



# CITY OF ALBUQUERQUE

Albuquerque Police Department  
Office of Policy Analysis (OPA)

**Meeting Minutes  
18-28**

**DATE:** December 13, 2018

**TIME:** 10:00 am – 12:00 pm

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

**ATTENDEES:**

Jolene Luna/Compliance  
Shaun Willoughby, APD Det./APOA Rep.  
Justin Montgomery, APD Det./APOA Rep.  
Lindsay Van Meter, City Legal  
William Kass, POB  
Ed Harness, CPOA Executive Director  
Kim Prince, SOP Liaison

Chelsea Van Deventer, POB  
Julie Maycumber, APD Officer/FS  
Diane McDermott, CPOA  
Tony Simballa, Sgt./APD  
Soren Ericksen, SID/ESU Det./APD  
Nick Wilson, SID/ESU Det./APD  
E. Frank Galanis, Risk/APD

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|---|---|----------------------------------|
| 1. SOP 2-14 Use of Cell-Site Simulator Technology |   | Presented by: Sgt. Tony Simballa |
| Discussion:                                       | An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This is a new policy in reference to a technology device used by the Department to assist in a variety of public safety operations.<br><br>The CPOA inquired about the data retrieved from this device, as to where it is stored. The Presenter responded, "with the detective". |                                  |
| Action:   | 1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.  |                                  |

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| 2. SOP 2-17 Offense/Incident Report Form (Removal) |  | Presented by: Officer Julie Maycumber |
| Discussion:  | An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. The Presenter stated that the removal is due to the policy being outdated. She also commented that the information in the |                                       |

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|         | policy is more of a training issue taught in the Academy.  |
| Action: | 1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary. |