



City of Albuquerque  
**Human Rights Board**

**Agenda Packet**  
March 20, 2025

Contents

Agenda – March 20, 2025

*Draft* Meeting Minutes - January 16, 2025

*Draft* Meeting Minutes - February 20, 2025

Thursday, March 20, 2025

5:00-6:30 PM MST

Contact: [civilrights@cabq.gov](mailto:civilrights@cabq.gov)

Plaza Del Sol Building  
**Lower Level Hearing Room**  
**600 2<sup>nd</sup> Street NW**  
Albuquerque, NM 87102

**Zoom Meeting Information**

Meeting ID: **858 1752 4672**

**Accommodations:** If you have a disability and need accommodation in order to participate in this public meeting, please contact [CivilRights@CABQ.gov](mailto: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
  - b. Meeting Minutes – *January 16, 2025*
  - c. Meeting Minutes – *February 20, 2025*
3. Public Comment<sup>1</sup>
4. Director's Report
  - a. Office of Civil Rights
5. Subcommittee Review
  - a. Accessibility & Accountability
  - b. Advocacy & Representation
  - c. Integration & Sustainability
  - d. Research, Investigation, & Policy
6. Discussions & Proposals
  - a. Discussing the [Amendments to the CABQ Public Board & Commissions Ordinance](#)
  - b. Homeless Rights Initiative Update
7. Announcements
8. Adjourn

Please click the link below to join:

### [Zoom Meeting Information](#)

Meeting ID: **858 1752 4672**

Next Meeting: April 17, 2024

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<sup>1</sup> Please sign up for public comments with the Office of Civil Rights [civilrights@cabq.gov](mailto:civilrights@cabq.gov)



City of Albuquerque  
Human Rights Board  
January 16, 2025 Meeting Minutes

**Board Members Present**

Chair Anami Dass (*District 9*)  
Vice Chair Kathryn Boulton (*District 7*)  
Larry Hinojos, Jr. (*District 6*)  
IPC Leticia Galvez-Trujillo (*District 9*)

**Board Members Not Present**

Samia Assed (*District 8*)  
Kimberly Andujo (*District 6*)  
Jack Champagne (*District 8*)

**Staff Members Present**

Dr. Nina Cooper, *Deputy Director OEI*  
Vanessa Arballo, *Bank On Program Manager*  
Sonya Lara, *OEI Director*  
Charles Davis, *Board Attorney*

**Members of the Public (Speaking)**

This meeting was held via Zoom and Broadcast on GovTV. [Watch the meeting using this link.](#)

**I. Call to Order**

1. Chair Dass called the meeting to order at 5:12 PM on January 16, 2025

**II. Introductions**

1. All members of the Board and Staff introduced themselves.

**III. Approvals**

1. January 16, 2025 **Meeting Agenda**
  - A. Motion: Member Hinojos
  - B. Second: Vice Chair Boulton
  - C. Vote: 4-0-3 (Approved)
2. December 10, 2024 **Meeting Minutes**
  - A. Motion: Chair Dass
  - B. Second: Member Galvez-Trujillo
  - C. Vote: 4-0-3 (Approved)

**IV. Public Comment**

1. No Public Comment was made

## V. Director's Report

### 1. Office of Civil Rights

A. **Staffing:** During the last meeting, Dr. Cooper reported that an OCR prospective candidate had been referred for interview with the 11<sup>th</sup> floor Execs. Unfortunately, that candidate was not as successful during that interview as hoped. As such, we reopened the application process through 12/30/24. Nine (9) applications were received. Of that number, four (4) candidates advanced to interviews that will occur in the next week. Cooper was glad to report there are stronger candidates this round with greater experience. One (1) candidate will be advanced to Executive interview and the interview scheduling will depend upon their calendar availability. Dr. Cooper is hopeful that we will have a new recruit to report by next meeting. OEI is anxious to get this position filled not only to carry the current workload, but also expand upon initiatives hosting workshops on financial literacy, tenant rights, and debt collection laws, reaching diverse audiences.

B. **Board Member Update:** Dr. Cooper has reached out to board members who have been inactive. A Wellness check was sent to Member Andujo via email. According to the statute if member has not engaged after a wellness check, there is an opportunity to reach out to Mayor to appoint a new person to the board to fill that position.

C. **Language Access:** ASL Interpreter services were provided to an incoming member to another City board, who attended 12/10 meeting and is endeavoring to understand best practices as she assumes her new role. We have a pending purchase order open, for the addendum 1:1 meeting with Chair Dass and will follow-up to complete.

