



# CITY OF ALBUQUERQUE

## Albuquerque Police Department Office of Policy Analysis (OPA)

**MEETING MINUTES: 20-10**

**DATE: October 7, 2020**

**TIME: 1:00 pm – 3:00 pm**

**VENUE: Zoom Web Conference**

### ATTENDEES:

Patricia Serna	Policy and Procedure Unit
Officer Tanya La Force	Policy and Procedure Unit
Commander Zak Cottrell	Internal Affairs Professional Standards Division
Sgt. Will Taylor	Air Support Unit
Lt. Matthew McElroy	Criminalistics
Det. Robert Carlson	Operations Review
Lt. Nick Wheeler	Metro Traffic Division
Dr. William Kass	CPOA
Edward Harness	CPOA
Ali Abbasi	CPOA
Patty French	False Alarm Enforcement
Robyn Rose	City Legal
Greg Mondragon	Prisoner Transport Unit

1. SOP 1-1 Personnel Code of Conduct	Presented by: Commander Zak Cottrell, Internal Affairs Professional Standards Division
Discussion:	Commander Cottrell explained that the material was reorganized and generally updated. It was suggested and agreed to cite to the CBA's for unions other than the collective bargaining agreement between the City and the APOA, including AFSCME Local 2962 Clerical Union and Local 3022 M-Series Union.
Action:	1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.
2. SOP 1-15 (Currently 5-2) Air Support Unit	Presented by: Sgt. Will Taylor, Air Support Unit
Discussion:	Sgt. Taylor explained it had been awhile since this SOP had been updated and that the SOP was revised to align it with APD's current policy standards. He explained that some of the material was moved to the Air Support Unit Manual.

Action:	2. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.
3. SOP 1-35 Crime Scene Specialists Unit	Presented by: Lt. Matthew McElroy
Discussion:	Lt. McElroy explained that the SOP was revised to align it with APD's current policy standards. He pointed out that several definitions were added to the policy. It was questioned how many CSSs APD has and where they are dispatched from. A question was asked about how the CSS would know the disposition of evidence since they do not attend court. Lt. McElroy confirmed CSSs do go to court and that it is in their process to look at the disposition of case(s). It was questioned which union represented CSSs. Lt. McElroy confirmed it was the Local 3022 M-Series. The Policy Manager added a comment in the draft to cite to Local 3022's collective bargaining agreement. Another question was asked about the type of training CSSs received.
Action:	3. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.
4. SOP 2-1 Uniforms	Presented by: Det. Robert Carlson, Operations Review
Discussion:	Det. Carlson explained that the SOP was revised to align it with APD's current policy standards. He explained that language was standardized when terms were used to refer to the same things. He explained that the uniform model numbers were stricken from the policy in case these changed.
Action:	4. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.
5. SOP 2-47 Crashes Involving Police Vehicles	Presented by: Lt. Nick Wheeler, Metro-Traffic Division
Discussion:	Lt. Wheeler explained that the language that described the types of photographs taken by CSSs was clarified. He confirmed that material on language in SOP 2-50 Safety Review Board that addressed incidents involving damage to a tire and/or rim was moved to 2-47, under Reporting Requirements. A question was asked about the disposition of data on crashes and whether training is based on those data. Lt. Wheeler confirmed all preventable crashes are tracked by the Internal Affairs Professional Standards Division.
Action:	5. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.
6. SOP 3-13 Officer's Duties and Conduct (SOP For Deletion)	Presented by: Commander Zak Cottrell, Internal Affairs Professional Standards

	Division
Discussion:	Commander Cottrell explained that most of this SOP was very redundant and explained that a couple of subsections that were not covered in 1-1 were moved over to SOP 1-1. Otherwise, 3-13 will be deleted when 1-1 is republished.
Action:	6. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for the 15-day commentary period.