Minutes
DSD Reform Implementation Team
9/14/2015, 3:00pm-5:00pm
Location: PAB Conference Room #604

Present:
- Sheriff Elias Diggins
- Brendan Hanlon (via phone)
- Nick Mitchell (via phone)
- Al LaCabe
- Daelene Mix
- William Thomas
- Christopher M.A. Lujan
- Chad Sublet
- Rob Davis (via phone)

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

Discussion:
The meeting opened with a review of the minutes from the team meeting that was held on September 8, 2015, which were approved by the team with no changes.

Technology Action Team
William Thomas indicated the plan to transition duties from the Denver Sheriff Department (DSD) Technology Management Unit (TMU) to Technical Services (TS) is progressing, including what aspects should remain in DSD. Mr. Thomas indicated the Team is analyzing the 21 recommendations in Chapter 7 that relate to technology to inform its action plan work. It is anticipated that the plans will be finalized before the end of September.

Human Resources Action Team
Christopher M.A. Lujan reported that the Human Resources Action Team finished its 4-day rapid improvement event last week and that three action plans submitted by the Team were approved for implementation. Next week the plan will submit 3-4 additional plans, however, it was noted that recommendations 6.1 through 6.11 won’t be advanced until October.

Training Action Team
Last week’s Action Team meeting was canceled due to a mandatory DSD supervisor meeting scheduled at the same time. However, the team continues to work towards finalizing those action plans that do not have a fiscal impact.

Staffing & Performance Optimization Action Team
Brendan Hanlon relayed that he provided a budget update at the last Staffing & Performance Action Team meeting regarding fiscal considerations associated with DSD reform.
Use of Force and Internal Affairs Action Team
The Use of Force and Internal Affairs Action Team continues to work on action plans for recommendations related to use of force and internal affairs. The importance of completing the plans was emphasized during the meeting. Nick Mitchell reported that the Action Team had a lengthy discussion about the work it is conducting. It was agreed that wrapping up this work by the end of the month is not realistic and that more work needs to be done through the end of the year. Team members were asked if they can make a commitment through December and they responded affirmatively.

Leadership, Supervision & Strategic Planning Action Team
Last week’s Action Team meeting was canceled due to a mandatory DSD supervisor meeting scheduled at the same time. However, the Team continues to work towards finalizing those action plans that do not have a fiscal impact.

Jail Management and Operations
Sheriff Elias Diggins provided an update on the recent visit by the National Institute of Corrections (NIC) that was scheduled to allow for a review of the DSD classification processes and procedures. The input received preliminary was positive and it is anticipated that NIC’s assessment of DSD classification operations will be complete in a few weeks.

The Implementation Team then asked the Sheriff how DSD employees responded to the budget announcement and the $24M allocation to the Department. Sheriff Diggins indicated that employees are beginning to see things come together and that they were pleased with the resource allocation. He noted the FOP was also pleased with allocation.

Action Items:
1. Submit Implementation Plans developed to date – Ongoing

Next Meeting: September 21, 2015, 3:00pm - 5:00pm
PAB Room #604