### D. Performance

#### i. One-Pager being constructed

- Summary of our Consumer Protection and WP safeguarding residents from unfair and deceptive business practices; education; publications
- Will be published at a later date

#### ii. Tracking

- Tracking and reporting the number of fair housing complaints to OCR, and the outcomes. Also, tracking and reporting referrals to HUD and appropriate service agencies.
  - Q1 – 46
  - Q2 – 21
  - Total of 61

#### iii. Consumer Protection

- Tax Preparer Annual Certification of Acknowledgment
  - Pursuing consultation with Mari Kempton, former CP Manager, to continue to strengthen our understanding of work that has been done in the past and build our capacity on this issue moving forward.
  - Office has spoken previously with Torri Jacobus and Beck Rivera)

iv. Next Two Quarters

- DFCS
  - Collaborate with DFCS to provide training for veterans and service members
  - Provide DFCS with advance copies of training agenda/materials and subsequent participant logs
  - Provide language access services to housing providers
  - Promote HUD Section 3 business Registry - minimum of 10 businesses to register
  - Create fair housing hard-copy posters/pamphlets
  - Ensure fair housing materials are posted electronically at each funded agency's website
- Coordinate with HHH Public Affairs Specialist to update fair housing on the City of Albuquerque website and to make it as user friendly as possible. The information shall include the basics of identifying violation of fair housing and appropriate contact information for questions and complaints.
- Conduct a minimum of two trainings, advertised and available to housing service providers, tenants, landlords, the Apartment Association of New Mexico, members of the public, veterans and service members.
- Training that will provide education and advice regarding discrimination to a minimum of 100 unduplicated individual landlords/tenants on their rights.

## **VI. Discussions**

1. Follow-up regarding the Board Retreat
  - A. Board Attorney Davis confirmed the board has the discretion to have a retreat. Reminded board that the meeting should be published in accordance with the Open Meetings Act requirement
  - B. Vice Chair Boulton discussed how they can utilize the retreat to discuss their priorities for the year as a board. Mentioned that it would be valuable to receive public feedback around which areas the board should prioritize
  - C. Vice Chair Boulton suggested they take the concrete steps to set a date for retreat and date for a draft agenda
  - D. Board Attorney Davis confirmed there needs to be a two week notice in order to comply with OMA
  - E. Board agreed on March 1, 2025 for board retreat
  - F. Member Galvez-Trujillo suggested a focus of housing, specifically youth transitional housing
  - G. Chair Dass mentioned next steps in the homeless rights initiative and planning that out
  - H. Chair Dass will draft agenda based upon the discussion of present board members.

## **VII. HRB Vacancy**

1. Member Assed's second term ended at the end of December.
  - A. Chair Dass asked if board member is able to continue to participate until a new board member is appointed to replace her
    - i. Dr. Cooper said she will need to contact the staff who works directly with commissions and board to find the answer to that question

## **VIII. Subcommittee Reports**

1. Accessibility & Accountability – Member Andujo was not present to provide update
2. Advocacy & Representation Subcommittee – Member Hinojos did receive info with HRB tri-fold. Requested for tri-folds to be printed in multiple languages. Requested 20 of each tri-fold. Dr. Cooper will let Member Hinojos when the tri-folds are available for pick-up.
3. Integration & Sustainability subcommittee – Member Champagne was not present for update.
4. Research, Investigation & Policy Subcommittee – Vice Chair Boulton did not have an update. Did mention she is reviewing the operational reviews and will provide feedback.

**IX. Proposals**

1. HRB Resolution 2025-01: HRB Standards
  - A. Motion to defer to February 20, 2025 meeting: Chair Dass
  - B. Second: Member Hinojos
  - C. Vote: 4-0-3 (Approved)
2. HRB Resolution 2025-02: OCR Discrimination Complaints
  - A. Motion to defer to February 20, 2025 meeting: Chair Dass
  - B. Second: Member Hinojos
  - C. Vote: 4-0-3 (Approved)
3. HRB Resolution 2025-03: APD's Use of Force
  - A. Motion to refer to Research, Investigation & Policy Subcommittee: Chair Dass
  - B. Second: Vice Chair Boulton
  - C. Vote: 4-0-3 (Approved)
4. HRB Resolution 2025-04: Encampment Policy
  - A. Motion to refer to Research, Investigation & Policy Subcommittee: Chair Dass
  - B. Second: Vice Chair Boulton
  - C. Vote: 4-0-3 (Approved)
5. HRB Resolution 2025-05: ABQ Ride Suspension Policy
  - A. Motion to refer to Research, Investigation & Policy Subcommittee: Chair Dass
  - B. Second: Vice Chair Boulton
  - C. Vote: 4-0-3 (Approved)
6. HRB Resolution 2025-06: Metro Security Division
  - A. Motion to refer to Research, Investigation & Policy Subcommittee: Chair Dass
  - B. Second: Vice Chair Boulton
  - C. Vote: 4-0-3 (Approved)

