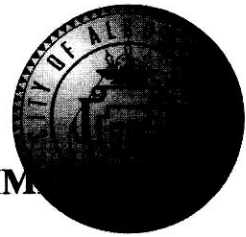


CITY OF ALBUQUERQUE



POLICE OVERSIGHT BOARD POLICY AND PROCEDURE REVIEW SUBCOMMITTEE

April 19, 2016 – 9:00 am
Plaza Del Sol Building, 600 2nd Street NW
Planning Department 3rd Floor Small Conference Room

Members Present

Dr. Susanne Brown, Chair
Beth Mohr

Others Present

Edward Harness, Exec. Director
Dr. Carlotta Garcia
Michelle Contreras
Miriam Verploegh

Minutes

- I. **Welcome and Call to Order:** Subcommittee Chair Brown called the meeting to order at 9:03 am.
- II. **Approval of Agenda:** Copies of the agenda were distributed. Subcommittee Member Mohr moved to approve the agenda. Subcommittee Chair Brown seconded the motion. **Approved.**
For: Mohr, Brown.
- III. **Approval of the Minutes:** Copies of the minutes were distributed. Subcommittee Chair Brown moved to approve the minutes for March 15, 2016 as written. Subcommittee member Mohr seconded the motion. **Approved.**
For: Mohr, Brown.
- A. Chair Brown says that it is helpful to have the action items at the end of the minutes.
- IV. **Public Comments:** None.
- V. **Discussion- Update on Action Items from the March 15, 2016 Policy Meeting**
- A. The committee discussed Dr. Ginger's second report.
 - B. Chair Brown indicated they will give Dr. Carlotta Garcia a copy of Dr. Ginger's report.
 - C. Director Harness recommended looking at paragraphs that pertain to the CPOA and it would be worth looking at the summary in order to understand the direction the monitoring team wants the department to go.

PO Box 1293

Albuquerque

New Mexico 87103

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VI. Discussion – CPOA/POB Policy Subcommittee Recommendations on APD's Policy Writing and Best Practices

- A. Discussed looking at best practices and policy development from other jurisdictions and/or agencies such as Los Angeles, San Diego, Denver, Salt Lake City, and Portland and compare use of force policies side-by-side retrieved from these cities, especially of those cities that have gone or who are currently going through a DOJ agreement.
- B. Discussed that APD lacks subject-matter experts and that they should utilize individuals that have experience in technical writing and research skills.
- C. It was suggested that in the past APD has written reactionary policy and has not used a template for policy. If possible APD should utilize a template that would include a definition section.
- D. Discussed going back to the basics on policy making in a way that would be supported by evidence based practice.
- E. It was suggested that the committee could draft policy proposals and submit them to the Chief of Police directly.
- F. The subcommittee is also interested in collaborating with the Office of Policy Analysis (OPA) by creating recommendations on policy.
- G. One problem discussed was that lack of access to APD data makes it difficult to understand problems in APD and make meaningful policy recommendations. In response to this, Chair Mohr will make an attempt to obtain access to some APD data that might be useful in policy development.
- H. Copies of the PowerDMS, Law Enforcement Policy Development Guide created by the Daigle Law Group, LLC. were distributed and discussed.
- I. Dr. Carlota Garcia will attend the OPA meeting that is scheduled on Tuesday, April 26, 2016 at 8:30 a.m. at Wells Community Center.

VII. Future APD Policy the Committee would Like to Address: Drug and Alcohol Testing requirements, a Policy on Policy, and Lapel Cameras

- A. It was discussed that in terms of policy construction the subcommittee should look at writing a policy that would require that officers involved in shootings and/or motor vehicle accidents resulting in death be tested for drug and/or alcohol.
- B. The subcommittee is interested in writing a policy on how policy should be written in APD.
- C. Discussed APD's use of body cameras and the associated policy.
 1. Discussed policy requirements for timeframes for keeping videos and monetary and technical issues with video storage.
 2. CPOA Analyst Miriam Verploegh to research body camera policy from other cities.

3. Chair Brown says that she will take to the PPRP the following concepts: The process by which the POB might be involved in the evaluation of the Body Camera policy. To find out under what conditions will APD release video to the public in order to minimize confusion amongst the public.
4. Member Mohr suggested that when looking at the lapel camera policy we might want to add a table that would help officers determine when cameras be used, might be used, and should never be used.
 - a. Using three columns with bullet points on what/when the body cameras should be turned on would help officers to know when and how to use the lapel cameras.
5. Member Garcia suggested incorporating a decision tree into the columns.

VII. Nomination of member Dr. Carlotta Garcia to the Police Oversight Board, Policy Subcommittee –Member Mohr motioned to invite Dr. Garcia to join the POB Policy Subcommittee effective immediately. Chair Brown seconded the motion. **Approved.**

For: Mohr, Brown.

Member Mohr discussed adding the appointment of Dr. Garcia to the Policy Committee to the POB meeting agenda scheduled for Tuesday, May 17, 2016 at 5 p.m.

VIII. Other Business: None

IX. Action Items:

- A. Will obtain policies from other jurisdictions such as Los Angeles, San Diego, Denver, Salt Lake City, and Portland and design a consistent format.
- B. Member Beth Mohr will first make an attempt to obtain access to APD data.
- C. Dr. Carlota Garcia will attend the OPA meeting that is scheduled on Tuesday, April 26, 2016 at 8:30 a.m. at Wells Community Center.
- D. Member Mohr discussed adding the appointment of Dr. Garcia to the Policy Committee to the POB meeting agenda scheduled for Tuesday, May 17, 2016 at 5 p.m.

X. Next meeting date will be set at a later date.

XI. Adjournment: Subcommittee Member Mohr moved to adjourn the meeting. Subcommittee Chair Brown seconded. **Approved.**

Meeting adjourned at 10:50 a.m.

Susanne B. Brown
Approved by:

Dr. Susanne Brown, Chair
Policy Review Subcommittee

5/24/16
Date

CC: Julian Moya, City Council Staff
Natalie Y. Howard, City Clerk
Dan Lewis, City Council President