

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

*Dr. William Kass - Chair*

*Tara Armijo-Prewitt*

*Patricia French*

*Richard Johnson*

Edward Harness, CPOA Executive Director

**Thursday, September 2, 2021 at 4:30 p.m.**  
**By Video Conference**

**Members Present:**

Dr. William Kass

Tara Armijo-Prewitt

Richard Johnson

Patricia French (late)

**Members Absent:**

**Others Present**

Valerie Barela, CPOA

Katrina Sigala, CPOA

Ali Abbasi, CPOA

Acting Commander Richard Evans, APD

Acting Commander Jason Sanchez, APD

Patricia Serna, APD

Kelly Mensah, CPC

Marteessa Billy, CPC

**Minutes**

- I. Welcome and Call to Order.** Chair Dr. Kass called to order the Policy and Procedure Review Subcommittee meeting at 4:30 p.m.
- II. Approval of the Agenda**
- a. Agenda approved.
- III. Approval of the Minutes from August 5, 2021**
- a. Minutes from August 5, 2021, approved.
- \*\*\*Member French joined the meeting at 4:33 p.m.\*\*\*
- IV. Discussion Items:**
- a. **Policies presented at P&P (Formerly OPA) in August 2021**
1. Chair Dr. Kass shared his notes and comments on the policies presented at the Policy and Procedure Unit meetings held on August 11, 2021, and August 25, 2021, with the subcommittee.
2. The Policy and Procedure Subcommittee did not have any other comments on the policies at this time.

**b. Policies reviewed at PPRB August 2021**

1. Chair Dr. Kass reported on APD policies that were presented at the PPRB August 18, 2021 meeting.
2. Chair Dr. Kass stated that SOP 3-11 and SOP 2-59 were notable policies and shared his notes on the policies.
3. The Policy and Procedure Subcommittee did not have any other comments on the policies discussed at this time.

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

1. The Policy and Procedure Review Subcommittee recommend submitting a “No Recommendation” recommendation for SOP 1-57, SOP 2-84, SOP 2-97, SOP 3-15, and SOP 3-16 to APD Policy and Procedure Unit (formerly OPA) and will present the recommendation at the next regularly scheduled CPOA Board meeting for approval.
2. Chair Dr. Kass discussed the remaining policies not included in the “No Recommendation” recommendation and requested that subcommittee members volunteer to further evaluate and provide feedback on SOP 2-5, SOP 2-112, and SOP 3-52.
3. Chair Dr. Kass shared and played a KOB 4 news clip interview with Chief Harold Medina on Albuquerque’s Crime Crises.

**d. Use-of-Force Policies/Recommendations/Discussion**

1. Chair Dr. Kass discussed the Camden County Use of Force Policy.
2. CPOA Data Analyst Ali Abbasi shared his recommendation points for SOP 2-52 after reviewing the Camden County Use of Force Policy. Mr. Abbasi will draft his recommendations for SOP 2-52 and will forward them to Chair Dr. Kass for circulation to other Board members.
3. Acting Commander Richard Evans stated he will take Mr. Abbasi’s recommendations into consideration when rewriting the policy.

**e. SOP 3-52 Policy Development Process – Discussion/Recommendations**

1. Chair Dr. Kass shared the APD SOP 3-52 flowchart recommendation process and highlighted notable changes to the flowchart and to the commentary period.

2. Chair Dr. Kass volunteered to draft a letter in support of the policy changes for review at the next regularly scheduled Policy and Procedure Subcommittee meeting.
  3. The Policy and Procedure Subcommittee and Policy Manager Patricia Serna discussed changes to the CPOA definition in SOP 3-52.
- f. SOP 3-41 Changes to have substations review minor complaints – *Patricia French***
1. The Policy and Procedure Subcommittee supports Member French to reach out to CPOA Director Harness for guidance on the next steps to remove customer service-type complaints from the CPOA.
- g. Update on Canine Use Data – *Patricia French***
1. CPOA Data Analyst Ali Abbasi provided an update on Member French's Canine data request and APD should have the data available within two or three weeks.
- h. *Surveillance Technologies Update – Tara Armijo-Prewitt***
1. Member Armijo-Prewitt discussed various types of surveillance technologies utilized by APD. Member Armijo-Prewitt reached out to Pastor David Walker for more information related to the License Please Reader program and will bring that information back to the subcommittee for review. She will also continue to review the SOPs related to Surveillance Technologies and will report back at a later time.
  2. Chair Dr. Kass shared and played a KOB 4 news clip on Albuquerque's gunshot detection technology.

**V. Other business**

- a. Chair Dr. Kass requested a volunteer to present the Policy and Procedure monthly report at the upcoming CPOA Board meeting on September 9, 2021, due to him being out of the County and will send out the report to the subcommittee members.
- b. Chair Dr. Kass mentioned the Traffic Stop Update and will revisit the topic at a later time.

- c. Chair Dr. Kass noted that APD's Overtime Policy review was canceled and has not been rescheduled.

**VI. Next meeting October 7, 2021 at 4:30 p.m.**

**VII. Adjournment**

- a. The meeting was adjourned at 6:10 p.m.

APPROVED:

DocuSigned by:  
Dr. William J. Kass October 7, 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