



CITY OF ALBUQUERQUE

Albuquerque Police Department
Office of Policy Analysis (OPA)

**Meeting Minutes
18-15**

DATE: August 30, 2018
TIME: 10:00am – 12:00pm
VENUE: Chief's Conference Room, 5th floor, LEC

ATTENDEES:

Jolene Luna, Implementation Unit Mgr.
William Kass, POB
Ed Harness, CPOA Executive Director
Paul Skotchdopole, CPOA Investigator
Chantel Galloway, POB
Ferris Simmons, Lt. /FS
David Saladin, Lt. /Academy
Justin Montgomery, APOA Rep.
Leroy Garcia, APD Records Technician
Kim Prince, SOP Liaison
Julie Maycumber, APD Officer/FS
Sofia Torres, Communications
Greg Mondragon, Transport Officer

Sara Haugaard, ISR-UNM
Lindsay Van Meter, City Legal
James Lewis, Mayor's Office
Sean Wallace, Lt. /SID
Shawn Garrett, Lt. /FS
Felipe Garcia, Sgt. APD Field Services
Melissa Kountz, City Legal
Devon Moody, City Legal
Jackie Brown, HR
Danyel Mayer, City Legal
Chelsea Van Deventer, POB

1. SOP 1-5 Harassment/Sexual Harassment in the Workplace	Presented by: Devon Moody and Melissa Kountz (City Legal)
Discussion:	Presenters looked at the policy and made sure it mirrored the City's Administrative Instruction 7-18. The policy mirrors actual practice, officer arranging for investigation. The failure to report a harassment incident will meet federal and state law and includes disciplinary measures. Changes were made to cover all protected classes. The APD Personnel Division Manager title has changed to APD HR Administrator which will be corrected in the draft policy.
Action:	1. The draft SOP will be moved to PowerDMS 7 Day Commentary, as agreed upon by OPA.

2. SOP 2-6 Use of Emergency Warning Equipment	Presented by: Officer Julie Maycumber
Discussion:	Presenter stated that this policy was due for annual review. There are minor language changes. CPOA and other OPA members noted Section 2-6-4 A.1, language, regarding “an actual or suspected law violator”, reflects State Statute (66-7-6) and should be left in the policy.
Action:	1. Section 2-6-4 A.1 will be updated to reflect the original statutory language. All other policy amendments will remain. Policy will move forward to PowerDMS 7 Day Commentary.

3. SOP 2-33 Rights of Onlookers	Presented by: Officer Simon Drobik (PIO)
Discussion:	Presenter commented that there were some minor changes to lengthy language. There was a change regarding cellphones being used as a recording device. CPOA recommended leaving language in regarding overhearing conversation, should possibly say in paragraph 2-33-2 B, as long as it is not impairing an officer’s ability to perform their duty. APD members identified several sections in the SOP that do not line up with current law. OPA members requested that City Legal review the entire policy for legal accuracy.
Action:	1. City Legal will work with the Presenter, Simon Drobik, to refine the policy language. OPA members requested the policy be heard at OPA once the additional edits are completed.

4. SOP 2-36 Police Press Relations and Release of Police ID Photographs	Presented by: Officer Simon Drobik (PIO)
Discussion:	Presenter discussed language regarding Supervisor Rules and Responsibilities and amended 2-36-4 A.1, to allow an on-scene supervisor to handle initial and routine media contacts. Supervisor is to call PIO to explain what is going on at the scene. CPOA inquired about specific training for the PIO. Presenter stated there is no specific training, it is the Chief of Police that approves the position. Few apply for the position. Presenter indicated changes regarding public access; changes regarding confidentiality of police tactics; changes regarding media ride-alongs. POB member inquired about media access to initial information. The presenter stated that the initial information comes from the on-scene supervisor and is based on the immediate investigation on scene. Members from CPOA and POB wanted to know if there is a specific SOP which covers the PIO position. The presenter stated that the Chief stipulates duties. CPOA noted that this policy has First Amendment issues that need to be addressed and wanted to know if it had been reviewed by City Legal. It was concluded that it had not been presented for review by City Legal.
Action:	1. Policy will be presented to City Legal for a review. Legal will work with the Presenter to make any necessary changes. OPA members agreed that this policy should come back to OPA for review before it is posted on PowerDMS 7 Day Commentary.

