# Policy and Procedure Review Subcommittee

**1.3.2019**  
**12:30pm - 1:45pm**  
**Plaza Del Sol Basement Hearing Rm Abq, NM**

**Meeting called by**: Kass  
**Type of meeting**: Policy & Procedure  
**Facilitator**: Kass  
**Note taker**: Katrina  
**Timekeeper**: Katrina  
**Attendees**: Chair Dr. William Kass, Chaetal Galloway, Chelsea Van Deventer and Diane McDermott

## SOP 2-19 recommendations

**Van Deventer**

- **Discussion**: Member Van Deventer advised that SOP 2-19 recommendation has been sent to APD and will keep Policy and Procedure Subcommittee updated on where it is at in the process.  

- **Conclusions**: Motion by Member Galloway to withdraw Agenda Item V from being placed on further agendas. Member Van Deventer second the Motion.

### Action Items

<table>
<thead>
<tr>
<th>Person Responsible</th>
<th>Deadline</th>
</tr>
</thead>
</table>

## PPRB approved policies ready for POB review

**Kass**

- **Discussion**: Chair Dr. Kass is awaiting on a response from Commander Campbell on what SOP Policies will be presented at the next POB Meeting.

- **Conclusions**: Chair Dr. Kass suggested that we reserve a place on the POB Agenda incase POB gets a response back from APD.

### Action Items

<table>
<thead>
<tr>
<th>Person Responsible</th>
<th>Deadline</th>
</tr>
</thead>
</table>

## OPA recent policies reviewed

**Kass**

- **Discussion**: Policy and Procedure reviewed the upcoming policies that were discussed at the last OPA meeting.  

- **Conclusions**: Chair Dr. Kass listed off SOP's 1-88, 2-58 and 2-34.Policy and Procedure discussed the OPA SOP's and provided feedback.  

### Action Items

<table>
<thead>
<tr>
<th>Person Responsible</th>
<th>Deadline</th>
</tr>
</thead>
</table>
# Other Business

<table>
<thead>
<tr>
<th></th>
<th>Kass</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion</td>
<td>1. APD Academy Meeting with Chair Kass and Member Galloway. 2. Inquiry from a news story on two missing teens. 3. SOP 2-99 (Naloxone). 4. Discussion with Jeramy Schmehl on SOP 3-52.</td>
</tr>
<tr>
<td>Conclusions</td>
<td>1. Member Galloway is working on arranging a meeting with APD Academy Personnel. 2. Committee discussed individual Concerns on missing juveniles as a citizen of the community. 3. Update on where ISR is in the process of providing data on response time to a scene by APD and the effectiveness of lives it has saved. Committee wants it placed on next PNP agenda. 4. PNP will place on the agenda and Chair Dr. Kass will coordinate with Jeramy Schmehl on the discussion items.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Action Items</th>
<th>Person Responsible</th>
<th>Deadline</th>
</tr>
</thead>
</table>

**Next meeting February 7, 2019 at 12:30pm**
minutes

APPROVED:

Dr. William Kass, Chair
Policy and Procedure Subcommittee

Date: 7 Feb 2019

CC: Julian Moya, City Council Staff
    Katy Duigg, Interim City Clerk
    Klarissa Pena, City Council President (via email)

Minutes drafted and submitted by:
Katrina Sigala, Senior Administrative Assistant