-group tensions and hostility, and prejudice and discrimination within the community and to inform and educate the citizens as to the results of such research and investigation.
 - Conduct programs of information and education within the community so as to advise citizens of their existing rights and opportunities and the means by which they may lawfully be attained.
 - Work in close cooperation with all agencies within the community whose aims or activities are consistent with the purpose of the HRO.
 - Provide review of all existing and proposed ordinances and policies which relate to the objectives of Article VIII of the Albuquerque City Charter.
- F. Work with governmental agencies and community organizations to carry out the purpose of Article VIII of the City Charter.
- G. Make recommendations to the City Council based upon its findings concerning problems occasioned by prejudice and discrimination in all fields of human relations and recommend corrective action to aid in carrying out the purpose of Article VIII of the City Charter.
- H. Submit an annual written report of its activities and an evaluation of the effectiveness of the HRO to the City Council and Mayor with recommendations for changes.
- I. Review and make recommendations to the Mayor, City Council, or Chief Administrative Officer regarding the City Affirmative Action Plan and Programs; city department, division, agency, and program affirmative action plans; and affirmative action guidelines for City contracts.
- J. Conduct investigations, monitor, and make recommendations to the Mayor, City Council or Chief Administrative Officer about the city's implementation of such plans or guidelines. Recommend any remedial action necessary for compliance with approved plans or guidelines to the Chief Administrative Officer.

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DRAFT - NOT YET APPROVED

THIS PAGE WILL INCLUDE A LETTER FROM THE BOARD'S CHAIR

DRAFT - NOT YET APPROVED

HRB Roster

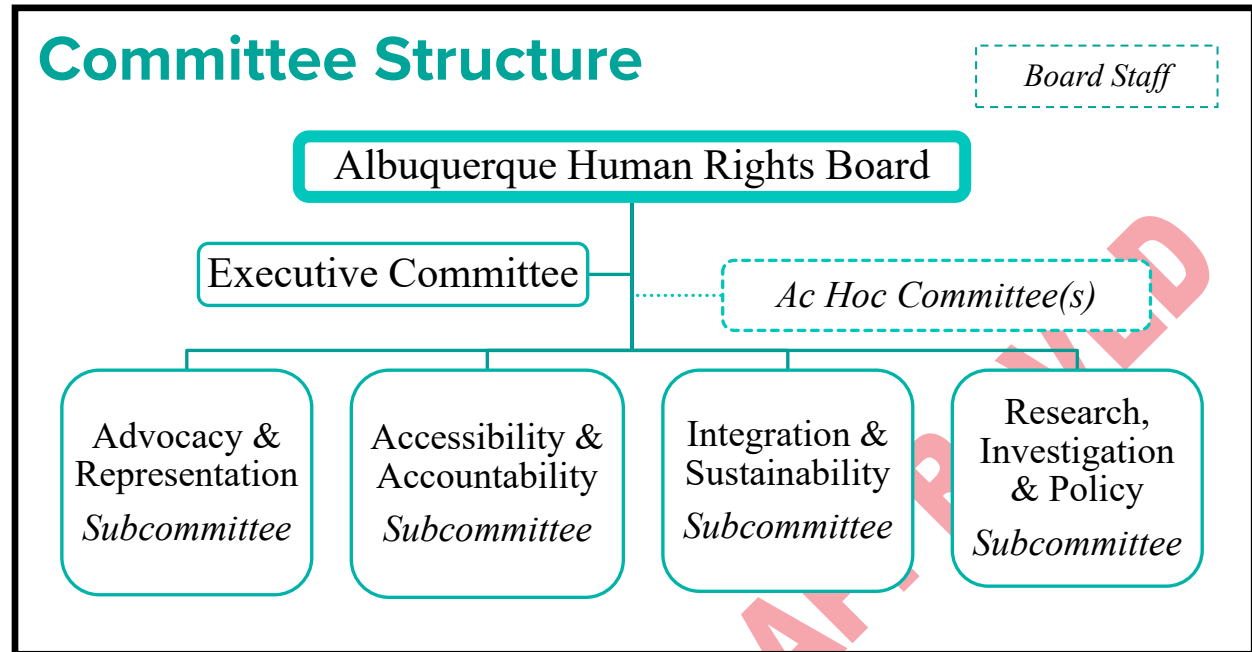
- **Anami Dass** (*District 9*) is a harm reductionist and community organizer in Albuquerque. Her in-depth research practices and evidence based approach to public matters has been present in her work with both national and local organizations like the Transgender Law Center, NM Harm Reduction Collaborative, and HRShare. She conducts research and analysis of worldwide health and rights concerns, and most of her time is spent advocating for the rights of unhoused people and people who use drugs.
 - **Chair 2024**
 - Appointed: 2023
 - End of Term: 2025
- **Jack Champagne** (*District 8*) is a jurist and educator with a long history of working for civil rights. His work with the NM Black Leadership Council as well as the southern poverty law center has equipped him with the passion to work in this field.
 - **Vice Chair 2024**
 - Appointed: 2023
 - End of Term: 2025
- **Leticia G. Trujillo** (*District 9*) is an Outreach Worker at Albuquerque Public Schools, focusing on the McKinney-Vento Program for homeless, unaccompanied, and abandoned youth. Proficient in Spanish, she engages with monolingual Spanish-speaking communities. In previous roles with APS, she led the development of online professional development, creating the Teaching English Language Learners (“TELL”) courses. As a Bilingual Technology Integration Specialist, she collaborated with Apple to enhance accessibility of digital resources for Bilingual communities worldwide. Currently, Mrs. Trujillo serves as President of MANA National Executive Committee and Chairwoman on MANA National Board of Directors. Recognized with the 2023 "Walking the Talk" Leadership Achievement Award. Passionate about empowering youth, Leticia advocates for education, community service, and leadership. Leticia has served as the Immediate Past Chair of the HRB in 2024.
 - Appointed: 2021, 2024
 - End of Term: 2026
- **Larry Hinojos, Jr.** (*District 6*) is a long-time serving community organizer who grew up in the South Broadway Community. He spent his 15-year career working in the sexual and domestic violence field, working to end gender-based violence. Mr. Hinojos has worked with a number of organizations across the state of New Mexico, including Albuquerque RCCNM, Taos CAV, and Santa Fe IMPACT, and currently works around opioid misuse.
 - Appointed: 2021, 2024
 - End of Term: 2026

