



# CITY OF ALBUQUERQUE

Albuquerque Police Department  
Office of Policy Analysis (OPA)

**Meeting Minutes  
18-23**

**DATE:** November 1, 2018

**TIME:** 10:00 am – 12:00 pm

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

**ATTENDEES:**

Jim Edison, Sgt./FS/APD  
William Kass, POB  
Patty French, Records  
Greg Mondragon, Transport Officer  
David Saladin, Lt. /Academy  
Julie Maycumber, APD Officer/FS  
Justin Montgomery, APOA Rep.  
Kim Prince, SOP Liaison

Sara Haugaard, ISR-UNM  
Danyel Mayer, City Legal  
Jolene Luna, Implementation Unit Mgr.  
James Lewis, Mayor's Office/APD  
D. Rivera, Metro  
Z. Cottrell, Traffic  
Sofia Torres/ Communications  
Jenn Chacon, Compliance

1. SOP 2-40 Misdemeanor Traffic and City Ordinance Enforcement		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter noted that changes reflect language updating and corrections.	
Action:	1. The draft SOP as presented with changes was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

2. SOP 2-41 Traffic Stops		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter noted that changes reflect language updating and corrections.	
Action:	1. The draft SOP as presented with changes was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

3. SOP 2-42 DWI Investigations and Revoked/Suspended License		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter noted that changes were related to language updating to reflect current practices set forth by published Special Orders to the field.	
Action:	1. The draft SOP as presented with changes was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

4. SOP 2-43 Roadblocks and Checkpoints		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter saw no need to make any changes, but noted that the definitions in the policy are federal definitions as well.	
Action:	1. The draft SOP as presented was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

5. SOP 2-44 Traffic and Roadway Services		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. There were no changes made to this policy.	
Action:	1. The draft SOP as presented was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

6. SOP 2-46 Response to Traffic Crashes		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	<p>An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter noted that changes reflect language updating and corrections.</p> <p>A discussion occurred regarding section 2-46-4D.1 concerning best practices for responding to crashes occurring on private property. The Presenter will further investigate and make any necessary changes pending the outcome.</p>	
Action:	1. The draft SOP as presented with changes was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

7. SOP 2-51 Safe Driver Award Program		Presented by: Lt. Z. Cottrell Lt. D. Rivera
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis for review. The Presenter noted that changes were minor and reflect language updating and corrections.	
Action:	1. The draft SOP as presented with changes was agreed upon by OPA and will be posted on PowerDMS for 7 Day Commentary.	

