



CITY OF ALBUQUERQUE

Albuquerque Police Department
Office of Policy Analysis (OPA)

MEETING MINUTES: 19-2

DATE: 4/25/19

TIME: 10:00am – 12:00pm

VENUE: 400 Roma NW, LEC, Tech Services Conf. Rm. #304, 3rd floor – old side

ATTENDEES:

Shaun Willoughby, Det./APD/APOA Rep.
Greg Mondragon, APD PTU
Ed Harness, CPOA Executive Director
Kim Prince, SOP Liaison
Julie Maycumber, Ofc./Compliance
E. Frank Galanis, Risk/APD
Amir Chapel, Mgr./ Compliance
Chermaine Carter, APD Ofc./Compliance
Sofia Torres, Radio

Michelle Campbell, Cmdr. Compliance
Lindsay Van Meter, City Legal
Michelle Campbell, Cmdr./ Compliance
Diane McDermott, CPOA
Paul Haugh, OPS Review
Deanne Otzenberger, Academy
Chelsea Van Deventer, POB
Roger Robb, NMCDHH
Patricia Padrino, City Attorney's

1. SOP 2-18 Contact with Individuals With Disabilities	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. It was decided that the SOP needed to be rewritten and the title of the SOP changed to better capture the scope of disabilities experienced by individuals who live in our community of whom may be encountered by Officers while working in the field. The policy was also rewritten so that the Department would be in greater compliance with the Americans With Disabilities Act (ADA). There was a discussion about how Officers could be more immediately informed about an individual's disability, especially when the disability renders an individual incapable of speaking directly with the Officer. Solutions were suggested such as, placards carried in a disabled individual's vehicle, a sticker present on the vehicle or license plate, a symbol placed on a driver's license, or information given to the Officer by the Motor Vehicle Department (MVD) – since this is the initial point of contact made when a vehicle is stopped. Currently, specialized training is being developed for Officers to better equip them with the skills needed when they encounter an individual with a disability.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

1. SOP 3-12 Chief's Staff	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. It was determined that this SOP is outdated and is recommended for removal. No discussion occurred regarding this policy.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

1. SOP 3-17 Duty Assignments and Transfer	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. Changes to this SOP were made to simplify the content and incorporating information from a couple of the policies that are recommended for removal. Further changes will involve sanctions being added as well as language additions concerning the aspect of TDY (Temporary Duty Yonder).
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

4. SOP 3-18 Temporary Assignments and Activity	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. It was determined that this SOP is outdated and is recommended for removal. No discussion occurred regarding this SOP.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

5. SOP 3-19 Restricted Duty Temporary Assignments	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. It was determined that this SOP is outdated and is recommended for removal. No discussion occurred regarding this policy.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.

6. SOP 3-25 Bid and Transfers	Presented by: Sgt. Paul Haugh and Ofc. Julie Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy was due for an annual review. Changes made to this policy are minimal. No discussion occurred regarding this SOP.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.