- **Kimberly Andujo** (*District 6*) has earned 2 associates and a bachelor's degree all the while working full time, raising 2 children, and serving her community. She has volunteered with AmeriCorps Vista through the Mayor's office and has served on the City's Transit Board.
 - Appointed: 2023
 - End of Term: 2025
- **Kate Boulton, JD, MPH**, (*District 7*) is a health and human rights lawyer with nearly 15 years of experience in public interest roles. Currently, she is Senior Legal Technical Advisor to the Vital Strategies Overdose Prevention Program, where she acts as a thought leader on drug policy and public health, focusing on addressing barriers to harm reduction and promoting evidence-based overdose prevention strategies. Kate has worked for the Center for HIV Law and Policy. Boulton has maintained a consistent commitment to the health and rights of marginalized communities. Kate earned her JD from Harvard Law School and her Master of Public Health from the University of Michigan.
 - Appointed 2024
 - End of Term: 2026
- **Samia Assed** (*District 9*) is a human rights advocate and spokesperson in the community. She serves in leadership positions and on the Boards of several organizations that work on human rights and social justice issues, including the Albuquerque Center for Peace and Justice, SouthWest Organizing Project (SWOP), Women's March New Mexico, and Poor People's Campaign New Mexico. Having first been appointed to the board in 2018, her tenure on the board will expire at the end of 2024.
 - District 9
 - Appointed 2018, 2022
 - End of Term: 2024

In her 7 years on the Human Rights Board, Samia has led the board as chair and her impassioned advocacy even inspired people who serve on the board alongside her. Assed's patient advocacy for the lives of those in Gaza during the ongoing genocide led to the board's ceasefire resolution (HRB R-2024-02) and a similar resolution being adopted after eight and a half hours of discussion during the Democratic Party of New Mexico's 2024 Pre-Primary Convention.

It has been an honor to have former Chair Assed serve on the Board, and the legacy of the Albuquerque Human Rights Board has been shaped for the better by her presence and leadership.

HRB Structure



Glossary

CABQ: City of Albuquerque

HRB: CABQ Human Rights Board

HRO: CABQ Human Rights Ordinance (§11-3 of the Albuquerque Code of Ordinances)

OCR: CABQ Office of Civil Rights

OEI: CABQ Office of Equity & Inclusion

AA: “Accessibility & Accountability” Subcommittee of the Human Rights Board

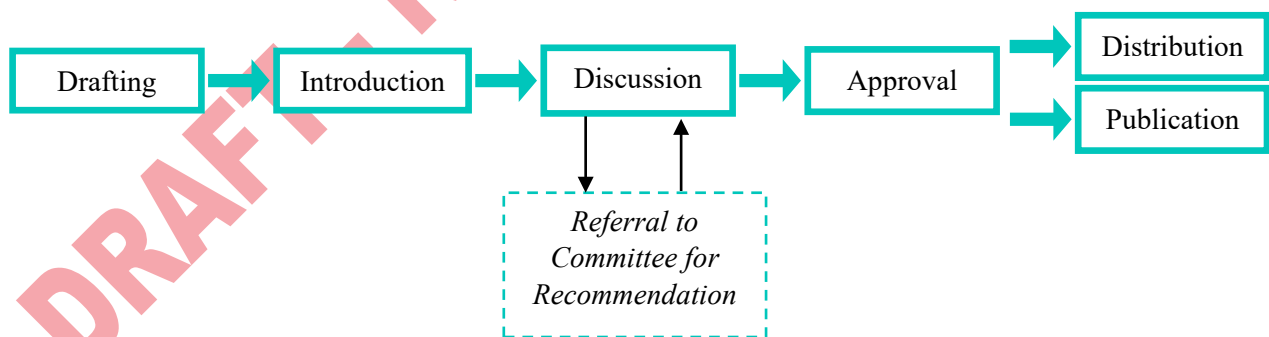
AR: “Advocacy & Representation” Subcommittee of the Human Rights Board

