



CITY OF ALBUQUERQUE
Albuquerque Police Department
Policy and Procedure Unit (P&P)

MEETING MINUTES: 22-22

DATE: October 19, 2022

TIME: 1:00pm to 3:00pm

VENUE: Zoom Web Conference

ATTENDEES:

Tanya La Force	Policy and Procedure Unit
Alexis Galloway	Policy and Procedure Unit
Michelle Wright	Policy and Procedure Unit
Miles Begay	Policy and Procedure Unit
Cara Garcia	Compliance and Oversight Division
Trevor Rigler	Assistant City Attorney
Sharon Walton	APD Policy Consultant
Deirdre Ewing	CPOAB
Diane McDermott	CPOAB
Commander Luke Languit (Presenter)	Southeast Area Command
Dr. Peter Vielehr (Presenter)	Data Analysis Division
Sergeant Benito Martinez (Presenter)	Traffic Division
Acting Commander Shane Todd (Presenter)	Criminal Investigations Division
Acting Deputy Director Zak Cottrell (Presenter)	Internal Affairs Professional Standards (IAPS) Division

1. SOP 1-2 Social Media		Presented by: Gilbert Gallegos
Discussion:	Gilbert Gallegos did not show up to present to P&P. This SOP will be rescheduled.	
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.	

2. SOP 1-14 Rapid Accountability Diversion (RAD) Program		Presented by: Commander Luke Languit
Discussion:	Commander Languit explained that this SOP was brought up at the City Council and the RAD program is no longer in service and which is why this SOP is being archived. No questions were asked.	
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.	

3. SOP 1-97 Data Analysis Division		Presented by: Dr. Peter Vielehr
Discussion:	Dr. Vielehr explained that the Data Analysis Division is a new division to the Department and explained his role and the roles of all Data Analysis personnel. No questions were asked.	
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.	

4. SOP 2-50 Crash Review Board		Presented by: Sergeant Benito Martinez
Discussion:	Sergeant Martinez explained that the formatting was updated but no major changes were made. No questions were asked.	
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.	

5. SOP 2-70 Execution of Search Warrants		Presented by: Acting Commander Shane Todd
Discussion:	Acting Commander Todd explained that no changes were made. No questions were asked.	
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.	

6. SOP 3-41 Complaints Involving Department Personnel		Presented by: Acting Deputy Director Zak Cottrell
Discussion:	Acting Deputy Director Cottrell explained that the only change that was made was the language. Question: Was the information about Civilian Police Oversight Agency (CPOA) removed as well in the draft? Answer: Yes, it was redundant and removed. Question: Will Internal Affairs Professional Standards (IAPS)	

	enter complaints within 24 hours? Answer: Acting Deputy Director Cottrell told Diane he would meet with her after the meeting to change timeframes.
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.

7. SOP 3-46 Discipline System	Presented by: Acting Deputy Director Zak Cottrell
Discussion:	Acting Deputy Director Cottrell explained that the name of the area command forms was changed, the language of types of violations and class sanctions were added, and information about overtime. Question: Does it say in the policy about Non-Disciplinary Corrective action (NDCA) as a discipline? Answer: Acting Deputy Director Cottrell agreed to add that language in the draft.
Action:	The draft SOP, as presented, was reviewed by P&P and will be uploaded in the Department's document management system for the 15-day commentary period.