**X. Announcements**

1. MLK celebration weekend. Dr. Cooper provided more details about the events taking place over the weekend.
2. Chair Dass also mentioned the People's March event on Sunday the 19<sup>th</sup>

**XI. Adjournment**

1. Meeting adjourned by Chair Dass at 6:12 pm

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Chair Anami Dass

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Date



City of Albuquerque  
Human Rights Board  
February 20, 2025 Meeting Minutes

**Board Members Present**

Chair Anami Dass (*District 9*)  
Vice Chair Kathryn Boulton (*District 7*)  
IPC Leticia Galvez-Trujillo (*District 9*)  
Jack Champagne (*District 8*)

**Board Members Not Present**

Samia Assed (*District 8*)  
Kimberly Andujo (*District 6*)  
Larry Hinojos, Jr. (*District 6*)

**Staff Members Present**

Dr. Nina Cooper, *Deputy Director OEI*  
Vanessa Arballo, *Bank On Program Manager*  
Charles Davis, *Board Attorney*

**Members of the Public (Speaking)**

This meeting was held via Zoom and Broadcast on GovTV. [Watch the meeting using this link.](#)

#### **I. Call to Order**

1. Chair Dass called the meeting to order at 5:15 PM on February 20, 2025

#### **II. Introductions**

1. All members of the Board and Staff introduced themselves.

#### **III. Approvals**

1. February 20, 2025 **Meeting Agenda**
  - A. Motion: Vice Chair Boutlon
  - B. Second: Member Galvez-Trujillo
  - C. Vote: 4-0-3 (Approved)
2. January 16, 2025 **Meeting Minutes**
  - A. Motion to Table Approval of Minutes: Chair Dass
  - A. Second: Vice Chair Boutlon
  - B. Vote: 4-0-3 (Approved)

#### **IV. Public Comment**

1. No Public Comment was made

#### **V. Presentation: Board History**

1. Presenter was not secured, no presentation took place

#### **VI. Director's Report**

1. Office of Civil Rights
  - A. Staffing: Dr. Cooper reported that an OCR candidate has made it through the 1<sup>st</sup> round of executive interviews. She provided a brief insight to that individual's background.
  - B. Board Member Update: Vacant Seat Policy. If member has not re-engaged after wellness, we may request the Mayor to appoint a new member. Dr. Cooper also confirmed that board members who have completed their term are allowed to participate until they appoint a person to replace that individual. There are 6 people who are interested in joining the Human Rights Board per City Clerk's Office. Those individuals are going through a vetting process so recommendations can be made to the mayor.
  - C. Training: A digital copy of the Leadership Guide for Boards and Commissions has been sent via email. A listing of board trainings will also be distributed.
2. Bank On Burque

- A. Bank On Program Manager Vanessa Arballo provided the board with update on different initiatives that are currently being worked on for Youth & Family Services as well as with Senior Affairs.
- 3. Guaranteed Basic Income
  - A. An overview of the Guaranteed Basic Income work initiative was provided to include details on the two schools in Cohort 1 and projected funding levels.
  - B. Cohorts 2 & 3 will focus on participants of the Job Training Albuquerque and youth aging out of foster .

## **VII. Subcommittee Reports**

- 1. Accessibility & Accountability – Member Andujo was not present to provide update
- 2. Advocacy & Representation Subcommittee – Member Hinojos not present to provide update
- 3. Integration & Sustainability subcommittee – Member Champagne had nothing to report
- 4. Research, Investigation & Policy Subcommittee
  - A. Vice Chair Boulton has been working on revisions to the HRB Rules and Regulations.

## **VIII. Discussions & Proposals**

- 1. (Proposal) HRB R-2025-01
  - A. Motion: Chair Dass
  - B. Second: Member Champagne
  - C. Vote: 4-0-3 (Approved)
- 2. Homeless Rights Initiative
  - A. Discussion on continuing this work will take place at the Board Retreat
- 3. (Proposal) HRB R-2025-06
  - A. Motion: Chair Dass
  - B. Second: Member Champagne
  - C. Vote: 4-0-3 (Approved)
- 4. Board agreed they like the Plaza del Sol location for the HRB Meetings
- 5. Board Retreat discussed location for Saturday, March 8<sup>th</sup> at International District Library. Board Attorney Davis reminded them that we are coming up on the public notice needing to be posted to comply with Open Meetings Act.

## **IX. Announcements**

- 1. Next Human Rights Board Meeting will take place on March 20, 2025 at 5pm at Plaza del Sol Hearing Room.

**X. Adjournment**

1. Meeting adjourned by Chair Dass at 6:10 pm

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Chair Anami Dass

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Date