



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

MEETING MINUTES: 21-13

DATE: August 11, 2021

TIME: 01:00-3:00 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
D/Commander Sean Waite	Compliance and Oversight Division
Commander Jason Sanchez	Compliance and Oversight Division
Dr. William Kass	Civilian Police Oversight Agency Board (CPOAB)
Ali Abbasi	CPOA
Richard Johnson	CPOAB
Trevor Rigler	City Attorney
Gabrial Lopez	Tech Services
Lt. David Saladin	Training Division
Lt. Juan Cabrera	Criminal Investigations (Presenter)
Sgt. Xavier Chacon	Operations Review Section (Presenter)
Commander Johnny Yara	Southeast Area Command (Presenter)
Lt. Randall Crawford	Performance Metrics Unit (Presenter)
Judge Sharon Walton	Compliance and Oversight Division Consultant

1. SOP 1-26 Special Victims Section	Presented by: Lt. Juan Cabrera
Discussion:	Lt. Cabrera advised the Special Victims Section (SVS) was previously the Juvenile Section. This policy incorporates all units under SVS. The definition section was updated to coincide with all policies. The Special

	<p>Victims Section consists of the Advocacy Unit, Child Abuse Response Evaluators (CARE) Team, Child Exploitation Detail (CED), Crimes Against Children Unit (CACU), Sex Crimes Unit, and Sex Offender Registration Detail (SORD). The policy discusses each of these sections in detail. The Advocacy Unit is comprised of two (2) civilians that work with the non-profit organization, Domestic Violence Resource Center (DVRC) and Field Services Bureau (FSB) personnel at the Family Advocacy Center (FAC). The CARE Team consists of FSB officers who are trained to respond to calls involving children. There are around 35-40 trained officers and two sergeants who are part of the CARE Team. The CED deals with child pornography and sex crimes over the internet. One change that occurred is that all alerts are under the Missing Persons Unit. The amber alerts used to come from this unit but now will be sent from the Missing Persons Unit. No changes were made to the responsibilities of the CACU in the policy. The Sex Crimes Unit responsibilities in SOP 1-88 Sex Crimes Unit were moved to this policy. The SORD is run by civilians, as well as sex crime officers to keep the sex offender registry up-to-date. SVS Detectives are mandated to use the Behavioral Sciences Section to help with stress management and mental health because of the types of calls they respond to. Question: You said that the Advocacy Unit had only two (2) staff members? Yes, but they work with the DVRC who has several employees. There are 30-45 officers on the CARE Team that are certified. Are they part of the unit or just on-call for that activity? They are FSB officers that have that extra training to assist with these types of calls. The CARE Team is sent during a call-out where they ask for a CARE Team officer, correct? The officers can be sent to a call but they are officers that are on-shift in that area command. An example of the type of call the CARE Team officers will be sent to was given. How is the staffing in each section? The CED has three (3) detectives and one (1) sergeant. The CACU has one (1) sergeant and five (5) detectives. This unit will be filled to eight (8) detectives. The Sex Crimes Unit is fully staffed with one (1) sergeant and eight (8) detectives per the CASA. The Sex Crimes Unit is also fully staffed at one (1) sergeant and eight (8) detectives. Do the units work in conjunction with CYFD? Yes, we work with CYFD and have monthly meetings.</p>
	<p>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.</p>

<p>2. SOP 2-39 (Currently 4-21) Field Services Bureau Response to Incidents and Events</p>	<p>Presented by: Sgt. Xavier Chacon</p>
<p>Discussion:</p>	<p>Sgt. Chacon stated the title was changed. The Albuquerque Free Expression and Parades Ordinance (AFEPO) was cited to in order to align the policy with City Codes and State Statutes. Minor changes were</p>

	<p>made to the purpose and policy statements, and the definitions. The definitions for “civil emergency”, “event”, and “incident” were added. Language throughout the policy was updated to coincide with current practice. If a supervisor is responding to a call for service where the Emergency Response Team (ERT) is not called out, the supervisor has to fill out an assembly or gathering post form for tracking purposes.</p> <p>Question: This policy states sworn personnel are prohibited from using Police Service Dogs (PSD). Are PSD’s taken to the assembly or only brought when the situation escalates? The PSD’s are never taken to the scene for crowd control. The language was added to be consistent with the CASA. You stated that with the history of a groups demonstrations that were previously peaceful are seen as possible being peaceful again. Are there any lessons learned in the last year of demonstrations that you incorporated or modified this policy because of? This is the pre-protest policy and many of the lessons learned were added to the ERT policy. This is the field response so the biggest change was that we are going to document when ERT does not respond.</p>
Action:	<p>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.</p>

<p>3. SOP 2-45 Pursuit by Motor Vehicle</p>	<p>Presented by: Commander Johnny Yara</p>
Discussion:	<p>Commander Yara advised a definition for “paralleling” was added and explained what paralleling is. Language was updated throughout the policy to coincide with current practice and state statutes. The different responsibilities for sworn involved in and leading the pursuit were discussed. The Pursuit Intervention Technique (PIT) language was updated to coincide with the current PIT policy, SOP 2-12 Pursuit Intervention Technique. If a pursuit is terminated by a supervisor, the supervisor directs the involved officers away from the location to show the pursuit was terminated. The Police Post-Incident Review and what to document was discussed. There was a deadline change for these reviews from five (5) to ten (10) calendar days due to being short staffed in getting the CAD recordings. A total of sixty (60) calendar days was given for commanders to complete their review of the Police Post-Incident Review. Pursuits that come from or are a part of another jurisdiction where explained and how APD will assist. Question: What is the status with the liabilities issues that come with a pursuit? This policy is micromanaged to reduce liabilities. The ability to keep eyes on the vehicle with StarChase and relying on Air Support Unit helps with reducing liability due to the individual believing that officers ceased pursuing them. Has there been a reduction in the number of pursuits? We do not have that number for you today but can get back</p>

