

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

*Jesse Crawford*

*Patricia J. French*

Diane McDermott, CPOA Interim Director

**Thursday, June 2, 2022 at 4:30 p.m.**  
**By Video Conference**

**Members Present:**

Jesse Crawford, Chair  
Patricia J. French

**Members Absent:**

**Others Present**

Valerie Barela, CPOA  
Katrina Sigala, CPOA  
Ali Abbasi, CPOA  
Deputy Cdr. Anthony Maez, APD  
Patricia Serna, APD  
Officer Tanya LaForce, APD  
Marteessa Billy, CPC

**Minutes**

- I. Welcome and Call to Order.** Member Crawford called to order the Policy and Procedure Review Subcommittee meeting at 4:34 p.m.
- II. Approval of the Agenda**
  - a. Agenda approved.
- III. Public Comment**
  - a. None.
- IV. Approval of the Minutes from March 3, 2022**
  - a. Minutes from March 3, 2022 approved.
- V. Election of Chair**
  1. Member Crawford nominated himself as the Chair of the Policy and Procedure Review Subcommittee. There was no other nominations. By unanimous consent from the Policy and Procedure Review Subcommittee. Member Crawford will be the Chair of the Policy and Procedure Review Subcommittee.

## **VI. APD Policy Related Activities:**

### **a. Policies presented at P&P (Formerly OPA)**

1. Chair Crawford noted that SOP 1-1 Personnel Code of Conduct, SOP 1-50 Gun Violence Reduction Unit, SOP 1-53 Homicide Unit, SOP 1-65 Metropolitan Court Protection Unit, SOP 2-13 StarChase Pursuit Management System, SOP 2-21 Apparent Natural Death or Suicide of An Adult, SOP 2-33 Rights and Safety of Onlookers and SOP 2-66 Victim and Witness Assistance will be reviewed at the June 15, 2022 P&P (Formerly OPA) meeting and that no action is required from the Policy and Procedure subcommittee on these policies at this time.

### **b. Policies reviewed at PPRB**

1. Chair Crawford noted that SOP 1-78 Police Service Aids, SOP 2-17 Offense or Incident Report Form, SOP 2-40 Misdemeanor, Traffic and Parking Enforcement, SOP 2-46 Response to Traffic Crashes, SOP 2-51 Safe Driver Award Program, SOP 2-80 Arrests, Arrest Warrants, and Booking Procedures and SOP 3-21 Schedule and Unscheduled Leave policies will be reviewed by the PPRB on June 8, 2022 and that SOP 2-80 is of interest to the CPOA Board and no action is required from the Policy and Procedure subcommittee on these policies at this time.
2. Chair Crawford noted that Member French is attending the PPRB meetings.

### **c. Policies advanced for 30-day recommendations**

1. Chair Crawford highlighted the recommended changes and screen shared the policies that were approved at the PPRB on May 25, 2022 and the subcommittee discussed the policies.
2. The Policy and Procedure Review Subcommittee recommends to move a “No Recommendation” recommendation for SOP 1-6 Patrol Ride-Along Process, SOP 1-13-Armed Robbery Unit, SOP 1-66 Missing Persons Unit and SOP 2-34 Notification of Significant Incidents to the next regularly scheduled CPOA Board meeting for approval.

**VII. Discussion Items:**

**a. Policy Review Process**

1. Chair Crawford discussed his intended workflow of the Policy and Procedure Subcommittee Review Process.

**b. PPRB drafts awaiting CPOAB comment**

1. PPRB drafts awaiting CPOAB comment was discussed under Agenda item VI.c.

**VIII. Other business**

- a. Chair Crawford noted that the AMICI and IMT meetings are up coming and that he plans to attend both meetings.

**IX. Next meeting is July 7, 2022 at 4:30 p.m.**

**X. Adjournment**

- a. The meeting was adjourned at 5:09 p.m.