



# CITY OF ALBUQUERQUE

Albuquerque Police Department

Policy and Procedure Unit (formerly OPA)

**MEETING MINUTES: 21-4**

**DATE: March 10, 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
Deputy Commander Sean Waite	Policy and Procedure Unit
Edward Harness	Civilian Police Oversight Agency
Ali Abbasi	Civilian Police Oversight Agency
Trevor Rigler	City Attorney
Dr. William Kass	Civilian Police Oversight Agency Board (CPOAB)
Judge Sharon Walton	APD Policy Consultant
Julie James-Griego	Unknown
Kelly Mensah	CPC Liaison
Amanda Black	TRU
Jacob Hoisington	Training Division
Lt. Jennifer Garcia	SOD
Sgt. Ray DeFrates	Training Division
Officer James Burton	
Sgt. Brandon Wesenberg	

<p><b>1. SOP 1-12 (formerly 1-45) Volunteer and Internship Program</b></p>	<p>Presented by: Officer James Burton</p>
<p>Discussion:</p>	<p>Officer Burton advised the policy is a combination of two (2) policies. The programs are run by Volunteer Coordinator position. Officer Burton advised what the duties were for volunteers and interns. Discipline for any interns or volunteers being put in to the program without being approved was added to the policy. Question: What the reason was for</p>

	<p>the 40-hour limitation on volunteering? Officer Burton advised that any extra hours are approved so that volunteers are not over used.</p> <p>Question: What areas are volunteers used? Officer Burton advised that some volunteers are chaplains, assistant managers that help officers with office work, and volunteers at substations. Question: Where do we recruit volunteers? APD works with the city to help with the One ABQ volunteer program, the Department goes to city and community events, or recruiting events to provide opportunities for volunteers. For internships, APD has agreements with high school and college advisors to provide opportunities for internships in the department.</p>
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

<b>2. SOP 1-54 (formerly 4-2) Honor Guard Team</b>		Presented by: Lt. Jennifer Garcia
Discussion:	<p>Lt. Garcia advised that the Honor Guard is for fallen or seriously injured officers. They also assist with color guard for ceremonies for City and the Department or approved by the Chief of Police. The Lieutenant went over the Honor Guard personnel's responsibilities. The Honor Guard are on call but have the ability to respond within twenty-four (24) hours. The team can request to be inactive for up to a year due to most members being on the tam for their entire career. Officers can be removed if they do not keep to duties of the Honor Guard. Honors that are offered to an officer due to an in the line of duty death were discussed. How to request Honor Guard services was discussed. Compensation and training for Honor Guard members was discussed.</p> <p>No questions</p>	
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.	

<b>3. SOP 2-14 Use of Cell-Site Simulator Technology</b>		Presented by: Sgt. Brandon Wesenberg
Discussion:	<p>Sgt. Wesenberg went over the few changes that have been made to the policy such as the forms that are being used and acronyms were added.</p> <p>– The Sergeant went over a brief over view of what the policy is and how the Unit uses the technology. Question: Is this something that goes against the 4<sup>th</sup> amendment? The Sergeant advised it does not go against the 4<sup>th</sup> amendment. Question: Is there access to the logs of the usage of the technology to check for abuse and what type of cases is the technology used? The Sergeant gave an example of cases that can be used on. The information the technology obtains and process for use was discussed. The Sergeant advised the log sheets are available when requested. Question: Can this be used in an emergency? The technology can be used in emergencies with judicial authorization.</p>	

	Question: How do you insure that data will not be breached or compromised? Answer: there is not a cybersecurity officer assigned to the unit. That would need to be put thru IT or up the chain of command. Question: how long is information kept? Data is removed at the conclusion of the mission.
	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

<b>4. SOP 2-15 Small Unmanned Aircraft System (sUAS) Operations</b>	Presented by: Sgt. Brandon Wesenberg
Discussion:	Sergeant Wesenberg discussed how the sUAS was part of the Criminal Intelligence Unit and is now branching off. The Sergeant went over the new definitions and who runs that part of the program. A new form that is filled out when a drone is used was discussed and was advised that the forms are then sent to the Chief of Police yearly. The training for drone operators was discussed. Usage examples of the drones were given examples as well as examples of when not to use the drones. Following FAA Regulations was discussed. A mission checklist is completed and submitted within twenty-four (24) hours of any flights. Question: How are the sensors controlled on the drone? The sensors are attachments that can be added as needed. Question: Who controls what equipment is allowed to be added? The operation would determine what is needed on the drone. Question: How many drones does APD have? APD has thirteen (13) drones. Question: What is the difference between using a drone and a helicopter? The helicopter can fly for hours whereas a drone cannot. A helicopter has more airspace, but a drone can be put up faster and maneuverable in smaller spaces. Therefore, there are pros and cons to both. Question was asked about using the drone at protests. The Sergeant advised that they use the drones to look at the area where the protest is just to help with traffic for the protest. Question: What occurs to the recording of public demonstrations that are peaceful? There would not be a recording of the event. The drone would just be like binoculars to see another angle. Question: When are recordings being made? When requested by a warrant, crash reproduction, or pursuits are some examples. Recording are only made when there is an evidentiary purpose.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

<b>5. SOP 2-27 Rescue Task Force</b>	Presented by: Sgt. Raymond DeFrates
Discussion:	Sergeant DeFrates advised why the policy was introduced in the beginning. The policy is now being presented to be deleted. The personnel was not obtained and the training has not taken place for the

	policy. The program was not implemented and the policy needs to be deleted.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.