



CITY OF ALBUQUERQUE

Albuquerque Police Department
Office of Policy Analysis (OPA)

MEETING MINUTES: 19-5

DATE: May 30, 2019

TIME: 10:15am – 12:00pm

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

ATTENDEES:

Kim Prince, SOP Liaison
Ofc. J. Maycumber, Policy Coordinator
E. Frank Galanis, Risk/APD
Amir Chapel, Mgr./ Compliance
Ofc. C. Carter, Compliance
Diane McDermott, CPOA

Lindsay Van Meter, City Legal
Ed Harness, CPOA Executive Director
Shaun Willoughby, Det./APD/APOA Rep.
Cmdr. C. George, SED
Sofia Torres, Radio
Sgt. D. Otzenberger, Academy

1. SOP 3-22 Contracts/MOUs for Law Enforcement Services		Presented by: Ofc. J. Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. This policy conflicts with City rules and regulations and therefore, will be removed. The Department will follow the City's policies regarding MOUs.	
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.	

2. SOP 3-23 Retirement Observance		Presented by: Ofc. J. Maycumber
Discussion:	An overview of the draft policy was presented to the Office of Policy Analysis (OPA) for review. There are minor changes to this policy, a purpose statement was added, and content was removed regarding "in the line of duty deaths," which will be incorporated into SOP 3-24.	
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.	

3. SOP 3-24 In the Line of Duty Death Notification and Benefits	Presented by: Cmdr. C. George
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. Language additions and changes made reflect greater clarity in the policy's content.
Action:	1. The draft SOP as presented was reviewed by OPA and will be posted on PowerDMS for 7 Day Commentary.