



CITY OF ALBUQUERQUE

Albuquerque Police Department

Office of Policy Analysis (OPA)

MEETING MINUTES: 20-06

DATE: June 3, 2020

TIME: 1:00 pm – 3:00 pm

VENUE: Zoom Meeting

ATTENDEES:

1. Sgt. Hollie Anderson	Armed Robbery Unit
2. No attendance	APD Safety Officer
3. Shawn Willoughby	APOA President
4. Patricia Serna	Policy Manager
5. Dr. William Kass	CPOA Member
6. Diane McDermott	CPOA Member
7. Sharon Walton	APD Policy Consultant
8. Ali Abassi	CPOA Member
9. Jonas Armstrong	APD City Legal
10. Matt Fischer	APOA VP
11. Lt. Dave Saladin	Advanced Training/Academy
12. Edward Harness	CPOA Director
13. Camila Valdez	SOP Liaison
14. Det. Chermaine Carter	SOP Coordinator
15. Greg Mondragon	Prisoner Transport Center

16. No attendance	Records Division
17. Robyn Rose	City Legal
18. Patty French	AFSCME

1. SOP 1-13 Armed Robbery Unit		Presented by: Sgt. Hollie Anderson
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was removed from SOP 5-3 Criminal Investigations Division and updated. Procedures have been updated to reflect current practices. Definitions were added of the different types of robbery the unit actually takes, taken directly from statute. A flow chart has been included as a visual guide for robbery situations to field officers. A unit handbook is also being developed. A discussion was held as to how many cases were assigned per detective, which cases are assigned and how many cases are currently on backlog for the unit. Staffing levels are also part of the on call rotation that is shared by the Homicide Unit. Written statements are no longer taken, only video and audio as recorded by the On-Body Recording Device.	
Action:	1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary.	