

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

*Dr. William Kass - Chair*

*Tara Armijo-Prewitt*

*Eric Olivas*

Edward Harness, CPOA Executive Director

**Thursday, December 3, 2020 at 4:30 p.m.  
By Video Conference**

**Members Present:**

Dr. William Kass  
Tara Armijo-Prewitt  
Eric Olivas

**Members Absent:**

**Others Present**

Ed Harness, CPOA  
Katrina Sigala, CPOA  
Valerie Barela, CPOA  
Ali Abbasi, CPOA  
Wanda Harrison, CPC  
Patricia Serna, APD

**Minutes**

- I. Welcome and Call to Order:** Chair Dr. Kass called to the order the Policy and Procedure Review Subcommittee meeting at 4:32 p.m.
- II. Approval of the Agenda**
  - a. Agenda approved.
- III. Approval of the Minutes from November 5, 2020**
  - a. November 5, 2020 Minutes approved.
- IV. Discussion Items**
  - a. Policies reviewed at OPA/PPRB**
    1. Chair Dr. Kass reported on the recent SOP's presented at OPA and PPRB.
  - b. PPRB Policies in 30-day Recommendation Period**
    1. SOP 1-1 Personnel Code of Conduct
    2. SOP 1-15 (currently 5-2) Air Support Unit
    3. SOP 1-35 (formerly 5-8) Crime Scene Specialists Unit
    4. SOP 2-70 Execution of Search Warrants
    5. N/A Information for a Victim of a Misdemeanor Crime
      - i. Chair Dr. Kass briefly summarized the SOP Policies in the 30-day recommendation period.

- ii. Policy and Procedure Subcommittee will not be making recommendations for the following SOP's 1-1, 1-35, 2-70 and N/A Information for a Victim of a Misdemeanor Crime at this time.

**c. Update on SOP 3-52 Policy Development Process**

- 1. Chair Dr. Kass advised that the Policy Development Process meeting was cancelled and is currently under review at City Legal and is waiting to be notified by APD when review of SOP 3-52 will commence.

**d. SOP 3-20 Overtime Compensatory Time and Work Shift Designation Recommendations**

- 1. Policy and Procedure subcommittee discussed their proposed recommendation letter of SOP 3-20 Overtime Compensatory Time and Work Shift Designation and will be placed on the next regular scheduled Policy and Procedure subcommittee agenda.

**e. SOP 1-15 Air Support Unit Policy Recommendations**

- 1. Member Oliva's drafted a policy recommendation letter on SOP 1-15 and the subcommittee will recommend to move the letter to the next regularly scheduled CPOA Board meeting for approval. (see attached)

**\*\*\*Member Armijo-Prewitt left the meeting at 5:19  
due to internet connectivity issues\*\*\***

**V. Follow-up**

**a. SOP 2-68 Interviews and Interrogations**

- 1. Chair Dr. Kass acknowledged the importance of this policy and would like the subcommittee to keep it on their watchlist.

**b. CPOA Board Recommended CASA Changes**

- 1. Chair Dr. Kass will forward subcommittee members a list of relevant CASA paragraphs he created for further contribution by the subcommittee members and identified CASA paragraph #275 of particular interest.

**c. CPC 097-20 Parking on a Sidewalk Issues**

1. Policy and Procedure subcommittee discussed the concerns brought forth by CPOA Board members at the November 2020 meeting related to CPC 097-20 findings letter and will incorporate the issues of concern in SOP 3-20 Overtime Compensatory Time and Work Shift Designation Recommendation letter at a later time.

**VI. Other business**

- a. CPOA Data Analyst, Ali Abbasi presented his proposal on SOP 2-8 Use of On Body Recording Devices and Chair Dr. Kass will acknowledge his proposal during the Policy and Procedure subcommittee report at the next regularly scheduled CPOA Board meeting for CPOA Board review.

**VII. Next meeting January 7, 2021 at 4:30 p.m.**

**VIII. Adjournment**

- a. The meeting adjourned at 5:32 p.m.

APPROVED:

DocuSigned by:

*Dr. William J. Kass*

*January 7, 2021*

Dr. William J. Kass, Chair

Date

Policy and Procedure Review Subcommittee

CC: Julian Moya, City Council Staff  
Ethan Watson, City Clerk  
Cynthia Borrego, City Council President (via email)

Minutes drafted and submitted by:  
Valerie Barela, Administrative Assistant

## Attachments

11/29/20

SOP 1-15

The air support unit is one of the most costly units in the department. The equipment, training, fuel, maintenance, etc. are vastly more expensive than the costs of many other units. The unit also poses privacy issues and quality of life issues to the Albuquerque community. However the air support unit also makes pursuits and many other risky activities vastly safer for officers on the ground and the public at large. This tradeoff between costs and benefits of this unit and its activities is important for the department to frequently analyze.

The most concerning issue with the revisions to this policy is the removal of Section M. of the policy that required an evaluation of the efficiency and performance of the unit. The removal of this section leaves the unit unable to evaluate itself and proactively identify policy and/or efficiency issues. With the high costs and quality of life issues associated with operating this unit, it is imperative that the unit frequently examine the costs and benefits of its activities.

The CPOAB recommends that the department revise and insert Section M. "Unit Evaluation of Performance Effectiveness," back into this policy to ensure that this unit is effectively evaluated and managed accordingly.

Further, IMR12 recently noted the department's inability to proactively collect and use the data it collects to improve its performance. The removal of Section M. is concerning in a global sense in that it is indicative of a department unwilling or unable to analyze its performance and seek improvements to benefit the department and the Albuquerque community.

-CPOAB