IS: “Integration & Sustainability” Subcommittee of the Human Rights Board

RIP: “Research, Investigation, & Policy” Subcommittee of the Human Rights Board

HRB Process Overview

- **Announcements & Records**
 - **Agenda** attached with any invitation to a Board meeting and published on the Board’s website.
 - **Notice of Public Hearing.** A document describing an upcoming public hearing by the Board posted at least 30 days prior to any hearing.
 - **Minutes** kept by Board staff and approved by the Board during subsequent meetings of the Board
 - **Transcripts** can be requested by the Board for public hearings.
- **Legislation**
 - **Resolutions (HRB R-YYYY-##)**
 - **Administrative**
 - **Amendments (Recommendations for City Legislation)**
 - **Annual**
- **Communication (HRB OC-YYYY-##)**
 - **Preliminary Findings**
 - **Reports**
 - **Awards**
 - **Human Rights Bridge Award**
 - **Miguel Trujillo Unsung Hero Award**
 - **Human Rights Award**
 - **Fair Housing Award**
 - **Affirmative Action Award**
 - **Certificate of Recognition**
 - **Scholarships**



Albuquerque Human Rights Board – 2024 Summary Timeline

January 1, 2024 –Albuquerque Human Rights Ordinance 50th Anniversary

- **January 18, 2024 – Regular Meeting**
 - o Proposal R-2024-01 on Homeless Rights Introduced
 - o Board established an Ad Hoc Committee to create & administer a Cease-fire in Gaza Resolution (Members - Dass & Assed)
 - A series of special meetings were called by the chair to vote on the Ceasefire resolution.

~~January 22, 2024 – Special Meeting~~ - The Board did not meet quorum.

~~January 25, 2024 – Special Meeting~~ - The Board did not meet quorum.

~~January 30, 2024 – Special Meeting~~ - The Board did not meet quorum.

~~February 6, 2024 – Special Meeting~~ - The Board did not meet quorum.

- **February 15, 2024 – Regular Meeting**
 - o Approved and Adopted “Homeless Rights Resolution” (HRB R-2024-01) by a vote¹ of (4-0-2).
 - o Approved and Adopted “Cease-fire in Gaza Resolution” (HRB R-2024-02) by a vote of (4-0-2).
- **March 21, 2024 – Regular Meeting**
 - o Board Discussed CABQ O-2024-5 with City Councilor Rogers (District 6)
 - o Board reviewed HRB R-2024-01 with ACAO Mariela Ruiz-Angel & Maria Wolfe, CABQ Homelessness Innovations Officer, and Councilor Rogers.
- **April 18, 2024 – Regular Meeting**
 - o Board Adopted and Approved Administrative Resolution No. 2024-03 by a vote of (5-0-2).
 - Changes Location to Plaza Del Sol Building
 - o Board Adopted a New Subcommittee Structure establishing Subcommittees on:
 - Accessibility & Accountability (AA)
 - Advocacy & Representation (AR)
 - Integration & Sustainability (IS)
 - Research, Investigation, and Policy (RIP)
- **May 16, 2024 – Regular Meeting**
 - o Board Announced the City’s Adoption of O-24-5: Amendments to the Human Rights Ordinance (Based on HRB R-2023-01)
 - o Board Approved Notice of Public Hearing

¹ Voting records formatted as follows: (# Votes In Favor - # Votes Opposed - # Members Absent)

- Board elected Subcommittee Chairs for 3 of the 4 subcommittees.
 - Advocacy & Representation (Hinojos Jr.)
 - Integration & Sustainability (Andujo)
 - Research, Investigation, and Policy (Boulton)

May 17, 2024 – Human Rights Ordinance Amendments Signed (O-24-5)

Chair Dass & Immediate Past Chair Galvez-Trujillo attended the signing event.

June 20, 2024 – Regular Meeting

- Baruch Campos from Together for Brother Presented Transit Equity
- Board Discussed on “Hate Crimes Amendments” Resolution (R-2024-04)
 - APD Dep. Chief Griego and Aja Brooks, USANM, attended the meeting to discuss the proposal recommendation.

June 22, 2024 – HRB Public Hearing

Board held Public Hearing on Anti-Homeless Sentiment & Discrimination Based on Housing Status at the International District Public Library

July 18, 2024 – Regular Meeting

- Board adopted HRB R-2024-04 recommending amendments to the Albuquerque Hate Crimes Ordinance
- Board discussed preliminary findings to include in a future communication relating to the public hearing.
- Vice Chair Champagne elected chair of the “Integration & Sustainability” subcommittee.

~~**August 15, 2024 – Regular Meeting** - Cancelled due to Technical Issues.~~

September 19, 2024 – Regular Meeting

- Board reviewed and approved its preliminary findings HRB OC-2024-03 with guests from the City Administration and Council.

