



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

MEETING MINUTES: 23-05

DATE: March 08, 2023

TIME: 1:00 pm to 3:00 pm

VENUE: Zoom Web Conference

ATTENDEES:

Michelle Wright	Policy and Procedure Unit
Miles Begay	Policy and Procedure Unit
David Lopez	Assistant City Attorney
Sergeant Matt Groff (Presenter)	Special Operations Division
Sergeant Pete Silva (Presenter)	Recruiting Unit
Deirdre Ewing	Civilian
Diane McDermott	CPOAB Interim Executive Director
Sharon Walton	APD Consultant
Kathy Roybal-Nunez	Records Division Manager

1. SOP 1-42 (Formerly 6-7) Bomb Squad	Presented by: Sergeant Matt Groff
Discussion:	Sgt. Groff explained that he updated a few sections within the policy. He also updated the definition of bomb emergency, but no other major changes were made to the policy. Questions: It was asked if the unit utilizes a Total Containment Vessel

	(TCV) and if so what the standard practice is in weighing material before use? Sgt. Groff explained that there is one but that he it is not widely within the unit. He did state that he will review policy and update verbiage to policy regarding the utilization of the TCV. Suggestion: It was suggested to add the practice of the TCV into the policy.
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 1-85 (Formerly 6-2) Recruiting Unit		Presented by: Sergeant Pete Silva
Discussion:	Sergeant Silva explained that there were no major changes to his policy. He explained that sanctions and some minor verbiage was updated. 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.	