## Meeting Minutes: 20-07

**Date:** July 1, 2020  
**Time:** 1:00 pm – 3:00 pm  
**Venue:** Zoom Meeting  

### Attendees:

- Lt. Matt McElroy: Crime Lab  
- No attendance: APD Safety Officer  
- Shawn Willoughby: APOA President  
- Patricia Serna: Policy Manager  
- Dr. William Kass: CPOA Member  
- Diane McDermott: CPOA Member  
- Sharon Walton: APD Policy Consultant  
- Ali Abassi: CPOA Member  
- Roslin Nieto-Sandoval (for Kathy): Records  
- Sgt. Hoisington: Advanced Training/Academy/Backgrounds  
- Edward Harness: CPOA Director  
- Camila Valdez: SOP Liaison  
- Det. Chermaine Carter: SOP Coordinator  
- Greg Mondragon: Prisoner Transport Center  
- Robyn Rose: City Legal  
- Sgt. M. Vollmer: Cold Case Unit  
- Frank Tafoya: FTEP/Academy  
- Lt. Chris Patterson: FTEP/Academy  

### Discussion:

An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This was rewritten as an entirely new SOP. Cold Cases may be returned to the original detective but this is determined by Supervisor/Sergeant of unit, depending on case load. They may pull in other detectives from other units. They have 500 cases to go through and use forensic technology or missing information or witnesses. The case agent will sometimes get called out with homicide.
They evaluate cases for solvability and time needed. The Sergeant also supervises missing persons.

| Action: | 1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary. |

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<tr>
<th>2. SOP 1-46 Field Training and Evaluation Program (FTEP) (Currently 6-1-5)</th>
<th>Presented by: Lt. Patterson</th>
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<tr>
<td>Discussion:</td>
<td>An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was previously part of SOP Training Division. Definitions were added for collateral duty and community-oriented policing. Many of the included provisions are necessary to be in compliance with the CASA. The program requirements now include those for no experience lateral officers. There have been provisions added for on-the-job training requirements. Roles and responsibilities within the program have been added to be comprehensive and effective. A field training guide exists for each training supervisory role in the program. Refresher training was discussed and clarified within the SOP.</td>
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<td>Action:</td>
<td>1. The draft SOP, as presented, was reviewed by OPA and will be posted on PowerDMS for 15 Day Commentary.</td>
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<th>3. SOP 2-21 Apparent Natural Death/Suicide</th>
<th>Presented by: Lt. McElroy</th>
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<tr>
<td>Discussion:</td>
<td>An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. Added purpose statement and policy statement. Clarifying language for OMI request in dangerous situation. A crime scene specialist will assist the investigation. Designates inner perimeter of the crime scene to make sure there is no interference. Responsibility of notification to family/next of kin was discussed and determined to be the OMI’s job. It was also discussed that based on the experience of the dispatched officer, they may not necessarily need to check for a pulse for an apparent natural death.</td>
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