

## CITY OF ALBUQUERQUE

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

**MEETING MINUTES: 19-1** 

**DATE:** April 18, 2019

TIME: 10:00am - 12:00pm

VENUE: LEC, Tech Services Conf. Rm. #304, 3rd floor - old side

## **ATTENDEES:**

Shaun Willoughby, Det./APD/APOA Rep. Greg Mondragon, APD PTU Ed Harness, CPOA Executive Director Kim Prince, SOP Liaison Julie Maycumber, Ofc./Compliance E. Frank Galanis, Risk/APD Chris George, Cmdr./SED Vicki Williams, NECPC

J. Hoisington, Sgt./Academy Amir Chapel, Mgr./ Compliance Chermaine Carter, APD Ofc./Compliance Sofia Torres, Radio Elizabeth Martinez, USAO/DOJ Lindsay Van Meter, City Legal Michelle Campbell, Cmdr./ Compliance

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SOP 1-35 Crime Scene Specialists		Presented by: Cmdr. Chris George and	
(formerly 5-8)		Ofc. Julie Maycumber	
Discussion:	An overview of the draft policy was presented to the Office of Policy		
	Analysis (OPA) for review. This policy was due for an annual review.		
	Some of the content from this policy was moved to other SOPs where the		
	information was more pertinent	to a different unit.	
Action:	The draft SOP as presented was reviewed by OPA and will be		
	posted on PowerDMS for 7 Day Commentary.		

2. SOP 1-41 Evidence Unit		Presented by: Cmdr. Chris George and	
(formerly 5-6)		Ofc. Julie Maycumber	
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The policy was due for an annual review. During the review, content unrelated to this unit was removed and replaced by clarifying language pertinent to the unit's rules and responsibilities.		
Action:	The draft SOP as preser posted on PowerDMS for	nted was reviewed by OPA and will be or 7 Day Commentary.	

Unit (formerly 5-7) Discussion: An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The policy was due for an annual review. descriptions were removed from the SOP which is not policy materia SOP was updated to reflect current unit procedures and rules; outdated information was removed.  Action:  1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.  4. SOP 1-87 Scientiffic Evidence Div. (formerly 5-5) Discussion: An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The policy was due for an annual review. Changes made reflect new procedures for "call-outs," technological advances, updated roles within the division, and lab security concern were addressed.  Action:  1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.  5. SOP 2-65 Interviews and Collection of Evidence at Hospitals (REMOVAL) Discussion: An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. being removed as an SOP, but the content has been incorporated in other related policies.  Action:  1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.  6. SOP 2-72 Digital Photography/ Presented by Cmdr. Chris George a Imaging (REMOVAL) Discussion: An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. Being removed as an SOP, but the content has been incorporated in other related policies.  Analysis (OPA) for review. This policy was due for an annual review. Being removed as an SOP, but the content has been incorporated in other related policies.				
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7. SOP 2-73 Collection, Submission, Presented by Cmdr. Chris George a	7 SOP 2-7	73 Collection Submission	Presented by Cmdr. Chris George and	
And Disposition of Evidence Ofc. Julie Maycumber:				

Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The policy was due for an annual review. The policy's name has changed to capture the SOP's purpose better. Changes to the policy were made to provide clarity and updates to rules, responsibilities, and procedures.
Action:	The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.