



CITY OF ALBUQUERQUE

Albuquerque Police Department

Policy and Procedure Unit (P&P) (Formerly OPA)

MEETING MINUTES: 21-10

DATE: June 30, 2021

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
Angelina Medina	Policy and Procedure Unit
Acting Commander Sean Waite	Compliance and Oversight Division
Dr. William Kass	Civilian Police Oversight Agency Board (CPOAB)
Edward Harness	Civilian Police Oversight Agency (CPOA)
Ali Abbasi	Civilian Police Oversight Agency (CPOA)
Carlos Pacheco	City Attorney
Lt. Randall Crawford	Presenter – Compliance Division
Sgt. Christopher Schroeder	Presenter- Open Space
Gilbert Gallegos	Presenter- Director of Communications
Commander Leonard Nerbetski	Presenter - Real Time Crime Center (RTCC)
Sgt. Jeffery Abernathy	Presenter- Internal Affairs Professional Standards Division
Frank Galanis	Presenter- Department Safety Officer
Lt. Mark Landavazo	Compliance and Oversight Division
Kathy Roybal-Nunez	Records Division

1. SOP 1-2 Social Media		Presented by: Gilbert Gallegos
Discussion:	Mr. Gallegos explained the Public Information Officer (PIO) office is in charge of the Departments social media webpages. There were updates to the policy for legal definitions as well as employee rights and responsibility. The policy language was updated to coincide with the City	

	<p>of Albuquerque’s social media policy so that they did not conflict with each other. Employee’s free speech and employee rules and regulations were considered while updating the policy. Mr. Gallegos advised he recently attended a conference where he was able to discuss other law enforcement agencies policies on social media. This helped assist with updates to this policy. Some updates include if Department personnel comment on Department social media posts, the employee should still promote the Departments vision/mission statement. Albuquerque Fire Rescues (AFR) social media policy was reviewed to assist with revising section of the policy on prohibited social media use. Mr. Gallegos confirmed that personnel will be trained about the policy once it is approved and republished. He said the policy was updated to advise that social media use should not impede jobs. He confirmed the policy requires personnel to maintain the confidentiality of calls for service and crime scene information. He said an update was made to permit sworn personnel to post images of themselves in their uniforms but that they still need to abide by the vision/mission statement, as well as all Department policies. He explained that if there are any questions on what is allowed or not allowed, the policy recommends personnel to contact the PIO for clarification. Department social media use on Department social media pages by Department Personnel Rules and Regulations were explained and approval/monitoring of publications will occur. Question: What is the reason behind allowing officers to show themselves in their uniforms on social media? The Department is allowing personnel to show themselves in their uniforms on their personal social media pages to relax the provisions in the policy. This was not allowed previously, as the only time personnel were allowed to be in uniform on social media was for Department events. Question: Are social media posts made by Department personnel on their personal social media accounts considered public record? Mr. Gallegos was unable to answer the question and suggested the question be forwarded to the City Legal team. Question: Can older posts be accessed after they’ve been archived? The City policy indicates that all posts be archived, so there should be access to older posts made by the Department.</p>
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department’s document management system for the 15-day commentary period.

2. SOP 1-19 Shield Unit	Presented by: Sgt. Andrew Wickline
Discussion:	Sgt. Wickline was unable to attend the meeting to present the policy draft. The policy will be presented at a later date.
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department’s document management system for the 15-day commentary period.

