CITY OF ALBUQUERQUE

Albuquerque Police Department

Office of Policy Analysis (OPA)

MEETING MINUTES: 20-02

DATE: 02/19/2020

TIME: 1:00 pm – 3:00 pm

VENUE: 400 Roma Ave. NW, Chief's Conference Room, 5th Floor, LEC

ATTENDEES:

Laura Kuehn
Sgt. Zachary Cancilla
Robyn Rose
Leonard Nerbetski
Matt Fisher
Brenda Vigil-Gallegos

Dr. William Kass
E. Frank Galanis
Jonas Armstrong
Sharon Walton
Shania Gallegos

1. SOP 1-22 Automated License Plater Reader Program	Presented by: Real Time Crime Center Manager Leonard Nerbetski
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy is being presented because this program is being revived. The Automated License Plate Reader (ALPR) is technology, a camera that reads and records license plates. Cameras can be in a fixed position, meaning permanently mounted in one place pointing one direction, or they can be mobile. Mobile versions can take on a couple of different forms, essentially they all do the same thing. They give you the ability to capture a license plate, gives additional ability to compare those license plate reads against National Crime Information Center (NCIC); a comparison can be made against stolen vehicles, amber alerts, wanted offenders, and whatever is populated into NCIC. The ALPR, is used as a way to stop crimes that are in progress, help solve gun violence crimes, and provides investigative leads in several ways. The paragraph read from the Pennsylvania District Attorneys Association, (Hearing on HB 317 and HB 1509, page 1, August 13,

	2019), states, "ALPRs help support laws enforcement efforts to investigate a wide variety of criminal activity, including recovering stolen vehicles and other property, locating missing individuals, apprehending murderers and child molesters, and assisting domestic violence cases. Data from ALPRs provides strong and solid investigate leads, allowing police to locate and identify suspects, witnesses, and victims, and to identify vehicles used in an area near where the offense occurred. The information is particularly helpful when law enforcement is attempting to identify an individual at a specific crime scene location." The initial policy was overly perscriptive; omitted insignificant language; want to bring that policy up to a slightly higher level by writing a policy that would be vendor agnostic. ALPR can only be used for a valid law enforcement purpose; data that comes from ALPR's can only be quiered for law enforcement purposes and must be kept in a secure manner, consistant with NCIC. Any ALPR system comes with an audit trace capability. It was brought up that there was once a lot of concerns about ALPRs, but there have been lots of changes. It was suggested for more research to be done. There are a lot of success stories.
Action:	1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary.

2. SOP 1-34 (formerly 4-5) Crime Prevention Section	Presented by: Crime Prevention Section Laura Kuehn
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The main goal of the policy is to define their unit's goals and to talk about their interaction with the community. Changes have to do with the clarification, specifically with acronyms. Albuquerque Block Captains are a separate entity from the PD. They are struggling with memberships; there will be a meeting this Saturday regarding the organization moving forward. APD will still sponsor. One of the changes made is the crime prevention materials so they can be printed; also changed was the format of the brochures. To help the flow, a few neighborhood watch things were grouped together. Hours will now be logged in through Telestaff because, with Kronos, there were issues. The reports submitted to Operations Review will not be submitted on a quarterly base rather than an annual basis; they are submitted monthly as well. On page 4, Auto Burglary presentation will be added to teach safe driving. Block Captian Programs, all block captains, are getting assigned an officer. There are also minor suggestions to change grammar on page 3 and 4.
Action:	1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary.

3. SOP 2-25 Bomb threats and Bomb Emergencies	Presented by: Sgt. Z. Cancilla

Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy is due for an annual review. It was in need of a "Purpose" Statement. This is the department's overall response on how to handle bomb threats and bomb emergencies. A definition section was added; that language was extracted from the rules and responsibilities. Bomb Threat conditions were taken out because the "Bomb Threat" definition was one of the definitions added. There is a section outlining what a bomb threat is as opposed to what is bomb emergency is. The detonated device was added; that falls under a non-emergency. A recommendation to put the definition of "Military Ordinance" in the definition section, so there is a clarification difference between Bomb Explosive Device and Military Ordinance. Right now, that information is in the 1-42 Explosive Ordnance Disposal Unit (Bomb Squad) Policy. Language omissions were done to clean-up the policy. The word "Communications" changed throughout the policy to the proper term Emergency Communications Center (ECC). In section 2-25-2, A-1, a,b,c, the suggestion to add the language, "has responsibilities to each sentence because the word "responsibilities" was taken out of the title. In A-2, Dispatched Officer, it is unclear who dispatches; there was a suggestion made to clarify who dispatches. The only major addition done to this policy was under 2-25-2, E, now D, Call Out Criteria for the Bomb Squad, letter F, was added to match last year's policy 6-7, which is now 1-42, which is the Bomb Squads SOP, that condition was added-in due to field incident. The Bomb Squad has several different ways to track incidents; they get coded; a ten code for data tracking purposes was created. An internal tracking method is tracked within a CAD system for DOJ and the Chief's staff. Sgt Z. Cancilla provides guidance and information to the field regarding a phone-in bomb threat; he monitors the call from start to end. If a suspicious package is phoned-in, that is considered a bomb emergency, and Squad goes out. A future meeting will be set to go over a legal questions to be able to continue the finalization process of the policy.
Action:	2. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary.