

**CIVILIAN POLICE OVERSIGHT ADVISORY BOARD**  
**POLICY AND PROCEDURE REVIEW SUBCOMMITTEE**

*Gail Oliver, Chair*

*Rowan Wymark*

Diane McDermott, CPOA Executive Director

Ali Abbasi, CPOA Deputy Director

**Thursday, December 5, 2024, at 3 p.m.**  
**Plaza Del Sol Building, 600 2<sup>nd</sup> Street NW**  
**Basement Floor Hearing Room**

**Members Present:**

Zander Bolyantz

Rowan Wymark

**Members Absent:**

Gail Oliver, Chair

**Others Present**

Diane McDermott, CPOA

Ali Abbasi, CPOA

Emily Selch, CPOA

Valerie Barela, CPOA

Robert Kidd, Independent Counsel

Deputy Cmdr. Richard Ingram, APD

Frank Galanis, APD Safety Compliance  
Specialist

Stephanie Griego, APD

Omotayo Olubiyi, CCO

**Minutes**

- I. Welcome and Call to Order.** Zander Bolyantz called to order the Policy and Procedure Review Subcommittee meeting at 3:00 p.m.
- II. Approval of the Agenda**
  - a. Agenda approved.
- III. Public Comment**
  - a. None. (*See attached sign-in sheet*)
- IV. Approval of Minutes from October 3, 2024**
  - a. Minutes approved.
- V. APD Policy-Related Activities/Discussion Items:**
  - a. **Off-Cycle Policy**
    - 1. SOP 1-6 (Formerly 4-15) Patrol Ride-Along Program – Zander Bolyantz**
      - a. Member Bolyantz led discussions on ride-along policies, focusing on several key areas: safety protocols, personal protective equipment (PPE), the importance of maintaining updated  
Civilian Police Oversight Advisory Board  
Policy and Procedure Review Subcommittee

Thursday, December 5, 2024

emergency contact information, and access to ride-along forms.

The discussions also covered the role of ride-along participants as witnesses, mental health considerations related to traumatic events, legal liabilities, the spirit behind the civilian ride-along program, the availability of the Chaplins unit for Board members, and renaming the policy to include the words education and training.

- b. APD Deputy Commander Richard Ingram will seek guidance from the City regarding the legal parameters and timeframes for civilian ride-alongs, noting that emergency contact information will be incorporated with the ride-along waiver.
- c. Member Bolyantantz led discussions with Independent legal Counsel Robert Kidd surrounding the required training requirement for Board ride-along and support services liabilities.

## **2. SOP 2-31 Emergency Medical and Trauma Services – Zander Bolyantaz**

- a. Member Bolyantaz led the discussion on the training APD officers received regarding trauma-induced head injuries.
- b. Commander Ingram and APD Safety Compliance Specialist Frank Galanis provided insight into the basic first aid training that APD officers receive as first responders.
- c. Member Bolyantaz will discuss the option at a board meeting for the full Board to decide if they want to request the training related to SOP 2-31.

## **b. PPRB Drafts Awaiting CPOAB Comment**

### **1. SOP 2-19 Response to Behavioral Health Issues**

- a. CPOA Policy Analyst Emily Selch verbally presented policy recommendations for SOP 2-19.
- b. The subcommittee recommended moving the recommendation to the full Board for discussion and possible action.

- 2. SOP 2-32 (Formerly 1-40) Exposure to Blood or Bodily Fluids**
  - a. There were no policy recommendations for SOP 2-32.
- 3. SOP 2-93 (Formerly 2-35) Child Abduction and Missing Child Investigations**
  - a. There were no policy recommendations for SOP 2-93.
- 4. SOP 3-50 (Formerly 3-22 and 3-27) Forms Control**
  - a. CPOA Policy Analyst Emily Selch verbally presented policy recommendations for SOP 3-50.
  - b. The subcommittee recommended moving the recommendation to the full Board for discussion and possible action.
- 5. SOP 1-78 (Formerly 4-6) Police Service Aide (PSA) Program**
  - a. CPOA Policy Analyst Emily Selch verbally presented policy recommendations for SOP 1-78.
  - b. The subcommittee recommended moving the recommendation to the full Board for discussion and possible action.
- 6. SOP 2-20 (Formerly 2-42) Hostage Situations, Barricaded Individuals, and Tactical Threat Assessments**
  - a. CPOA Policy Analyst Emily Selch verbally presented potential policy recommendations for SOP 1-78, and Executive Director Diane McDermott provided her policy assessment related to Barricaded individuals.
  - b. The subcommittee discussed SOP 2-20, with no recommendations for SOP 2-20.
- 7. SOP 2-23 (Formerly 2-45) Use of K-9 Unit**
  - a. There were no policy recommendations for SOP 2-33.
- 8. SOP 2-72 (Formerly 2-91) Procedures for Serious Crimes Call-Outs**
  - a. There were no policy recommendations for SOP 2-72.
- 9. SOP 2-95 Undercover High-Risk Vehicle Containment Procedures**
  - a. There were no policy recommendations for SOP 2-95.

