CITY OF ALBUQUERQUE

Albuquerque Police Department

Policy and Procedure Unit (P&P)

MEETING MINUTES: 22-12

DATE: June 1, 2022

TIME: 1:00 pm – 3:00 pm

VENUE: Zoom Web Conference

ATTENDEES:

Patricia Serna	Policy and Procedure Unit
Alexis Galloway	Policy and Procedure Unit
Officer Tanya La Force	Policy and Procedure Unit
Ali Abbasi	Civilian Police Oversight Agency (CPOA) Investigator
Trevor Rigler	Assistant City Attorney
Acting Commander Aaron Jones (Presenter)	Investigative Services Division
Patricia French	Interim Civilian Police Oversight Agency Board (CPOAB) Chair
Sergeant Brandon Wesenberg (Presenter)	Special Investigations Division
Sharon Walton	APD Policy Consultant
Sergeant Chandler Huston (Presenter)	Performance Evaluation and Management Unit
Sergeant Matthew Groff (Presenter)	Special Operations Division

1. SOP 1-14 Rapid Accountability Diversion Program	Presented by: Acting Commander Aaron Jones
Discussion:	Acting Commander Jones explained the purpose of the policy, he described each section, and why the policy was created. He also explained that the language was changed to align it with the Department's current policy conventions. **Question: For the Rapid Accountability Diversion (RAD) Program, are there any success stories that can be shared and have there been any juveniles that have been successfully diverted from the criminal justice system because of the RAD Program? Answer: Acting Commander**

	Jones said he does remember in 2019 that there was a call for service that he worked with that involved juveniles that went to school downtown. He went on to explain that he did not have any success stories specifically prepared to discuss during this meeting. Question: You mentioned that offenses are mostly minor offenses that are substance-related. Are there any changes to the offenses that have been added to the list? Answer: I am not aware of any changes to the offenses. There was a lot of work done on the front end of the policy while it was being developed identifying the misdemeanor offenses that qualify an individual for the RAD Program.
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 2-25 Bomb Threats and Bomb Emergencies	Presented by: Sergeant Matthew Groff
Discussion:	Sergeant Groff explained that the main change was the call-out criteria. He explained that very minor changes were made to the verbiage in the policy. **No questions were asked.**
	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.
3. SOP 2-64 Violence Intervention Program (VIP) Custom Notification Deliveries	Presented by: Acting Commander Aaron Jones
Discussion:	Acting Commander Jones explained the purpose of the policy and explained the Violence Intervention Program (VIP) and how it related to SOP 1-14 Rapid Accountability Diversion Program. **Question: How are the individuals identified and how does the Albuquerque Police Department (Department) communicate with the victim? Answer: The person is usually at a high risk of being the victim of retaliation. He explained that there are groups of individuals and those groups are identified by self-admission or social media. Usually, the Department will reach out by a custom notification to everybody who is involved in an investigation and tell them there are resources to help them. Question: How many sworn and civilian employees are part of the VIP? Answer: VIP is being led by Deputy Commander Jason Janopoulos and he has one sworn officer that works with him. The Deputy Chief of the Investigations Bureau assists with the program. Deputy Commander Janopoulos and Detective Faith Vigil deliver the custom notifications. He explained that, as a Division, he has every unit from among the three gun violence units assisting with these investigations. Gerri Bachicha from the City-civilian side has 6-8 civilian employees assisting as well. Question: The policy states that VIP gets referrals from other law enforcement agencies. Are there any referrals out-of-state state agencies or federal law enforcement agencies? Answer: VIP has seen referrals from federal law enforcement agencies but usually they are**

	referrals from local agencies. Recently, for example, they received a referral from the Bernalillo County Sheriff's Office (BCSO).
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.

4. SOP 2-108 Electronic Communications Privacy Act Procedures	Presented by: Sergeant Brandon Wesenberg
Discussion:	Sergeant Wesenberg explained that this policy did not have any major changes only a minor change to reflect the terminology that is used for the new evidence collection system. **No questions were asked.**
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 3-12 Awards and Recognition	Presented by: Sergeant Chandler Huston
Discussion:	Sergeant Huston explained that the key changes to the policy include adding the criteria for award eligibility, and the addition of two (2) new awards to incentivize employees' recruitment efforts. He said the timelines to present an award were changed. **No questions were asked.**
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.

6. SOP 3-50 Forms Control	Presented by: Patricia Serna
Discussion:	Patricia explained that there was one change made to the policy. The change was forms from "other" to "outside" agencies. Patricia also explained what Forms Control was, the forms process, and how it helps guide the SOP Liaison, Alexis Galloway. **No questions were asked.**
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.