October 17, 2024 – Regular Meeting

- Dr. Sarita Cargas, Associate Professor of Human Rights for UNM Honors College, presented on UNM Basic Needs Project.

November 21, 2024 – Regular Meeting

- Chair Dass presented the history of the Albuquerque Human Rights Board.
- Board adopted HRB Annual Resolution 2024-99 establishing the 2025 meeting schedule and approving the 2024 Annual Report (OC-2024-99).
- The Board held elections for next year’s Chair and Vice Chair.
 - 2025 Chair Elect:
 - 2025 Vice Chair Elect:
 - Terms begin January 1, 2025, end December 31, 2025

HRB Challenges 2024

1. The Office of Civil Rights (OCR) has not had a Director since November 2023, and OCR has not had a Program Coordinator since January 2024. Meaning that the City's Office of Civil Rights has not been staffed for the duration 2024.²
2. The Board has been assigned 5 interim Board Attorneys, 3 interim Parliamentary Counsel Attorneys, and an interim Paralegal between January 2024 and August 2024, which presented issues for the Board's legal team, and the inconsistency hindered communication between Board and Administration.
3. The Board still lacks legal powers (such as subpoenas).

HRB Successes 2024

- O-24-05 – Adopted by Council & Signed into Law in May 2024. Supported amendments to the HRO to include prohibitions on discrimination based on sexual orientation, gender identity, gender, pregnancy or condition related to childbirth or pregnancy, and physical/mental disability.
- Adopted 5 Resolutions
 - R-24-01: Homeless Rights
 - R-24-02: Ceasefire in Gaza
 - R-24-03: Administrative Resolution
 - R-24-04: Hate Crimes
 - R-24-99: 50th Annual Report
- 1x advisory hearing held at the International District Library
- Increased community presence.
 - 3 KUNM broadcasts
 - 4 City Desk articles
 - 2 Albuquerque Journal articles
 - 1 KRQE Story
 - 1 episode of *NM in Focus* on NM-PBS
- Subcommittee Restructuring – 4 New Subcommittees
 - *Accessibility & Accountability*
 - *Advocacy & Representation*
 - *Integration & Sustainability*
 - *Research, Investigation, & Policy*
- Meeting Location Change from:
 - 4th Floor of City Hall to Lower Level Hearing Room of Plaza Del Sol; and
 - Plaza Del Sol to **Vincent E. Griego Council Chambers.**
- 3x broadcasts on GovTV

² Any continued function of the OCR Discrimination Mediation procedure has been conducted by the City's Legal Department and/or the Mayor's Office in that time. Notably, none of the complaint submitted resulted in a successful mediation or any outcome beyond a referral. The board has not been adequately briefed on the outcomes of any submissions from 2024. This is of grave concern because it means the HRO is not functioning as intended.

- Increased attendance from City personnel including:
 - Michelle Melendez, *former Director - OEI*
 - Vanessa Martinez, *former Chief of Staff*
 - Maria Wolfe, *Homelessness Innovations Officer*
 - Mariela Ruiz-Angel, *former Associate Chief Administrative Officer*
 - Carla Martinez, *Associate Chief Administrative Officer*
 - Jodie Esquibel, *Director - ACS*
 - Paloma Garcia, *Policy Analyst –District 6*
 - Dr. Charlie Verploegh, Ph.D., *Deputy Director of HHH*
 - Vanessa Arballo, *Bank on Burque Program Manager*
 - Commander Jason Sanchez, *APD*
 - Deputy Chief John Griego, *APD*
 - Lauren Keefe, *City Attorney*
 - Dr. Nina Cooper, *Community Empowerment Officer – OEI*
- Special Guests from Community Organizations or other Local Agencies
 - Dr. Sarita Cargas, *Associate Prof. Human Rights, UNM Honors College*
 - Aja Brooks, *Executive Assistant United States Attorney, District of NM*
 - Baruch Campos, *Program Director, Together for Brothers*
 - Nichole Rogers, *City Councilor - District 6*
- Increased Participation from Community Members
 - Ilse Biel, *Community Advocate*
 - Sarah Azibo, *Community Advocate*
 - Holly Mel, *Community Advocate*
 - Lee Shepard, *Community Advocate*
 - Paula Barteau, *Community Advocate*
 - Christine Barber, *Community Advocate*
 - Janus Herrera, *Community Advocate*
 - Ian Menton, *Community Advocate*
 - Gabrielle Keigher, *Big Brothers Big Sisters CNM*
 - Rosemary Blanchard, *Near North Valley Neighborhood Association*
 - Mervyn Tilden, *Community Member*
 - Joanna Lucero, *Community Member*
 - Betty Rice, *Community Member*
 - Eric Perkins, *Community Member*
 - Steven Emmons, *Community Member*
 - Noelle Smith, *Community Member*
- 1x New Board Member
 - Kathryn Boulton
- 1x Renewed Appointment for a Board Member
 - Leticia Galvez-Trujillo, *Immediate Past Chair*