**10. SOP 2-98 Gunshot Detection Procedure**

- a. There were no policy recommendations for SOP 2-98.

**11. SOP 3-11 (Formerly 3-02 and 3-2) Command Staff Responsibilities**

- a. There were no policy recommendations for SOP 3-11.

**c. APD Response to Policy Recommendations Update**

1. Ms. Selch presented the responses she received from APD for six policy recommendations and detailed the policy recommendation reasoning for the action or no action on the recommendations for SOP 1-83 Real Time Crime Center, SOP 2-16 Reports, SOP 3-21 Scheduled and Unscheduled Leave, SOP 2-88 Bait Car Program, SOP 2-46 Traffic Crashes, and SOP 2-70 Execution of Search Warrants.
2. SOP 2-16 was discussed, and the CPOA will get clarification on the accuracy of the response received from APD.
3. SOP 3-31 was discussed, and the Policy and Procedure Review Subcommittee addressed the reasoning behind the APD response to SOP 3-31 Scheduled and Unscheduled Leave and recommended moving the policy to the full board for discussion and possible action.
4. SOP 2-70 was discussed, and the CPOA will research the policy recommendation further and bring it back to the subcommittee for further discussion.
5. Deputy Director Ali Abbasi noted that the CPOA met with APD to discuss and provide more thorough responses relating to the no-action on policy recommendations.

**VI. Other Business**

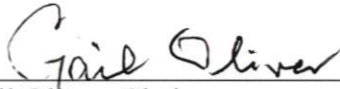
- a. Emily Selch noted two off-cycle policies that will be discussed at the following policy and procedure review subcommittee.

**VII. Next Meeting Thursday, January 2, 2025, at 3 p.m.**

**VIII. Adjournment.**

- a.** The meeting was adjourned at 4:55 p.m.

APPROVED:



Gail Oliver, Chair  
Policy & Procedure Review  
Subcommittee Chair

01-02-25

Date

CC: Isaac Padilla, City Council Staff  
Ethan Watson, City Clerk  
Dan Lewis, City Council President (via email)

Minutes drafted and submitted by:  
Valerie Barela, Administrative Assistant

## Attachments



CIVILIAN POLICE OVERSIGHT ADVISORY BOARD  
POLICY AND PROCEDURE REVIEW SUBCOMMITTEE  
PUBLIC COMMENT SIGN-IN SHEET

SUBCOMMITTEE MEETING DATE: December 5, 2024

NAME (PLEASE PRINT)

1. _____	11. _____
2. _____	12. _____
3. _____	13. _____
4. _____	14. _____
5. _____	15. _____
6. _____	16. _____
7. _____	17. _____
8. _____	18. _____
9. _____	19. _____
10. _____	20. _____





ALBUQUERQUE POLICE DEPARTMENT  
GENERAL ORDERS

SOP 1-6 (Formerly 4-15)

Effective: 01/23/2024 Review: 01/23/2025 Replaces: 06/28/2022

## 1-6 PATROL RIDE-ALONG PROGRAM

### Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

#### A. Related SOP(s)

[1-12 Volunteer and Internship Programs \(Formerly 1-45\)](#)

#### B. Form(s)

Confidentiality Agreement Form  
Liability Waiver Agreement Form  
PD 1002 Ride-Along Request Form

#### C. Other Resource(s)

City of Albuquerque One Albuquerque Volunteers Program

#### D. Rescinded Special Order(s)

Amendment to SOP 1-6 Patrol Ride-Along Program

### 1-6-1 Purpose

The purpose of the Patrol Ride-Along Program is to provide education and training for professional staff members and community members involved with the Albuquerque Police Department (Department).

### 1-6-2 Policy

It is the policy of the Department to provide ride-alongs for professional staff members and community members as an opportunity to advance their knowledge of law enforcement.

### N/A 1-6-3 Definitions

None

### N/A 1-6-4 Rules

#### A. Eligibility for Participation in the Patrol Ride-Along Program

1. The Patrol Ride-Along Program is neither a public relations program nor is it intended to satisfy a community member's curiosity about police work.
2. Professional Staff members and community members are permitted to participate in patrol ride-alongs for the purpose of meeting their training and educational needs.



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SOP 1-6 (Formerly 4-15)

Effective: 01/23/2024 Review: 01/23/2025 Replaces: 06/28/2022

3. A professional staff member or community member who wants to participate in the Patrol Ride-Along Program must be eligible for the Department's Volunteer Program or Internship Program, consistent with SOP Volunteer and internship Programs, and belong to one (1) of the following qualifying groups:
  - a. Another law enforcement agency;
  - b. Civilian Police Oversight Agency (CPOA);
  - c. Civilian Police Oversight Agency Board (CPOAB);
  - d. Community Policing Council (CPC);
  - e. A Professional Staff member;
  - f. Police Officer applicant;
  - g. A volunteer in the Department's Chaplain Unit;
  - h. A volunteer in the Department's Volunteer Program;
  - i. An intern in the Department's Intern Program; or
  - j. With approval from the Office of the Chief of Police.
4. A professional staff member, community member, or Police Service Aide (PSA) applicant who applies to participate in the Patrol Ride-Along Program who is under the age of eighteen (18) is only eligible for a ride-along through the PSA program.
5. A professional staff member or community member shall only be permitted to participate in two (2) patrol ride-alongs per year.
6. A member of the CPOA and the CPOAB is permitted to participate in two (2) ride-alongs every six (6) months.

