

minutes

Policy and Procedure Review Subcommittee		
10.3.2019	12:33pm -2:08pm	Plaza Del Sol Basement Hearing Rm Abq, NM
Meeting called by	Van Deventer	
Type of meeting	Policy & Procedure	
Facilitator	Edward Harness	
Note taker	Katrina Sigala	
Timekeeper	Katrina Sigala	
Attendees	Chair Chelsea Van Deventer, Dr. William Kass, Chantal Galloway(Phoned in), Edward Harness and Diane McDermott.	
OPA Policies		
	Van Deventer	
Discussion	a. 3-41 Complaints involving department personnel (CASA). b. 3-46 Discipline System (CASA)	
Conclusions	a. Chair Van Deventer will brief the Board on 3-41 at the next CPOA Board meeting. b. Subcommittee will recommend to	
	The full board delegation of authority to CPOA to draft a response on SOP 3-46.	
Action Items	Person Responsible	Deadline
APD SOP's sent to CPOA Board after PPRB review and approval		
	Van Deventer	
Discussion	a. 1-61 Internal Affairs Force Division. b. 1-81 Proactive Response Team. c. 2-15 Small Unmanned Aircraft System d. 2-42 DWI Investigations. e. 2-43 Roadblocks and Checkpoints. f. 1-16 Auto Theft Unit. g. 2-49 Inspection of Motor Vehicles. h. 3-31 Physical Fitness Test i. 3-32 Employee Work Plan.	
Conclusions	Chair Van Deventer will draft a letter of no comment for SOP's 1-61, 2-15, 2-42, 1-16, 2-49, 3-32 and also draft a Recommendation letter for the following SOP's 2-43, 3-31 and 1-81 and present at the next full board meeting.	
Action Items	Person Responsible	Deadline
Director Harness follow up with IA on note taking of cases.		
CPOA Board Policy guidance and recommendations		
	Van Deventer	
Discussion	1. Training issues recently presented. 2. "Socially transmitted" Misconduct study and possible policy implications	
Conclusions	1. Motion by Member Dr. Kass to table agenda item VII. 1. & 2. and Chair Van Deventer will add to the agenda at a later Time Chair Van Deventer second the motion.	
Action Items	Person Responsible	Deadline

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Other business		
	Van Deventer	
Discussion	a. Update on Chief's response to recommendations	
Conclusions	Director Harness will follow up on and report at the next CPOA Board meeting.	
Action Items	Person Responsible	Deadline
Provide available dates for Policy and Procedure Meetings.	Katrina	Next Policy and Procedure Meeting
Next meeting November 7, 2019 at 12:30pm		

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minutes

APPROVED:

Chelsea Van Deventer, Chair
Policy and Procedure Subcommittee

Date

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

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

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