

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

*Dr. William Kass - Chair*

*Jesse Crawford*

Diane McDermott, CPOA Interim Director

**Thursday, March 3, 2022 at 4:30 p.m.**  
**By Video Conference**

**Members Present:**

Dr. William Kass  
Jesse Crawford

**Members Absent:**

**Others Present**

Diane McDermott, CPOA  
Valerie Barela, CPOA  
Katrina Sigala, CPOA  
Acting Commander Richard Evans, APD  
Patricia Serna, APD  
Officer Tanya LaForce, APD  
Kelly Mensah, CPC  
Marteessa Billy, CPC  
Ali Abbasi, CPOA  
Rowayn Waymark, CPC  
Edwina Kiro, CPC

**Minutes**

- I. Welcome and Call to Order:** Chair Dr. Kass called to order the Policy and Procedure Review Subcommittee meeting at 4:45 p.m.
- II. Approval of the Agenda**
  - a. Agenda approved.
- III. Public Comment**
  - a. None.
- IV. Approval of the Minutes from January 6, 2022**
  - a. Minutes from January 6, 2022 approved.
- V. APD Policy Related Activities:**
  - a. **Policies presented at P&P (Formerly OPA) in January/February 2022**
    1. Chair Dr. Kass presented the APD policies that were presented at the P&P (Formerly OPA) meetings on January 12, 2022, February 2, 2022, February 9, 2022 and February 16, 2022.

**b. Policies reviewed at PPRB January/February 2022**

1. Chair Dr. Kass reported on APD policies that were presented at the PPRB on January 19, 2022 and January 26, 2022 meetings.
2. Chair Dr. Kass noted that the Policy and Procedure Subcommittee has made recommendations in the past on SOP 2-08 Use of On-Body Recording devices.

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

1. The Policy and Procedure Review Subcommittee recommends submitting a “No Recommendation” recommendation at this time for SOP 1-16, SOP 1-20, SOP 1-28, SOP 1-37, SOP 1-58, SOP 2-08, SOP 2-19, SOP 2-22, SOP 2-35, SOP 1-25, SOP 1-39 and SOP 2-02 to APD Policy and Procedure Unit (formerly OPA) and will present the recommendation at next regularly scheduled CPOA Board meeting for approval.
2. SOP 2-41 Traffic Stops has a pending data request at APD and the Policy and Procedures Subcommittee does not recommend a “no recommendation” recommendation on SOP 2-41 at this time.

**VI. Discussion Items:**

**a. SOP 2-52 Use-of-force General**

1. Chair Dr. Kass reported on SOP 2-52 Use-of-Force policies and noted that the Policy and Procedures Review Board is still in the review process.
2. The Policy and Procedure Subcommittee recommend to hold off on any recommendations until after the PPRB has completed its review of SOP 2-52 and will provide an update at the next regularly scheduled Policy and Procedure Subcommittee meeting.

**b. SOP 3-52 Policy Development Process**

1. Chair Dr. Kass provided an update on SOP 3-52 and noted that the DOJ pointed out an issue with the proposed revision of SOP 3-52. There will be a meeting scheduled to get all the interested parties together to discuss the issue.

**c. SOP 1-1 Personnel Code of Conduct and SOP 1-2 Social Media –  
*Member Crawford***

1. Member Crawford provided a status update and is waiting on information from APD Director of Communications Gilbert Gallegos related to SOP 1-1 and will provide more information at the next regularly scheduled Policy and Procedure Subcommittee meeting.
2. Member Crawford drafted a policy recommendation for SOP 1-2 Social Media and the Policy and Procedure Subcommittee recommends moving the draft to the next regularly scheduled CPOA Board meeting for approval.

**d. Summary of Policy Activities – *Chair Dr. Kass***

1. Chair Dr. Kass presented and provided an overview via screen share of the policy tracker summary he created.
2. Director McDermott acknowledged Chair Dr. Kass' work and hope the CPOA can assist in maintaining the tracker.

**e. Data Requests – *Ali Abbasi, Member Crawford and Chair Dr. Kass***

1. Ali Abbasi provided a status update on the Traffic Stops and K-9 Data requests.

**VII. Other business**

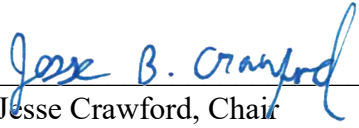
- a. None.

**VIII. Next meeting April 7, 2022 at 4:30 p.m.**

**IX. Adjournment**

- a. The meeting was adjourned at 5:19 p.m.

APPROVED:

  
\_\_\_\_\_  
Jesse Crawford, Chair  
Policy and Procedure Review Subcommittee

June 2, 2022  
\_\_\_\_\_  
Date

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

Minutes drafted and submitted by:  
Valerie Barela, Administrative Assistant