



**CITY OF ALBUQUERQUE**  
**Albuquerque Police Department**  
**Policy and Procedure Unit (P&P)**

**MEETING MINUTES: 21-15**

**DATE: September 15, 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
A/Commander Jason Sanchez	Compliance and Oversight Division
Edward Harness	Civilian Police Oversight Agency (CPOA)
Ali Abbasi	CPOA
Lieutenant David Saladin	Academy Division
Trevor Rigler	City Attorney
Fred Mowrer	Albuquerque Police Officers' Association (APOA)
Judge Sharon Walton	Compliance and Oversight Division <u>Policy</u> Consultant
Kelly Mensah	Community Policing Council (CPC) Liaison
Gabrial Lopez	Tech Services <u>Unit</u>
Sergeant Richard Ingram	Criminalistics (Presenter)
Sergeant Xavier Chacon	Operations Review Section (Presenter)
Deputy Commander Jason Janopoulos	Special Investigations Section (Presenter)
Sofia Clingenpeel	Emergency Communications Center (Presenter)
Yvonne Fox	Emergency Communications Center (Presenter)

<b>1. SOP 1-58 Crime Gun Intelligence Center</b>	Presented by: Sergeant Richard Ingram
Discussion:	Sergeant Ingram stated that this policy incorporates National Integrated Ballistic Information Network (NIBIN) and Shot-Spotter <del>r</del> Responses. The

	definitions that relate to NIBIN were explained. The type of NIBIN Hits that occur and how they are investigated was discussed. The training for Crime Gun Intelligence was discussed. <b>There were no questions.</b>
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.

<b>2. SOP 2-16 Report cards (Currently Records)</b>	Presented by: Officer Tanya La Force
Discussion:	The <del>title name</del> of the policy was changed and a definition of a <del>"report" card</del> "report" card was added. Language and formatting was updated to coincide with <u>APD's</u> current policy <u>conventions</u> . <b>There were no questions.</b>
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.

<b>3. SOP 2-30 Emergency Command Post</b>	Presented by: Sgt. Xavier Chacon
Discussion:	Sgt. Chacon advised the policy was reorganized and some sections were updated. The use of "unusual occurrence" <u>was</u> removed and language was updated. <b>There were no questions.</b>
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.

<b>4. SOP 2-71 Search and Seizure without a Warrant</b>	Presented by: D/Commander Jason Janopoulos
	D/Commander Janopoulos stated the definition for "probable cause" was expanded to be more specific. This policy shows the rules and procedures that officers have to use on a daily basis. <u>Regarding</u> <del>The</del> Stop and Frisk (Terry Stop), <del>in regards</del> <u>a review of</u> <del>to</del> what is allowed and not allowed was explained. The exceptions for vehicle searches and <u>the</u> required steps <del>were</del> <u>as</u> discussed. <b>There were no questions.</b>
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.

<b>5. SOP 2-87 Graffiti</b>	Presented by: D/Commander Jason Janopoulos
Discussion:	D/Commander Janopoulos advised this policy is being archived due to <del>the Albuquerque Police Department</del> <u>APD</u> no longer responding <u>ings</u> to these calls. The City of Albuquerque through <u>the Solid</u> Waste Management

	<u>Department is now responsible for the</u> <del>does the</del> removal of all graffiti. <b>There were no questions.</b>
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.

<b>6. SOP 2-100 (Currently 2-01 and 9-1) Emergency Communication Center (ECC)</b>	Presented by: Sofia Clingenpeel and Yvonne Fox
Discussion:	<p><del>Sofia Ms.</del> Clingenpeel stated revisions <u>to the SOP started</u> <del>have been made since</del> in 2012. The draft was presented in 2018 with around three hundred (300) pages and <u>she and her colleagues were</u> <del>as</del> asked by the <del>board</del> <u>to former Office of Policy Analysis personnel</u> to <del>cut</del> <u>decrease</u> the length of the policy. Call types have now been placed in a call type manual that will be available <u>for APD, namely ECC, personnel</u>. The definitions section was updated. The priority system was updated in 2019 to go from a 3-<u>tiered call</u> priority system to a 5-<u>tiered call</u> priority system. The memos that had <del>ve</del> been <del>given</del> <u>distributed</u> to <del>staff</del> <u>ECC personnel</u> were added in the policy. Each employee's responsibilities have been outlined in the policy <u>as based on their assignments</u>.</p> <p><b>Question: <del>Was it addressed for w</del> <u>Did you address when the Department goes to Presbyterian Rust Medical Center due to it being outside of of the Ceity-district?</u> In the current draft, it says <u>the Department will not be sent out of the county</u>. Department personnel are only sent out to out-<del>of-</del>county hospitals when the call originated in the <u>Ceity</u>. The change to this would have to come from <del>the</del> <u>Field Services Bureau</u>.</b></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.