



CITY OF ALBUQUERQUE

Albuquerque Police Department

Policy and Procedure Unit (formerly OPA)

MEETING MINUTES: 21-5

DATE: April 7, 2021

TIME: 1:00 pm – 3:00 pm

VENUE: Zoom Web Conference

ATTENDEES:

Name	Organization/Bureau/Division/Section
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
Lieutenant David Saladin	Academy Division
Trevor Rigler	City Attorney
Dr. William Kass	Civilian Police Oversight Agency Board (CPOAB)
Sgt. Haugh	Operations Review
Wanda Harris	Community Policing Council (CPC)
Judge Sharon Walton	APD Policy Consultant
A/Commander Matthew McElroy	Scientific Evidence Division
David	Community Member
Commander Zak Cottrell	Internal Affairs Professional Standards (IAPS) Division
Kelly Mensah	CPOAB

1. SOP 2-107 Use of Crime Scene Specialist (CSS) Unit	Presented by: Lt. Matthew McElroy
Discussion:	Lt. McElroy explained they created the SOP to advise Department personnel when they should request a crime scene specialist. A question was asked why property crimes was lower on the list in the

	SOP. Lt. McElroy advised the SOP is for evidence collection not the investigation. The more violent crimes are at the top of the list due to degradation of evidence. Property crimes normally do not have degradation of evidence. A question was asked about the CSS photograph when use of force is used in the purpose statement. Lt. McElroy advised the investigations are still completed but CSS does the evidence collection.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

2. SOP 3-15 Sworn Personnel Positions and Seniority	Presented by: Sgt. Haugh
Discussion:	Sgt. Haugh advised the definitions were updated. Redundant language was taken out and they clarified language in the SOP. SOP 3-16 was combined with this SOP to help explain rank and seniority. A question was asked if there should be a sanction where it says shall. The Sgt. advised the SOP explains the situations not giving an order so no was sanction needed. A question was asked if the deputy commander is an at will position. Anything above an lieutenant is an at will position.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

3. SOP 3-16 Seniority	Presented by: Sgt. Haugh
Discussion:	Sgt. Haugh explained the SOP is being deleted as it was combined with SOP 3-15.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.

4. SOP 3-40 Civil Litigation Process	Presented by: Commander Zakary Cottrell
Discussion:	Commander Cottrell added a purpose and policy statement to the SOP. No major changes were made other than to put the SOP into active voice. No questions were asked.
Action:	The draft SOP, as presented, was reviewed by P&P and will be posted on PowerDMS for 15 Day Commentary.