2024 Table of HRB Resolutions & Communications

Document No.	Title	Approval	Status
HRB R-2024-01	Homeless Rights I	2/15/2024	Published
R-2024-02	Cease-fire in Gaza	2/15/2024	Published
R-2024-03	HRB Location Change	4/18/2024	Published
R-2024-04	Hate Crimes Amendments	7/18/2024	Published
OC-2024-03	Preliminary Findings	9/19/2024	Distributed
R-2024-99	Annual Resolution	11/21/2024	Published
OC-2024-99	HRB 50 th Annual Report	11/21/2024	Published

2024 Table of HRB Meetings & Hearings

Date	Type	Notes	Approvals
January 18, 2024	Regular Meeting		-
January 21, 2024	Special Meeting	Cancelled	-
January 25, 2024	Special Meeting	Cancelled	-
January 30, 2024	Special Meeting	Cancelled	-
February 6, 2024	Special Meeting	Cancelled	-
February 15, 2024	Regular Meeting		R-2024-01, R-2024-02
March 21, 2024	Regular Meeting		-
April 18, 2024	Regular Meeting		R-2024-03
May 16, 2024	Regular Meeting		Notice of Public Hearing
June 20, 2024	Regular Meeting		-
June 22, 2024	Public Hearing		-
July 18, 2024	Regular Meeting	Broadcast	R-2024-04
August 15, 2024	Regular Meeting	Cancelled	-
September 19, 2024	Regular Meeting	Broadcast	OC-2024-03
October 17, 2024	Regular Meeting	Broadcast	-
November 21, 2024	Regular Meeting	Broadcast	R-2024-99, OC-2024-99

2025 HRB Goalsetting

The following points are goals being considered by the board, and are not binding as they may change over time:

- Board Retreat so the board can engage in Teambuilding Discussions in a less formal setting and review the HRO, HRB History, HRB Subcommittee Structure, City Structure, Parliamentary Procedures,
- Review MOU between HRB and Navajo Nation Human Rights Commission.
- Restarting the Albuquerque Human Rights Awards.
- Improving the onboarding process for future employees who are unfamiliar with the board.

~~Human Rights Board ~ Operational Rules & Regulations~~

~~● HRB Operational Rules~~

- ~~○ Be responsive to Crystal regarding attendance for quorum purposes~~
- ~~○ Attendance must be in-person unless sick or traveling or if physical disabilities effect your in-person attendance.~~
- ~~○ Cameras on at all times during recorded session~~
- ~~○ Use reactions and wait for acknowledgment by the board chair before entering conversation~~
- ~~○ Equity of voice~~
- ~~○ Address personal business offline (We are here to serve our community)~~
- ~~○ Be respectful of each other and our community~~
- ~~○ Maintain professionalism at all times~~

CITY OF ALBUQUERQUE **HUMAN RIGHTS BOARD** **OPERATIONAL RULES**

PURPOSE: The purpose of the Human Rights Board (HRB or Board) is to promote the Albuquerque Human Rights Ordinance (HRO), which is the city law prohibiting discrimination in the areas of housing, public accommodation, and employment on the basis of a protected status **AS LISTED IN THE HRO. THE BOARD ALSO IS TASKED WITH FULFILLING CERTAIN OBLIGATIONS ESTABLISHED IN THE HRO.** The following operational rules were created to establish guiding principles for those who participate as an HRB member or attending an HRB meeting.

~~I. DUTIES OF THE HUMAN RIGHTS BOARD~~

~~A. The Human Rights Board shall:~~

- ~~1. Set rules and regulations as are necessary for the operation of the Board.~~
- ~~2. Conduct public hearings upon the request of the City Council or Mayor upon such matters as the City Council or Mayor may from time to time direct.~~
- ~~3. Receive complaints alleging unlawful discriminatory practice as defined by the HRO in coordination with the staff director.~~
- ~~4. The Board shall advise complainants of resources available to them for resolution of their problem.~~
- ~~5. Use the Board's best efforts to:~~
 - ~~a) Promote mutual trust, understanding and respect among members of the Albuquerque community and between them and governmental agencies;~~
 - ~~b) Endeavor that all constituents may enjoy their rights and pursue their opportunities on an equal basis without discrimination;~~

- ~~e) Conduct programs of information and education within the community so as to advise them of their existing rights and opportunities and the means by which they may lawfully be attained; and,~~
- ~~d) Work in close cooperation with all public and private agencies within the community whose aims or activities are consistent with the purpose of the HRO.~~
- ~~6. Review all existing and proposed city ordinances and policies which relate to civil rights.~~
- ~~7. Recommend to the City Council concerning problems of prejudice or discrimination and corrective action.~~
- ~~8. Work with the Office of Civil Rights (OCR) to produce an annual report of activities and an evaluation of the HRO's effectiveness to the City Council and Mayor with recommendations for changes.~~
- ~~B. The HRB may:~~
 - ~~1. Hold hearings, request witness appearances and the production of relevant evidence relating to any matter under investigation or in question before the Board.~~
 - ~~2. Investigate or study human relations as in the judgment of the Board in effectuating the general purposes of the Board.~~
 - ~~3. Recommend to the City Council and Mayor legislation to aid in carrying out the purposes of the HRO.~~
 - ~~4. Issue complaints through or in collaboration with the OCR when it has reason to believe an HRO violation occurred.~~