<p>3. SOP 1-83 (Currently 5-9/5-10) Real Time Crime Center</p>	<p>Presented by: Commander Leonard Nerbetski</p>
<p>Discussion:</p>	<p>Commander Nerbetski stated the previously published policy had a step-by-step guide that should be in a handbook rather than a policy. The policy language was updated to coincide with the Department's current policy conventions. The definition section was rewritten to include standard definitions that were missing in the policy. The updated definitions were obtained through national databases. The Real Time Crime Center (RTCC), Crime Analysis Unit, and Video Unit responsibilities were explained as to why each unit is separate and how they assist each other. Commander Nerbetski stated his goal was to simplify the policy. Question: How do you protect the privacy of community members as stated in the purpose statement? Commander Nerbetski explained that the policy is guided by FBI policies on criminal intelligence systems and that all information that is obtained has to be law enforcement related per RTCC guidelines. Question: How does tactical analysis lead the investigation to a public domain? Would there be a situation when tactical information is obtained that is not law enforcement sensitive? After the situation has ended, would that information still be protected from public inquiry? If the disclosure of information is going to impact the integrity of the investigation or the safety personnel, or if it is defined as being law enforcement sensitive information, then the information would not be released to the public. Question: What has been done to prevent errors where important information on individuals in behavioral health crisis was not provided to the officers that were involved in a current situation? Information from the Crisis Intervention Team (CIT) is provided to Field Services Bureau officers while responding to calls for service. Question: How do you feed the information obtained back to the system for future calls for service? Commander Nerbetski explained it goes through the Department records management system and the Computer-Aided Dispatch (CAD) system and made available to the RTCC Bridge. The information is added to the CAD by the officer's supervisor. Question: Is there a long-term process being set for training on errors that are made? Crisis Intervention Section Lieutenant Matthew Dietzel is working on the long-term process. There is also an upgrade to the technology that RTCC uses that will be occurring soon.</p>
<p>Action:</p>	<p>The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.</p>

<p>4. SOP 2-28 (Formerly 3-20) Flood Action Control Plan</p>	<p>Presented by: Sgt. Christopher Schroeder</p>
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Discussion:	Sergeant Schroeder with the Open Space Unit explained that during times of heavy rainfall and hail, the ditches fill up with large amounts of water and community members sometimes go into the ditches. The policy assists the officers that are sent to these types of calls when a victim has been caught in the ditch with running waters. There are predetermined locations that officers will be sent to so that they can assist Albuquerque Fire Rescue (AFR) with the rescue. The Open Space Unit is trained alongside AFR to assist AFR during these calls as AFR normally takes the lead for these calls. This helps to obtain a unified command during the rescue. Sgt. Schroeder confirmed that training for the Department will be implemented soon. Question: How does APD assist if AFR is in command during the rescue? The Department has a new radio system that allows AFR and APD to be on the same radio system so both Departments have a unified command to get assistance at the listed predetermined locations. The unified command allows trained units to be sent to the correct locations in preparation of the victim possibly heading toward them.
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.

5. SOP 2-81 Off-Duty Conduct; Power of Arrest	Presented by: Sgt. Jeffrey Abernathy
Discussion:	Sergeant Abernathy stated language was updated to coincide with current policy conventions. It was explained that an officer could arrest for the prevention of a crime or apprehension of a subject if they are off-duty. If an off-duty officer is cross-commissioned and in that area when off-duty, they are able to assist in the situation if it meets previously discussed regulations. Question: Can you give some background on whether personnel have violated this policy? Sgt. Abernathy explained there have been two (2) complaints stating the officer did not have the right to pull the community member over due to jurisdictional issues. In both cases, the officers were cross-commissioned in the areas they performed the stop. Under the state statute, an officer can stop someone outside of their jurisdiction and call the local agency to see if they would like the officer to respond for enforcement. Question: It says that off-duty officers shall not enforce minor traffic violations. Can an on-duty officer be called to the situation? If the off-duty officer witnesses the situation, they can call in for an on-duty officer to assist. Question: Standard Operating Procedure (SOP) 2-40 says that an officer who observes a violation cannot call an officer to initiate the enforcement that was seen. Sgt. Abernathy stated that this would depend on the violation. If it were a minor violation, like not using a traffic signal, then no they cannot, but if it was a hit and run and the information is needed, then the off-duty officer can assist and/or call for another officer.

Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.
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6. SOP 3-30 Line Inspection Process	Presented by: Lt. Randall Crawford
Discussion:	Lieutenant Crawford stated this is the six (6) month review of the policy. He explained that the Department uses line inspection forms to ensure officers are complying with rules, regulations, and the Court Approved Settlement Agreement (CASA). A change was made to the way the officers report line inspections and the weapon serial numbers are now populated on the forms for the supervisors. He explained that the weapon verification process was added to the policy to ensure that lieutenants are verifying personnel have the correct serial numbers on their assigned weapons. A form was created in PeopleSoft to ensure the supervisors are doing inspections. Question: What do you consider the most important findings in the line inspection? Lt. Crawford explained the most important aspect of the line inspection is for supervisors to visually inspect and verify their officers' weapon serial numbers.
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.