



# CITY OF ALBUQUERQUE

Albuquerque Police Department  
Office of Policy Analysis (OPA)

## Meeting Minutes 18-19

**DATE:** October 4, 2018

**TIME:** 10:00 am – 12:00 pm

**VENUE:** Chief's Conference Room, 5<sup>th</sup> Floor, LEC

### ATTENDEES:

E. Frank Galanis, Risk  
Justin Montgomery, APOA Rep.  
Kim Prince, SOP Liaison  
Julie Maycumber, APD Officer/FS  
Jolene Luna, Implementation Unit Mgr.  
Sofia Torres/ Communications

Sara Haugaard, ISR-UNM  
Charles Poole, APD/PTU  
Jacob Hoisington, APD Academy  
Paul Skotchdopole, CPOA Investigator  
Patty French, Records  
Shaun Willoughby, APOA Representative

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<b>1. SOP 2-4 Use of Respirators</b>		<b>Presented by: Frank Galanis</b>
Discussion:	The Presenter notes that there are no changes made to this policy, it was due for an annual review.	
Action:	1. The draft SOP, as presented, will be posted on PowerDMS for 7 Day Commentary.	

<b>2. SOP 6-5 Prisoner Transport Unit</b>		<b>Presented by: Lt. Poole</b>
Discussion:	The Presenter said that the changes were primarily due to there being an abundance of redundant language. This policy had not been changed in over 10 years and changes made the policy language flow more smoothly. Discussion on the Use of Spit Socks, found on page 10, section 6-5-7 B.8, lead to a recommendation by one of the OPA members to remove this section. This section is covered in SOP 2-82 and having it in both policies is redundant. The same member suggests that a special order be created to update officers about this procedural issue. A question was posed regarding any clear cut rules and regulations in regards to how PTU Officers deal with the public while out in the community in uniform. PTU Officers are put at a disadvantage because in the public they can be	

	<p>mistaken for police officers and asked to do things that are not within the scope of their duties. This issue will be addressed in future revisions of this policy. Language was moved from page 12, because it is not realistic for those who transport prisoners, but may need to add language regarding not leaving the vehicle unattended while prisoners are detained inside the vehicle. Handcuffing is addressed on page 13, this language was removed because PTU Officers will not be handcuffing while putting them into the vehicle. Also, this issue pertains more to training than policy. A request was made to refer to Radio Communications by its formal title which is Emergency Communication Center (ECC).</p>
Action:	<ol style="list-style-type: none"> <li>1. The Presenter, as well as others, will be working on some revisions to this policy to incorporate new language before it will be posted on PowerDMS for 7-Day Commentary.</li> </ol>

<b>3. SOP 1-11 Behavioral Sciences Section</b>		<b>Presented by: Nils A. Rosenbaum</b>
Discussion:	<p>The Presenter made some small changes to better explain the definitions represented in the policy. This policy received input from MHRAC. Language was added in regards to sensitive units mandated by their SOP to receive annual evaluations. Information about working with outside agencies and confidentiality was also added to the policy. The revisions focused on making the policy coincide with the services the department offers and the duties they perform.</p>	
Action:	<ol style="list-style-type: none"> <li>1. The draft SOP, as presented, will be posted on PowerDMS for 7 Day Commentary.</li> </ol>	