~~II. PROMULGATION OF~~ I. RULES AND REGULATIONS

- A. Notice of the Board's intention to consider the adoption of a rule or regulation shall be given by posting in the lobby of City Hall, posting notice electronically on the City Clerk's website dedicated to the schedule of rulemaking hearings and meetings of public boards, commissions and committees and by giving written notice to the Mayor and the Chief Administrative Officer.
- B. All such notices shall be given at least 14 days prior to the meeting at which the proposed rule or regulation will be considered and shall be in addition to the notice to be given to the public pursuant to division (B)(2) of Public Boards, Commissions and Committees Ordinance (~~Sections~~ § 2-6-1-1 et seq. ROA 1994).
- C. All such notices shall state the time and location of the meeting and contain a brief description of the proposed rule or regulation and a location where the full text of the proposed rule or regulation may be obtained.
- D. The meeting, at which the proposed rule or regulation is considered, shall be open to the public and any person may give testimony in favor of or in opposition to the proposed rule or regulation, whether such testimony is given orally or in writing. In considering the proposed rule or regulation, the Board shall give due consideration to all such testimony.

- E. All rules and regulations, and any subsequent amendments to rules or regulations, shall be adopted upon majority vote by the Board.
- F. All rules and regulations adopted by the Board shall be promptly filed with the City Clerk and shall bear the signature of the presiding officer. In addition to filing the signed rule or regulation, the Board shall file the adopted rule or regulation electronically on the City Clerk's website.

~~III.~~ II. MEMBERSHIP

- A. The Board is composed of seven members, all of whom shall be Albuquerque residents. Members are named by the Mayor and appointed with the consent of City Council.
- B. The term of office for an HRB member is three years. The terms of office for each member is maintained by OCR.
- C. Every Board member shall hold office until a successor has been appointed, unless the City Council has voted not to approve that member for reappointment. In such a case, the member shall not serve beyond the date the Board member's current term expires or the date in which City Council votes not to approve the member, whichever is later.
- D. No person shall serve more than two consecutive terms. If a person is appointed to fill an unexpired term of another, that term shall not be considered a term for the purpose of this limitation if the time remaining in the term at the time of the appointment is one year or less.
- E. In the event of a Board vacancy, OCR will facilitate the process of obtaining applicants and coordination with the Mayor's office for recommendation and appointment.
- F. The Board Chairperson may submit a request to the Mayor for the removal of a Board member for any one or more of the following reasons.
 - 1. The member has been absent from three consecutive meetings, unless the absence was excused by the Chairperson. For this purpose, being absent is defined as not being in attendance 75% or more of the duration of each officially called meeting.
 - 2. The member has been absent from more than 50% of the meetings during any twelve consecutive months.
 - 3. The member is incapacitated, neglectful of duty, or commits malfeasance in office, as determined by the appointing entity.
- G. A member who seeks to resign from the Board shall submit a written resignation to the Chairperson or OCR as soon as practicable. If possible, the resignation should allow for a thirty-day notice so that the Board and/or OCR can seek a replacement.

~~IV.~~ III. OFFICERS

- A. The Board shall elect a Chairperson, who is tasked with carrying out the usual duties of the Board and other duties as described in the HRO.
- B. The Board shall elect a Vice Chairperson for the purpose of performing all duties of the Chairperson.

- C. The Board may elect other officer positions as deemed appropriate by a majority vote of the Board.
- D. Officers shall be elected annually by a majority vote of the Board prior to the close of the calendar year. Elected officers shall begin their term the following calendar year.
- E. No officer shall serve more than two consecutive terms.
- F. A member may not hold more than one office at a time.

~~V.~~ **IV.** DUTIES OF OFFICERS

- A. The Chairperson shall preside at Board meetings, appoint all committees, represent the Board at ceremonial functions, and sign meeting minutes once approved by a majority vote of the Board.

~~VI.~~ **V.** AGENDAS

- A. A Board member may place an item on the agenda by oral or written request to OCR at least one week prior to the next HRB meeting. After first consulting with and receiving input from OCR staff, the Chairperson shall approve the agenda for posting.
- B. Draft agenda must be posted on the HRB website at least 72 hours prior to that Board meeting in accordance with the New Mexico Open Meetings Act (Chapter 10, Article 15 NMSA 1978; **HEREFORTH REFERRED TO AS "OMA"**).
- C. Meeting agendas must include, at a minimum, the date, time and place of the meeting and a list of specific items of business to be discussed or transacted at the meeting in accordance with ~~the New Mexico Open Meetings Act (Chapter 10, Article 15 NMSA 1978)~~ **OMA**.

