

2024 MISSING AND MURDERED INDIGENOUS PEOPLES TASK FORCE GUIDELINES

I. INTRODUCTION

In 2024, a Joint Memorial of the New Mexico Legislature charged the New Mexico Department of Justice (“NMDOJ”) with the creation of a task force to investigate, gather information, and provide the Legislature with recommendations regarding the crisis of Missing and Murdered Indigenous Peoples (“MMIP”) in New Mexico.

The Open Meetings Act (“OMA”) applies to all meetings of a quorum of members of any group held for the purpose of formulating public policy, Section 10-15-1 NMSA 1978. This MMIP Task Force (“Task Force”) will not be formulating public policy, but rather, making recommendations to a body who can formulate statutes. As such, OMA does not apply to this Task Force. However, the Task Force shall make efforts to be as transparent as possible, and will provide full updates at the annual meeting, welcoming feedback and criticism.

All meeting agendas, meeting minutes, and documents prepared by the Task Force shall be subject to the Inspection of Public Records Act, Section 14-2-1 NMSA 1978.

II. GOALS AND OBJECTIVES

1. **Update the 2022 State Response Plan.**
 - a. Develop support services for survivors and families.
 - b. Develop education, outreach, and other preventative measures.
 - c. Develop community resources for strong responses.
 - d. Leverage resources for Tribal Judicial Systems.
 - e. Increase law enforcement capacity to prevent, investigate, prosecute, and report MMIP cases.
 - f. Develop standards and capacity for data to be reported and documented accurately and used to support prevention and response.
2. **Provide ongoing legislative recommendations on how to address New Mexico’s MMIP crisis.** Note, the Task Force will **not** lobby the legislature for specific items.
3. Pursue and address any additional objectives identified by the Task Force.

III. MEETINGS

1. Quarterly Meetings

- a. The Chair shall endeavor to set regular quarterly meetings in different communities throughout the state with the option to attend virtually.
- b. Thirty (30) minutes of public comment will be made available at the end of each quarterly meeting.

2. Annual Meeting

- a. An annual meeting shall be held each calendar year to report to the public the current projects the Task Force is undertaking, the work they have accomplished, and request comments and recommendations from the public. Public access and participation will be a focal point the annual meeting.

3. Subcommittee Meetings:

- a. Subcommittee leaders shall schedule meetings as they deem necessary; minimally meeting once per calendar quarter prior to the member-at-large quarterly meeting.

IV. MEMBER RESPONSIBILITIES

1. **Recruitment and Nominations:** Nominations for open positions are accepted by the Chair twice a year, in the Fall/Winter and Spring/Summer, beginning in 2026.

2. Member Tasks and Participation

- a. Advance aims and objectives of the Task Force.
- b. Attend as many Task Force meetings as possible, with the understanding that members that miss two quarterly meetings within the same year shall be subject to replacement.
- c. Prepare for meetings by reviewing the agenda, minutes from previous meetings, and any other documents to be discussed at the upcoming meeting.
- d. Participate in discussions and decisions of the Task Force.
- e. Serve on subcommittees.

3. Removal of Members

- a. Members may be removed from the Task Force for any of the following reasons:
- b. Continued disrespect of other members.
- c. Sabotaging the purpose of the Task Force.
- d. Speaking to media and press regarding anything related to the Task Force.
- e. Sharing confidential information outside of the Task Force meetings.
- f. Missing excessive meetings.

4. Decision-making Process

- a. To hold a meeting, a simple majority of members must be present, including the Chair *or* Co-Chair.

- b. The Task Force will seek consensus in making decisions. In order to achieve this, members will actively strive to understand fellow member's interests and concerns.

5. Outside Communications

- a. Task Force members will not make representations on behalf of the Task Force to media or public officials that have not been vetted by the group and the NMDOJ Director of Communications.

V. SUBCOMMITTEES

1. The composition of the subcommittees shall be designed to reflect the people impacted by the decisions. Subcommittees include a wide range of perspectives and lived experiences. Only appointed members may participate in subcommittee decision-making.
2. Members serving on subcommittees shall attend as many subcommittee meetings as possible, with the understanding that committee members who have excessive absences shall be subject to replacement, review proceedings of the meetings prior to voting on any and all measures, and be prepared to participate fully in meetings.
3. Subcommittees will report back to the Task Force at each quarterly meeting to ensure that their efforts are in accord with the collectively determined tasks.

VI. ADMINISTRATION

1. Document Storage

- a. Meeting documents, agendas, and minutes will be stored in the NMDOJ's internal shared files.
- b. Annual reports and updates will be shared on the public-facing website. The Chair and Co-Chair will coordinate this.
- c. Please note, all notes, drafts and Task Force documentation shall be subject to release under the Inspection of Public Records Act.

2. Public Interaction and Access to Information

- a. Members of the public who wish to have communication with the Task Force and/or the NMDOJ Indian Affairs Division, **shall** complete the "Contact Us" form available on the [NMDOJ website](#)
- b. The following information will be made available to the public:
 - i. The Task Force's current status regarding the progress made to achieve outlined goals.
 - ii. Information on when meetings are held.
 - iii. Annual meeting notes.

- iv. Information on how to nominate someone to the Task Force.

Signature of Chair

Date