B. Unauthorized Patrol Ride-Along

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1. Officers and PSAs shall abide by the Patrol Ride-Along requirements prior to authorizing any community member or professional staff member to ride along on patrol.

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1-6-5

**Procedures**

A. Submission of Ride-Along Request Form

N/A

1. A community member must register to participate through [oneabqvolunteers.com](https://oneabqvolunteers.com) consistent, with SOP Volunteer and Internship Program (refer to SOP Volunteer and Internship Program for sanction classifications and additional duties), including completion of the Liability Waiver Form and the Confidentiality Agreement Form.
2. The Volunteer Coordinator-must submit a completed Ride-Along Request Form to the area commander or their designee prior to their scheduled ride-along.



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SOP 1-6 (Formerly 4-15)

Effective: 01/23/2024 Review: 01/23/2025 Replaces: 06/28/2022

- a. The Volunteer Coordinator shall track all ride-along forms to ensure a professional staff member or community member, except for the CPOA and CPOAB does not exceed two (2) patrol ride-alongs per year.

B. Control by Area Commander

1. An Area Commander or their designee shall schedule the ride-along and shall assign the officer who will take the professional staff member or community member on a ride-along.
2. An Area Commander may establish additional requirements that are necessary to carry out the Patrol Ride-Along Program.
3. A professional staff member, community member, or CPOA member shall not be permitted to participate in a ride-along prior to submission of the Ride-Along Request Form and approval from an Area Commander or their designee.

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ALBUQUERQUE POLICE DEPARTMENT  
PROCEDURAL ORDERS

SOP 2-31 (Formerly 1-08)

Effective: 02/26/2024 Review: 02/26/2025 Replaces: 11/18/2022

## 2-31 EMERGENCY MEDICAL AND TRAUMA SERVICES

### Related SOP(s), Form(s), Other Resource(s), and Rescinded Special Order(s):

A. Related SOP(s)

[1-17 Aviation Division \(Formerly 4-9\)](#)

[2-56 Use of Force: Reporting by Department Personnel](#)

B. Form(s)

None

C. Other Resource(s)

None

D. Rescinded Special Order(s)

None

### 2-31-1 Purpose

It is the purpose of this policy to provide information to Albuquerque Police Department (Department) personnel to use when individuals or community members are in need of emergency medical and trauma services.

### 2-31-2 Policy

It is the policy of the Department to provide Department personnel with procedures for assisting individuals or community members who are in need of emergency medical and trauma services.

### N/A 2-31-3 Definitions

None

### 7 2-31-4 Procedures

#### 6 A. Department personnel shall:

1. Only render medical aid based on their training and abilities;
2. Only render medical aid to the degree necessary to sustain life, prevent or control shock, and prevent further harm in an emergency medical and trauma situation;



ALBUQUERQUE POLICE DEPARTMENT  
PROCEDURAL ORDERS

SOP 2-31 (Formerly 1-08)

Effective: 02/26/2024 Review: 02/26/2025 Replaces: 11/18/2022

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3. When the scene is secured, request Albuquerque Fire Rescue (AFR) for incidents involving:
  - a. A serious physical injury;
  - b. An illness;
  - c. An overdose;
  - d. A suspected death; except an obvious death; or
  - e. A complaint of an injury sustained during a use of force incident, consistent with SOP Use of Force: Reporting by Department Personnel (refer to SOP Use of Force: Reporting by Department Personnel for sanction classifications and additional duties).

N/A

4. Provide the Emergency Communications Center (ECC) Dispatcher with the following information about the person who needs Emergency Medical Services (EMS) when requesting assistance from AFR:
  - a. Approximate age of the person;
  - b. Gender;
  - c. State of consciousness (conscious or unconscious);
  - d. Status of breathing;
  - e. Observed or reported injury or medical complaint; and
  - f. Whether the person is experiencing chest pain.

B. Escorting Vehicles

1. Department personnel shall not escort a community member's vehicle occupied by an ill or injured passenger(s) to a medical facility.
  - a. The Aviation Division shall escort all vehicles on and off the aircraft operation area in accordance with SOP Aviation Division.
2. Department personnel shall request that AFR respond to the community member's location to provide medical assistance and transportation.
  - a. If the community member declines assistance from AFR, Department personnel shall allow the community member to proceed and advise the driver to obey all traffic laws.

N/A

C. Rescue Helicopter

Department personnel may contact the ECC for activation requests when a patient is at a location that is inaccessible by an ambulance or when distance is a critical factor.