

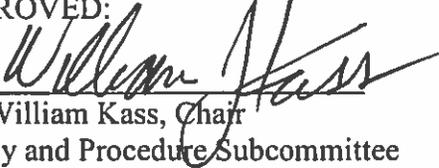
# minutes

Policy and Procedure Review Subcommittee		
9 27 2018	1:07pm -2:43pm	Plaza Del Sol Basement Hearing Rm Abq, NM
Meeting called by	Kass	
Type of meeting	Policy & Procedure	
Facilitator	Harness	
Note taker	Katrina	
Timekeeper	Katrina	
Attendees	Chair Dr. William Kass, Chantal Galloway (in late), Chelsea Van Deventer, Edward Harness and Diane McDermott	
3-41 Complaints Involving Department Policy or Personnel		
	Kass	
Discussion	Discussion on 3-41 regarding changes and adding the Force Investigation Division.	
Conclusions	Discussed 3-41 and any comments are due by October 4, 2018.	
Action Items	Person Responsible	Deadline
Confidentiality of records law for juveniles, standard operating procedure proposal		
	Van Deventer	
Discussion	Member Van Deventer provided a letter of recommendation to Chief Geier	
Conclusions	Member Van Deventer is going to modify the letter to include SOP 2-22 and make recommendation to the Full board on October 11, 2018 meeting.	
Action Items	Person Responsible	Deadline
**** Member Galloway arrived at 1:19pm ****		
Discussion of NM Law Enforcement Academy Board Report		
	Van Deventer	
Discussion	Committee reviewed that APD is in compliance of the recommendations from State Task Force.	
Conclusions	APD is in compliance.	
Action Items	Person Responsible	Deadline

# minutes

Draft Letter SOP 3-52 APD's Policy on Policies		
	Kass	
Discussion	Discussion on were the committee stands on the draft letter SOP 3-52 APD's Policy on Policies.	
Conclusions	Motion by Member Galloway that Policy and Procedure will take no further action. Member Van Deventer second the motion.	
Action Items	Person Responsible	Deadline
Present policy database status and results		
	Kass	
Discussion	Chair Kass gave an update on the policy database created and how it keeps track on SOP's and where they are in the process.	
Conclusions	Next steps are to meet with City IT and find out how the program can become available to board members and CPOA.	
Action Items	Person Responsible	Deadline
Discussion on 3-44		
	Kass	
Discussion	Discussion on SOP 3-41 and 3-44 on previous recommendations from POB to include the oversight ordinance.	
Conclusions	Motion by Member Galloway to withdrawal from the agenda and add at a later time. Member Van Deventer second the motion.	
Action Items	Person Responsible	Deadline
Report from CPOA		
	Harness	
Discussion	Director Harness gave his report on CPOA.	
Conclusions	1. Board Member have received per diem for NACOLE. 2. Dr. Ginger meet over the resolution draft 2-52 3. SOP 2-56 and 2-57 are on hold due to SOP 2-52	
Action Items	Person Responsible	Deadline

APPROVED:

  
Dr. William Kass, Chair  
Policy and Procedure Subcommittee

27 Nov 2018  
Date

CC: Julian Moya, City Council Staff  
Katy Duhigg, Interim City Clerk  
Ken Sanchez, City Council President (via email)

Minutes drafted and submitted by:  
Katrina Sigala, Senior Administrative Assistant