

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

*Dr. William Kass - Chair*

*Tara Armijo-Prewitt*

*Richard Johnson*

*Eric Olivas*

Edward Harness, CPOA Executive Director

**Thursday, August 5, 2021 at 4:30 p.m.**  
**By Video Conference**

**Members Present:**

Dr. William Kass  
Tara Armijo-Prewitt  
Richard Johnson  
Patricia French

**Members Absent:**

Eric Olivas

**Others Present**

Valerie Barela, CPOA  
Katrina Sigala, CPOA  
Ali Abbasi, CPOA  
Deputy Commander Sean Waite, APD  
Acting Commander Jason Sanchez, APD  
Patricia Serna, APD  
Tanya LaForce, APD  
Marteessa Billy, CPC  
Darian George, Mackenzie Eason

**Minutes**

- I. Welcome and Call to Order.** Chair Dr. Kass called to order the Policy and Procedure Review Subcommittee meeting at 4:31 p.m. and announced that Member Patricia French is attending the meeting. Member French attended the meeting in lieu of Member Eric Olivas.
- II. Approval of the Agenda**
- a. Motion.** Motion by Member French to approve the Agenda as drafted. Motion passed.
- b. Motion.** A second motion by Chair Dr. Kass to change the order of the agenda to allow Darien George to give his presentation after approval of the minutes. Motion passed.
- III. Approval of the Minutes from July 1, 2021**
- a.** Minutes from July 1, 2021 approved.

#### **IV. Discussion Items:**

##### **a. Policies presented at P&P (Formerly OPA) in July 2021**

1. Chair Dr. Kass presented a list of SOPs' that were presented at APD Policy and Procedure Unit July 14, 2021 and July 28, 2021 meetings.
2. The Policy and Procedure Review subcommittee recommends a special meeting to discuss the Use of Force SOP's that were presented at APD Policy and Procedure Unit July 14, 2021 meeting and seek input from stakeholders/AMICI and will present the recommendation at the next regularly scheduled CPOA Board meeting for consideration.

##### **b. Policies reviewed at PPRB July 2021**

1. Chair Dr. Kass reported on APD policies that were presented at the PPRB on July 7, 2021 and August 4, 2021 meetings.

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

1. The Policy and Procedure Review Subcommittee recommend submitting a "No Recommendation" recommendation for SOP 1-14, SOP 1-17 and SOP 1-31, SOP 1-44, SOP 1-80, SOP 1-84, SOP 2-72, SOP 2-111, SOP 3-23 and SOP 3-29 to APD Policy and Procedure Unit (formerly OPA) and will present the recommendation at the next regularly scheduled CPOA Board meeting for approval.

##### **d. SOP 3-52 Policy Development Process – Status update**

1. Dr. Kass reiterated the suggested recommendation changes made by the Policy and Procedure Review subcommittee and CPOA Data Analyst Ali Abbasi that would focus on the measurement of the effectiveness of the policies.
2. Deputy Commander Sean Waite provided an update and stated review of the policy is currently in process and that he will work with the Policy and Procedure Unit to incorporate the recommendations.

**e. SOP 2-98 Gunshot detection recommendation letter to Chief– Status update**

1. CPOA Data Analyst Ali Abbasi provided an update and mentioned that the response from the Chief on the recommendation is (45) days from the final action on the policy by APD. The deadline for the response is September 9, 2021.
2. Deputy Commander Sean Waite added that APD is currently working on the response letter.

**f. Update on Traffic Stops Proposal and Policy Impact**

1. CPOA Data Analyst Ali Abbasi provided an update and stated that he has not received any response data from APD.

**g. Evaluation system for hiring police officers – Darien George, Mackenzie Eason Evaluation system for hiring police officers – Darien George, Mackenzie Eason.**

1. Darien George with Mackenzie Eason gave a PowerPoint presentation on hiring police officers that focused on assessments utilizing data to inform hiring practices, enhanced recruitment to make sure qualified and diverse candidates are coming through the pipeline, and post academy support ensuring all officers are set up for a long, successful career in public service.

**h. SOP 3-41 changes to have substations review minor complaints – Patricia French**

1. Member French would like to pursue providing the CPOA with the discretion to forward minor complaints to the commander/division head in the same manner that APD IA uses to source out similar level 6 and level 7 complaints.
2. Member French will take the lead on the subject and will continue to work with Director Harness on the process.

**i. Request for canine use data – Patricia French**

1. Member French requested statistics on K-9 type of calls, the extent of injuries by each dog and the quantities of calls.

2. Deputy Commander Sean Waite advised that IA Pro houses some of the information and that the information is also available in the Data Warehouse. He also recommends that CPOA Data Analyst Ali Abbasi work with his Program Data Analyst, Sylvia McElvany to query the information. Member French will reach out to Mr. Abbasi to gather the information she is requesting.

**\*\*\*Member French left the meeting at 6:13 p.m.\*\*\***

**V. Other business**

- a. Dr. Kass mentioned that the DOJ sent out an announcement citing issues with the City of Phoenix Police Department related to persons with ADA and mental health issues while being arrested.
- b. Dr. Kass mention a press release article on APD's SOP 3-46 Discipline System.
- c. Member Johnson discussed a template he discussed with Member Galloway on how to track information when reviewing SUOF cases.

**VI. Next meeting September 2, 2021 at 4:30 p.m.**

**VII. Adjournment**

- a. The meeting adjourned at 6:22 p.m.

APPROVED:

DocuSigned by:  
Dr. William J. Kass September 2, 2021  
Dr. William 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