Minutes
DSD Reform Implementation Team
10/19/2015, 3:00pm-5:00pm
Location: PAB Conference Room #604

Present:
• Stephanie O'Malley
• Shawn Smith
• Scott Martinez (via phone)
• Steve Bohn (via phone)
• Rory Regan (via phone)
• Daelene Mix
• William Thomas

• Chief Elias Diggins
• Christopher M.A. Lujan
• Sheriff Patrick Firman
• Simon Crittle
• Mike Jackson
• Nick Mitchell
• Rob Davis (via phone)

Agenda:
1. Approval of Minutes
2. Implementation Status Update
3. Discuss Implementation Master Plan
4. Next Steps/Open Forum

Discussion:
The meeting opened with a review of the minutes from the team meeting that was held on October 12, 2015, which were approved by the team with no changes.

Technology Action Team
William Thomas reported that Telestaff training has begun for members of the Denver Sheriff Department and, in addition, the vendor is currently identifying solutions for functionality issues related to calculation of shift differential pay and integration with the active directory. Mr. Thomas also indicated that the Telestaff project is on schedule. Mr. Thomas then reported that the DSD Internal Affairs Bureau has been provided access to the existing 24TB storage solution already operating within the City’s technology infrastructure and that approval was obtained to upgrade storage cards (ISCSIs) that will improve the capacity for video storage among individual cameras located within the Downtown Detention Center. Mr. Thomas then conveyed that the Action Team’s Implementation Plans are being revised for final submission.

Use of Force and Internal Affairs Action Team
Nick Mitchell reported that a small group of Action Team members completed their visit to Los Angeles, which provided the group with the opportunity to learn about a force review process that may have potential for implementation within the DSD. Mr. Mitchell further specified that the group was able to review clear guidelines as to what types of use of force are automatically referred into the force review process and how lessons learned during reviews are incorporated into training for staff. Mr. Mitchell indicated that the Action Team is currently evaluating how a similar process could be instituted in DSD and what policy changes would be necessary in order to enable implementation. Mike Jackson then inquired as to the makeup of the Force Review Committee that was observed by the group with Mr. Mitchell indicating that there were three command-level staff that serve as the decision-makers as well as other personnel who sit on the
committee. At the request of Stephanie O’Malley, Mr. Mitchell indicated that aside from personnel and associated training requirements, there were no additional resource needs identified for establishing such a process in Denver, however, the Action Team would be working to identify all needs as part of its research along with an estimate of the time required to fully implement. Ms. O’Malley then asked whether the Force Review Committee’s review of an investigation and subsequent determination of thoroughness thereof would be in addition to the determination of the OIM; Mr. Mitchell clarified that it would be the DSD’s internal determination separate and distinct from that made by the OIM. The Action Team then requested that the Action Team identify other jurisdictions with a process similar to that observed in Los Angeles be identified to further inform the method by which this may be implemented. Mr. Mitchell then reported that the new Use of Force policy draft is currently going through the revision process and that the Action Team is moving closer to producing a draft to present for consideration. Mr. Mitchell finished his report by indicating that the Action Team is evaluating the remainder of recommendations for which implementation plans have not been developed.

**Jail Management and Operations**

Chief Elias Diggins reported that Captain Jaime Kafati, who is the Training Unit Commander, will be attending SWAT commander training and obtaining information for best practices to help inform the implementation of recommendations 3.46 and 8.4. Chief Diggins then relayed a request that he made of DSD Division Chiefs that they provide a weekly status update reporting out on the work completed in support of Reform; the status update will be provided to Sheriff Firman and Mr. Smith.

The Implementation Team then reviewed a draft Master Implementation Plan Matrix, with Ms. O’Malley providing an overview of how the matrix was created and indicating that the matrix was intended to allow identification of overlapping recommendation and to further inform the prioritization of Reform work relative to fiscal and other considerations. Ms. O’Malley then requested that the members review the draft Matrix and provide any feedback to either her or Mr. Smith by close of business on Friday, October 23.

Daelene Mix then informed the Implementation Team members that a community forum is planned for November 4, 2015 to allow the community an opportunity to meet with Sheriff Firman and indicated that the location would be determined within the coming days.

**Action Items:**

1. Submit remaining Implementation Plans for HH/OIR review

**Next Meeting:** October 26, 2015, 3:00pm – 5:00pm  
PAB Room #604