~~VII.~~ **VI.** MEETINGS

- A. The Board meetings shall comply with the ~~New Mexico Open Meetings Act (NMSA 1978, Sections 10-15-1 to 10-15-4~~ **OMA**) and the Public Boards, Commissions and Committees Ordinance (~~Sections § 2-6-1-1 et seq.~~ ROA 1994).
- B. At least once per year, the Board shall determine what is reasonable notice to the public, provided that in no event shall notice be less than the notice required for City Council meetings.
- C. The Board shall meet at least quarterly, but may meet more frequently. An annual schedule of meetings, upon adoption, shall be posted to the City Clerk's website. Any changes to the annual schedule of meetings, notice of special meetings, and notice of emergency meetings, giving the time, date and location of each meeting with a phone number of a contact person for those needing assistance to attend and observe the meeting.
- D. The Chairperson may call a special meeting and the Chairperson shall call a special meeting if requested by 4 or more Board members. The call for said special meeting shall state its purpose.
 - 1. Agenda for a special meeting shall be made available to the public at least 72 hours prior to the meeting unless the meeting is deemed an emergency. If the meeting is an emergency, the Board Chairperson shall

provide notice and the agenda in accordance with ~~the New Mexico Open Meetings Act (Chapter 10, Article 15 NMSA 1978)~~ **OMA**.

- E. Four HRB members constitute a quorum.
- F. If a quorum for a meeting does not convene within 10 minutes of the posted time for the meeting, then the meeting may not be held.
- G. Chair has discretion to add additional 5 minutes.
- H. All board action must be adopted by an affirmative vote of the members necessary to constitute a quorum of the Board.
- I. The Chairperson has the same voting privileges as any other Board member.
- J. Chair will determine the amount of time each speaker is given for public comment.
- K. OCR shall prepare Board minutes. The minutes of the Board shall include the vote of each Board member for each item before the Board and indicate whether a member is absent or failed to vote on an item.
- L. Board minutes shall be filed electronically with the City Clerk upon the approval of such minutes by the Board in accordance with the Public Boards, Commissions and Committees Ordinance (~~Sections~~ § 2-6-1-1 et seq. ROA 1994). The City Clerk shall post all minutes received on the City Clerk's website.
- M. **IF THE CITY IS UNABLE OR FAILS TO PROVIDE STAFF THROUGH OCR, THE BOARD CHAIR OR VICE CHAIR SHALL BE RESPONSIBLE FOR ENSURING THAT THE FOLLOWING OBLIGATIONS ARE FULFILLED IN ORDER TO CONTINUE THE SUCCESSFUL OPERATION OF THE BOARD:**
 - 1. **CREATING & DISTRIBUTING AGENDAS, MINUTES, AND OTHER DOCUMENTS AS NEEDED;**
 - 2. **SCHEDULING MEETING LOCATIONS FOR ALL REGULAR MEETINGS; AND**
 - 3. **PREPARING DOCUMENTS TO PRESENT TO THE BOARD ATTORNEY TO ENSURE COMPLIANCE WITH CITY AND STATE REGULATIONS INCLUDING BUT NOT LIMITED TO THE OPEN MEETINGS ACT AND THE CITY'S BOARD, COMMISSIONS AND COMMITTEES ORDINANCE (§ 2-6-1-1 ET SEQ ROA 1994).**

~~VIII.~~ **VII.** DECORUM

- A. The Board Chairperson shall be the presiding officer of any HRB meeting and is the individual tasked with maintaining decorum. The Vice Chairperson shall preside over an HRB meeting if the Chairperson is absent.
- B. The Chairperson may interrupt a speaker at any time to inform them if they are out of compliance with the operational rules.
- C. Board members should refrain from speaking until recognized by the Chairperson to minimize crosstalk or interruption.
- D. Board members shall refer to other Board members, City staff, and members of the public only in a respectful manner.
- E. Remarks made during an HRB meeting must be confined to the merits of the pending matter.

- F. Board members shall refrain from engaging in debate with members of the public.
- G. **BOARD MEMBERS SHALL REFRAIN FROM DISCUSSING PERSONAL MATTERS DURING BOARD MEETINGS.**
- H. **BOARD MEMBERS ATTENDING REMOTELY THROUGH VIDEOCONFERENCE SOFTWARE ARE ASKED TO TURN THEIR MICROPHONES OFF WHEN NOT SPEAKING AND THEY ARE ASKED TO LEAVE THEIR CAMERAS ON WHENEVER THEY ARE PRESENT FOR THE MEETING.**
- I. The Chairperson may remove a Board member or attendee from a Board meeting if continual offenses to decorum occur or if the offense is so great that failure to remove the individual would prevent the meeting from continuing.

