



CITY OF ALBUQUERQUE

Albuquerque Police Department
Office of Policy Analysis (OPA)

Meeting Minutes 18-29

DATE: December 20, 2018

TIME: 10:00 am – 12:00 pm

VENUE: Chief's Conference Room, 5th Floor, LEC

ATTENDEES:

Jolene Luna/Compliance
Shaun Willoughby, Det./APD/APOA Rep.
William Kass, POB
Mark Velarde, Cmdr./APD IA
Greg Mondragon, APD PTU
Jim Edison, Sgt./APD FS

Amanda Wild, Sgt./APD Sex Crimes
Ed Harness, CPOA Executive Director
Kim Prince, SOP Liaison
Julie Maycumber, APD Officer/Compliance
E. Frank Galanis, Risk/APD

1. SOP 1-88 Sex Crimes Unit	Presented by: Sgt. Amanda Wild
Discussion:	<p>An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This is a new policy which derives from and replaces the Sex Crimes Section formerly in the CID policy (SOP 5-3). The changes were made due to the creation of a Unit handbook, current procedures, and language clarification. The policy is a synopsis of the Units entire handbook. The Presenter stated that she wanted to make sure that victims of these types of sex crimes were provided with APD's very best care and handling.</p> <p>A discussion occurred when the Presenter mentioned that she is the primary recipient of all call-outs for this Unit. Her stance was that she wanted to make sure there was accuracy and accountability of procedures. She said that by doing this, she could serve as an educator of young officers in handling of the victim and the crime scene. Concerns were voiced by several in the meeting, APOA, CPOA, and a Field Service Sergeant. They all agreed that this was not a fair practice for her because she is on call 24 hours a day – 365 days a year without compensation and without proper time off for her own rest and well-being. It was suggested that she appoint a designee or another Sex Crimes Sergeant to help handle these calls. She stated that there are some cases when she will</p>

	<p>ask the Primary Officer to take calls when she is not available. A member of the CPOA suggested she create a matrix, a cheat sheet of sorts, to help Field Officers before they contact the Sex Crimes Sergeant. The matrix would be used as a tool for those out in the field. The Presenter stated that this type of “tool” would be useful and has agreed to create one.</p> <p>A member of POB asked the Presenter what the difference is between the Sex Crimes Unit and other similar Units. Her response was that this Unit only deals with sexual penetration of victims over the age of 13, all other sexual contact is considered an assault and the Albuquerque Sexual Assault Evidence Response Team (ASERT) takes care of all of these types of calls.</p>
Action:	<ol style="list-style-type: none"> 1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

2. SOP 2-34 Notification Of Significant Incidents		Presented by: Cmdr. Mark Velarde
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The Presenter stated that changes occurred because the policy was outdated. The changes provide clarity to the definitions and procedural requirements within the policy.	
Action:	<ol style="list-style-type: none"> 1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary. 	