

**CIVILIAN POLICE OVERSIGHT ADVISORY BOARD
POLICY AND PROCEDURE REVIEW SUBCOMMITTEE**

Eduardo Budanauro, *Chair*

Zander Bolyanatz, *Member*

Diane McDermott, *Executive Director, CPOA*

Ali Abbasi, *Deputy Director, CPOA*

**Thursday, September 3, 2026 at 3 p.m.
City Hall Annex, 501 Tijeras NW, Suite 2E
CPOA Conference Room**

Minutes

Members Present: *Eduardo Budanaruo, Zander Bolyanatz*

Members Absent: *Diane McDermott, Executive Director, CPOA*

Others Present: *Ali Abbasi, Deputy Director, CPOA, Tashia Baca, Administrative Assistant, CPOA, Gabriel Remer, Policy Analyst, CPOA, Olubiyi (Ty) Omotayo, Contract Compliance Officer, Melanie J. Greenham, Public Speaker*

- I. Welcome and Call to Order.** Chair Budanauro called the Policy and Procedure Review Subcommittee meeting to order at approximately 3:00 p.m.
- II. Approval of the Agenda**
 - a.** A motion was made to approve the agenda as is by Chair Budanauro. Member Bolyanatz seconded the motion. The motion passed.
- III. Public Comment**
 - a.** Melanie Johnson Hope Greenham
 - i.** Member Bolyanatz took note of the SOP's and policies Ms. Greenham was discussing in reference to her case and wanted the Policy and Procedure she asked to review the Board to review.
 - ii.** Member Bolyanatz stated the Board would have to look at in-cycle SOPs and some out-of-cycle SOPs, which the Board does have the ability to do, if they are added to the agenda. He felt it would be beneficial to involve other individuals, including legal, to help with

the review process. Reviewing these SOPs could be a lift in these types of issues since most policies do not integrate with each other, and reviewing these SOP's could help when called upon by Officers in a similar situation to Ms. Greenham's case.

- iii. Member Bolyanatz asked Ms. Greenham to email her notes to Tashia Baca, Administrative Assistant, to have and refer back to. Ms. Greenham did email them during the meeting. Member Bolyanatz told Ms. Greenham to come back next month, and the Board would have Gabe Remer review the listed SOPs and policies.
- iv. Gabe Remer stated they can pull these policies out of cycle for review and recommendation, but the way the ordinance is written, APD is not obligated to respond quickly or in a timely manner unless a letter to the Chief, something they have done before.
- v. Gabe Remer and Member Bolyanatz reiterated the policies and NM Statute Ms. Greenham would like for review at the October meeting.
 - **SOP 2-16 Reports**
 - **SOP 2-60 Preliminary and Follow-Up Criminal Investigations**
 - **SOP 2-66 Victim and Witness Assistance**
 - **SOP 2-74 Submission of Felony Cases to the District Attorneys**
 - **SOP 2-104 Civil Disputes**
 - **New Mexico Statute 30-4-4 Custodial Interference; Penalties**
- vi. Chair Budanauro stated he agreed that there should be other individuals involved and felt legal was definitely a good idea for review and recommendation on these items.

IV. Approval of Minutes from August 13, 2026

- a. A motion was made to approve the August 13, 2026 minutes as written by Chair Budanauro. Member Bolyanatz seconded the motion. The motion passed.

V. APD Policy-Related Activities/Discussion Items:

a. PPRB Drafts Awaiting CPOAB Comment

i. Recommendations

i. SOP 2-103 Trespass Notifications

1. Recommendation #1: If APD wants an expiration period for the notice, verbally explain and remove the requirements, and the Officers explain the period of time.
2. Recommendation #2: If APD does not want an expiration period for the notice, remove the 90-day directive and explain that the form documents an ongoing withdrawal of consent.

ii. No Recommendations

- i. SOP 1-1 Personnel Code of Conduct
- ii. SOP 1-46 Field Training and Evaluation Program
- iii. SOP 1-48 Fiscal Division
- iv. SOP 1-50 Gun Violence Reduction Unit
- v. SOP 1-59 Impact Task Force
- vi. SOP 1-75 Grant Administration Division (GAD)
- vii. SOP 1-90 Investigative Services Division
- viii. SOP 1-91 Tactical Emergency (TEMS)
- ix. SOP 1-92 Special Weapons and Tactics (SWAT)
- x. SOP 2-10 Use of Emergency Communication
- xi. SOP 2-14 Use of Cell-Site Simulator Technology
- xii. SOP 2-37 Meal Breaks

- xiii. **SOP 2-60 Preliminary and Follow-Up Criminal Investigations**
- xiv. **SOP 2-108 Electronic Communications Privacy Act Procedures**
- xv. **SOP 2-113 Custom Notification Gun Buy-Back (CNGBB) Program**
- xvi. **SOP 3-23 Retirement Observance**

b. APD Response to Policy Recommendations [Standing Item]

- i. **SOP 1-6** Patrol Ride-Along Program: CPOA recommended a new section D under 1-6-5 procedure 1-6-5-A-D that was accepted. Section D, Officer Ride-Along Responsibilities, provides two clear, concise instructions for both the Officer and the Patrol Ride-Along participants.
- ii. **SOP 3-46** Discipline System: CPOA submitted several format improvements on the Chart of Sanctions. APD accepted partial recommendations and incorporated one proposed format into published policy. **SOP 3-46** Discipline System: IAPS revised the chart's substance after leadership change and during policy review, providing less severe discipline for minor policy violations.

c. CPC Policy Recommendations [Standing Item]

- i. None

VI. Other Business

- a. Chair Budanauro and Member Bolyanatz requested the CPOAB Policy and Procedure Meeting. Possible date change from October 1, 2026, 3 pm to September 30, 2026, 2 pm.

VII. Next Meeting Thursday, October 1, 2026 at 3 pm.

VIII. Adjournment

- a. A motion was made to adjourn the meeting by Chair Budanauro. Member Bolyanatz seconded the motion. The motion passed.

- b.** The meeting was adjourned at approximately 3:38 p.m.

APPROVED:

Eduardo Budanauro, Chair
Policy & Procedure Review Subcommittee

Date

CC: Isaac Padilla, City Council Staff
Ethan Watson, City Clerk
Klarissa Pena, City Council President (via email)

Minutes drafted and submitted by:
Tashia Baca, Administrative Assistant