VIII. POWERS OF THE BOARD
THE BOARD MAY:

- A. **HOLD PUBLIC HEARINGS AS OUTLINED IN SECTION IX OF THESE OPERATIONAL RULES AND REGULATIONS.**
- B. **INVESTIGATE OR STUDY HUMAN RELATIONS AS IN THE JUDGMENT OF THE BOARD IN EFFECTUATING THE HRO.**
- C. **MAKE RECOMMENDATIONS TO THE CITY COUNCIL AND MAYOR LEGISLATION TO AID IN CARRYING OUT THE PURPOSES OF THE HRO.**
- D. **ISSUE COMPLAINTS THROUGH OR IN COLLABORATION WITH THE OCR WHEN IT HAS REASON TO BELIEVE AN HRO VIOLATION OCCURRED AS OUTLINED IN SECTION IX-B OF THESE OPERATIONAL RULES AND REGULATIONS.**

IX. PUBLIC HEARINGS

- A. **THE BOARD MAY FROM TIME TO TIME ELECT TO HOLD A PUBLIC HEARING WITHOUT A REQUEST FROM THE CITY COUNCIL OR THE MAYOR.**
 - 1. **THESE HEARINGS SHALL BE REFERRED TO AS “ADVISORY HEARINGS”.**
 - 2. **ADVISORY HEARINGS SHALL BE ORDERED IN A BOARD RESOLUTION THAT IS APPROVED BY A MAJORITY OF THE BOARD.**
 - 3. **ONCE THE RESOLUTION IS ADOPTED, THE AUTHOR OF THE RELEVANT RESOLUTION AND/OR OCR STAFF AND/OR THE BOARD CHAIR SHALL CREATE A NOTICE OF PUBLIC HEARING.**
 - a) **THE NOTICE SHALL CONTAIN INFORMATION ON THE TIME, DATE, LOCATION, AND SUBJECT MATTER OF THE HEARING AS WELL AS DESCRIBE THE PROCESS FOR THE PUBLIC TO PARTICIPATE IN THE HEARING.**
 - b) **ADVISORY HEARINGS MUST BE OPEN TO THE PUBLIC AND MEET ALL THE REQUIREMENTS OF OMA.**
 - c) **AT LEAST A QUORUM OF THE BOARD MEMBERS MUST BE PRESENT IN ORDER TO CONDUCT A HEARING.**

PROPOSAL

For Board consideration during the November 21, 2024 Meeting.

- d) THE HEARING MUST BE CONDUCTED NO SOONER THAN 30 DAYS AFTER THE NOTICE IS PUBLISHED AND NO LATER THAN 60 DAYS AFTER THE NOTICE IF PUBLISHED.
 - 4. ADVISORY HEARINGS SHALL NOT BE RELATING OR PERTAINING TO ANY CRIMINAL ALLEGATIONS. ADVISORY HEARINGS SHALL BE ON A TOPIC THAT IS DECIDED BY THE BOARD.
 - 5. ADVISORY HEARINGS SHALL NOT RESULT IN THE BOARD RULING ANY PARTY GUILTY OF ANY CRIME.
 - 6. ADVISORY HEARINGS MAY RESULT IN A REPORT WHICH MAY OR MAY NOT INCLUDE RELEVANT FINDINGS THAT RELATE TO THE CONTENTS OF THE HEARING.
 - a) THE REPORT SHALL BE DISTRIBUTED BY THE STAFF DIRECTOR TO THE MAYOR AND CITY COUNCIL AND OTHER PARTIES DECIDED BY THE BOARD WITHIN 10 DAYS OF THEIR ADOPTION BY A QUORUM OF THE BOARD.
- B. QUASI-JUDICIAL HEARINGS
- 1. AT THE REQUEST OF THE STAFF DIRECTOR, THE MAYOR, OR THE CITY COUNCIL, THE BOARD SHALL HOLD A PUBLIC HEARING RELATING TO A SPECIFIC INCIDENT WHEREIN THE AGGRIEVED PARTY HAS FILED A COMPLAINT WITH OCR.
 - a) HEARINGS OF THIS NATURE SHALL BE REFERRED TO AS “QUASI-JUDICIAL HEARINGS” OR “PROCEDURAL HEARINGS” AS THESE ARE THE ONLY SITUATION WHERE THE BOARD WOULD PRODUCE A RULING.
 - b) PROCEDURAL HEARINGS SHALL BE CONDUCTED IN THE MANNER DESCRIBED IN § 11-3-6 AND § 11-3-9 OF THE HRO.

The City of Albuquerque Human Rights Board

Presents this

Human Rights Bridge Award

to

Recipient Name

in recognition of

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First Last,
Human Rights Board, Chair



Date

The City of Albuquerque Human Rights Board

Posthumously Presents this

Miguel Trujillo Unsung Hero Award

Named in Honor of the Activist, Veteran, and Teacher from the Pueblo of Isleta who secured voting rights for Indigenous New Mexicans in 1948, this award is granted to champions of Civil and Human Rights whose efforts went under-recognized in their time.

to

Recipient Name

In Recognition of Lorem ipsum dolor sit amet, consectetur adipiscing elit. Curabitur ligula quam, porttitor sed finibus eget, hendrerit tempus orci. Nullam venenatis tellus turpis, in eleifend nisi eleifend eget. Sed velit ex, facilisis eget feugiat vel, pharetra vel sem.

First Last,
Human Rights Board, Chair



Date

The City of Albuquerque Human Rights Board

Presents this

Human Rights Award

to

Recipient Name

in recognition of

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First Last,
Human Rights Board, Chair



Date

The City of Albuquerque Human Rights Board

presents this

Certificate of Recognition

Recipient Name

in recognition of

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First Last,
Human Rights Board, Chair



Date