

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

Dr. William Kass - Chair

Tara Armijo-Prewitt

Eric Olivas

Cathryn Starr

Edward Harness, CPOA Executive Director

Members Present:

Dr. William Kass

Tara Armijo-Prewitt

Chantal M. Galloway

Eric Nixon

Members Absent:

Eric Olivas

Cathryn Starr

Others Present

Diane McDermott, CPOA

Valerie Barela, CPOA

Ali Abbasi, CPOA

Patricia Serna, APD

**Thursday, July 2, 2020 at 4:30 pm
By Video Conference**

Minutes

- I. Welcome and Call to Order:** Chair Dr. Kass called to order the Policy and Procedure Review Subcommittee meeting at 4:37 pm.
 - a. Board members Galloway and Nixon participated in the meeting in lieu of Policy and Procedure subcommittee members Olivas and Starr.
- II. Approval of the Agenda**
 - a. Agenda approved
- III. Approval of the Minutes from June 4, 2020**
 - a. Chair Dr. Kass recommends to table approval of June 4, 2020 Minutes to the next scheduled Policy and Procedure meeting.
- IV. Conduct and Ethics Policy Review and Edit**
 - a. Policy and Procedure Subcommittee recommends to table the Conduct and Ethics Policy Review and Edit to the next scheduled subcommittee meeting.
 - b. Chair Dr. Kass will consult with Board Attorney to get clarity on Leave of Absence policy.

V. SOP Review

a. Recent OPA/PPRB meeting SOPs

1. Chair Dr. Kass provided a summary of the recent SOPs discussed OPA and SOPs that will be discussed at the next PPRB meeting.

b. Policy review principles and strategy

1. Policy and Procedure subcommittee discussed possible strategies for Policy review.

*****Member Nixon left the meeting at 5:28 pm*****

2. Chair Dr. Kass will distribute the draft of APD SOP 1-46 to subcommittee members with guidance on review and SOP 1-46 will be discussed at the next Policy and Procedure Subcommittee meeting.

c. Responding to SOP's reviewed by APD

1. Policy and Procedure subcommittee discussed that this body will prepare a written response to APD's Office of Policy Analysis with a recommendation or non-recommendation to the 30-day commentary period of SOP's.

VI. Other business

- a. None

VII. Next meeting August 6, 2020 at 4:30pm

VIII. Adjournment

- a. The meeting adjourned at 6:30 pm.

APPROVED:

DocuSigned by:

Dr. William J. Kass

August 6, 2020

Dr. William Kass, Chair

Date

Policy and Procedure Review Subcommittee

CC: Julian Moya, City Council Staff
Ethan Watson, Acting City Clerk
Pat Davis, City Council President (via email)

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