	<p>to you. There is a section about not initiating a pursuit with a civilian in the vehicle. There have been situations when a civilian was on a ride-along and a pursuit was needed. There should be language added to allow, in emergency situations, the officer to initiate a pursuit. If the officer has a person in custody in the vehicle and the vehicle wrecks during the pursuit, the City will be liable. If the person is on a ride along, they do sign a weaver but could also become a risk. We will check with the City Attorney to see if this would be allowed during a ride-along. Members of the Civilian Police Oversight Agency Board (CPOAB) and Community Policing Councils (CPC) are required to do a ride-along that are not part of the City. There was a liability form that needed to be signed that should be changed due to saying, "I am doing this because I want to and assume all the risk". This should be updated for people who are required to do the ride-along and should not assume all the risk. This will need to be discussed with a City Attorney.</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.

4. SOP 2-92 Crimes Against Children Investigations	Presented by: Lt. Juan Cabrera
Discussion:	<p>Lt. Cabrera advised the biggest change was when the requirements in Special Order (SO) 21-59 were added to the policy draft, which states that CACU will not be sent to suicides involving juveniles between the ages of thirteen (13) and seventeen (17). They do investigate suicides of juveniles twelve (12) years old and under. The extensive list of where records are to be sent to was removed. All reports are confidential and are only shared with the District Attorney (DA). If someone is requesting a report involving a child, they are forwarded to the Records Division. There were no other major changes. The Family Advocacy Center assists with interviewing children of sex crimes and abuse crimes who are twelve (12) and under. When taking children into custody there was a seventy-two (72) hour hold, is that still there or are they sent to CYFD? APD coordinates with CYFD for a forty-eight (48) hour hold and the officer determines whether CYFD assistance is needed. Lt. Cabrera also advised that the section regarding who received records was removed due to confidentiality and all record requests are sent to the Records Division. You said there was one (1) sergeant and five (5) detectives. Is that fully staffed? Per the CASA, we are able to have eight (8) detective and are working on hiring more detectives.</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.

<p>5. SOP 3-14 Supervision</p>	<p>Presented by: Lt. Randall Crawford</p>
<p>Discussion:</p>	<p>Lt. Crawford advised they took the leadership part of the title out because you cannot teach someone how to be a leader. The purpose and policy statements were updated. The best practices from outside agencies were added to this policy. Definitions were updated to coincide with other Department policies. The supervisor responsibilities were explained to the group. A textbox with "N/A" was added to the provisions that cited to another SOP, therefore, the sanctions in the SOP that was cited should govern. The addition was made to allow the supervisor to go around the chain of command in emergency situations. Having a positive attitude was added to convey a positive leadership role throughout the Department. There were several updates made to coincide with the Court-Approved Settlement Agreement (CASA). The Department wants the supervisors to direct officers at the scene and only engage during emergency situations. Supervisors are to ensure that officers are using their on body-recording device (OBRD). Supervisors are to be knowledgeable of support services available to Department personnel. The Department wants its supervisors to react/respond to complaints and/or commendations. Supervisors are to ensure there is no retaliation from reports of misconduct. Harassment/sexual harassment will not be tolerated. Supervisors are to prevent or stop inappropriate activity when observed. The use of force section is consistent with the use of force policies. Language was added that states that all recommendations in Independent Monitor Reports (IMR) that impact Performance Evaluation and Management Unit (PEMU) personnel need to be identified in performance evaluations. Community engagement requirements for supervisors was discussed. The training needed for supervisors was explained. Acting Supervisor responsibilities were explained. If an officer is requested to become an Acting Sergeant, they are to complete eighty (80) hours of training before acting in that capacity. The duties for Commanders, Deputy Commanders, and Lieutenants were explained. The information from SOP 4-10 Monthly Reporting was added to this policy. Question: Has there been consideration for education when promoting an officer to make the culture changes that have been suggested or demanded by the CASA? We do train leadership during the training programs for promotion. Is there specific training for the issues identified in the CASA? Holding officers accountable is one large area for training. If you take care of the small issue, it does not become a bigger issue. Are all supervisors trained in the technique for stopping an action that is prohibited? The policy states that supervisors should be held accountable for not stopping a behavior or action that is prohibited. Is there ethics training being done for supervisors? The Academy Division would need to answer that. Lt. Saladin with the Academy Division advised that when the ethics training</p>

	first came out, all supervisors were present at the meeting.
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 3-51 Department Orders	Presented by: Officer Tanya La Force
	Officer La Force stated the policy was published in 2017. The definition of "Department Order" was updated and explained. Previously, APD had eight (8) types of bureau orders that functioned as SOPs. Each type is still listed in the policy draft due to APD's continued efforts to convert its bureau orders into a General Order (1-##), a Procedural Order (2-##), or an Administrative Order (3-##). Department Orders are published in the Department's document management system. The Special Order (SO) process was updated and a flow chart was added to assist personnel with understanding the SO process. 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.

7. SOP 4-10 Monthly Reports	Presented by: Lt. Randall Crawford
Discussion:	Lt. Crawford advised the material in this policy was added to SOP 3-14 and is requesting for this policy to be archived. 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.