



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

MEETING MINUTES: 23-20

DATE: October 4th, 2023

TIME: 1:00 pm to 3:00 pm

VENUE: Zoom Web Conference

ATTENDEES:

Miles Begay	Policy and Procedure Unit
Alexis DeHerrera	Policy and Procedure Unit
Shea Ulibarri	Policy and Procedure Unit
Michelle Wright	Policy and Procedure Unit
Miriam Michel	Policy and Procedure Unit
Lieutenant Jennifer Chacon (Presenter)	Academy Division
Commander Jason Sanchez (Presenter)	Compliance and Oversight Division
Nicole Duranceaux	Director of Behavioral Sciences Section
Lynn Thompson	CPOAB
Diane McDermott	Civilian Police Oversight
Brett White	Compliance and Oversight Division
Dr. Jessica Hejny	Academy Division
Karen Schwartz	NWCPC
David Lopez	City Legal

1. SOP 1-46 Field Training and Evaluation Program (FTEP)	Presented by: Lieutenant Jennifer Chacon
Discussion:	Lieutenant Chacon explained that some definitions were clarified and updated. She explained that SO 23-13 was incorporated into the policy, the training required for Field Training Officers (FTO) was clarified, and the dual chain of command was clarified. The rest of the policy was the same as the last revision cycle.

	<p>Questions: How are the FTO's evaluated? Answer: The FTOs are evaluated by completing anonymous surveys submitted by the recruits and by doing random OBRD reviews. An FTEP board is also in the process of being created. Question: Is there an expected timeframe for when the FTEP board will be created? Answer: It is already in the process, and we are determining what calls to review the FTOs. Question: How is "Strike" defined?" Answer: Not in this policy, but "Strike" is defined in the manual, and an example would be any policy violations that would warrant a "strike." Suggestion: To include PMU and Academy back into FTO and FTAS critiques. Answer: Lieutenant Chacon agreed.</p>
Action:	The draft SOP, as presented, was reviewed by P&P and will be hand-delivered to APD Executive Staff for their review and pre-approval.

2. SOP 2-38 Daily Staffing and Briefings	Presented by: Commander Jason Sanchez
Discussion:	<p>Commander Sanchez explained that an SO was incorporated into the policy and changed minor grammar issues—no other major changes. Questions: No Questions were asked.</p>
Action:	The draft SOP, as presented, was reviewed by P&P and will be hand-delivered to APD Executive Staff for their review and pre-approval.

3. SOP 3-30 Line Inspection Process	Presented by: Commander Jason Sanchez
Discussion:	<p>Commander Sanchez explained that there were only minor changes to the grammar in the policy and some language was updated. Suggestion: To include in, during vehicle inspections, officers should include looking out for various stickers. Answer: Commander Sanchez said that the recommendation was noted.</p>
Action:	The draft SOP, as presented, was reviewed by P&P and will be hand-delivered to APD Executive Staff for their review and pre-approval.