



# CITY OF ALBUQUERQUE

Albuquerque Police Department  
Office of Policy Analysis (OPA)

## Meeting Minutes 18-27

**DATE:** December 6, 2018

**TIME:** 10:00 am – 12:00 pm

**VENUE:** Chief's Conference Room, 5<sup>th</sup> Floor, LEC

### ATTENDEES:

Lt. Jenn Chacon/Compliance  
Jolene Luna/Compliance  
Shaun Willoughby, APOA Representative  
Justin Montgomery, APOA Rep.  
Sam Stefoin/IAFD  
Diane McDermott/CPOA  
Sofia Torres/ Communications  
Jeremy Schmehl, City Legal  
Lindsay Van Meter, City Legal  
William Kass, POB  
Jonathan Lambert/TDY IA Force

D'Amato/APOA  
Julie Maycumber, APD Officer/FS  
Kim Prince, SOP Liaison  
Elizabeth Martinez/USAO  
James Lewis, Mayor's Office  
Chris Sylvan/APD Community Outreach  
Eric Garcia/Deputy Chief/APD  
Amanda Tapia/Sgt./ APD Academy  
Chelsea Van Deventer, POB  
Dr. James Ginger/Monitor  
Michelle Campbell/Commander/APD  
Ed Harness, CPOA Executive Director

1. SOP 2-58 Force Review Board (FRB)	Presented by: Lt. Jennifer Chacon
Discussion:	<p>An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The Presenter stated that the policy was due for an annual review. Changes made to the policy prior to OPA reflect implementing the use of best practices as well as adding specific language found in the Court Approved Settlement Agreement (CASA). The Presenter explained that the Force Review Board is not a disciplinary board and never should have been one. One notable change made prior to OPA was the word "activation", found in section 2-58-6E, which was changed to "investigation".</p> <p>A discussion occurred in reference to training for Board members. The Presenter stated that training was necessary before a FRB meeting could be scheduled and noted that a training program was being developed. The training will be implemented in two phases. The CPOA asked if there will</p>

	<p>be two phases of training for both the voting and non-voting members, the response was, “yes”. The Presenter concluded the discussion by emphasizing how imperative training is for the productivity of the Board.</p> <p>A concern regarding section 2-58-6A, was presented by APOA. They wanted confirmation that IA case documents were not going to be made available to board members, as was the practice with the previous Board. The Presenter reassured the APOA that the retention card will not be included in the case packet. Also, the APOA asked how FRB members will be held accountable for making sure the videos are being reviewed prior to an FRB meeting. Commander Campbell explained that proper training and oversight will help to ensure FRB members are meeting their requirements. It was also discussed that a sanction has been added to section 2-58-11D to hold department employees accountable for FRB recommendations.</p> <p>APOA discussed their concerns about the process if the FRB refers the case to IA. Timelines were a concern with the APOA. Commander Campbell advised that there is going to be a restructuring of IA and that meetings are going to be scheduled to discuss the backlog.</p> <p>A member of CPOA made a recommendation, indicating POB receive the serious Use of Force cases for review, after FRB and after the Chief signs off on them, to streamline the system. CPOA will be making a formal recommendation on this matter.</p> <p>A discussion occurred regarding APOA being a part of the FRB process. They would ultimately like to become non-voting members. They feel that this would keep them more informed and educated so in return, they could better assist their members.</p> <p>The discussion was concluded by the Presenter stating that the Board is a teaching tool to help supervisors understand what the process is all about. She said that data was a large part of the FRB, capturing not only the deficiencies, but also the successes. The goal of the Board is to be more efficient and successful than the previous Board.</p>
Action:	<ol style="list-style-type: none"> <li>1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.</li> </ol>