



Minutes

DSD Reform Implementation Team

1/11/2016, 3:00pm-5:00pm

Location: PAB Conference Room #604

Present:

- Shawn Smith
- Chad Sublet
- Mike Jackson
- William Thomas
- Christopher M.A. Lujan
- Al LaCabe
- Daelene Mix
- Rob Davis (via phone)
- Angelo Trujillo
- Sheriff Patrick Firman

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 January 4, 2016, which were approved by the team with no changes.

Technology Action Team

William Thomas reported that revisions to the Technology Action Team's implementation plans are in progress and will be submitted as they are completed. Mr. Thomas also indicated that the launch of PowerDMS was successful, including the Department's transition from its previous method of managing policies and procedures. Mr. Thomas stated that the launch of Telestaff is also on schedule with a "go-live" date of January 31, 2016.

Human Resources Action Team

Christopher M.A. Lujan reported that there is considerable focus on the new civilian positions that were approved for the DSD in the 2016 budget and span multiple units within the Department. Mr. Lujan indicated that BMO and OHR are currently completing the final approval to fill the Curriculum Developer and that Safety, DSD, BMO, and Human Resources representatives will be meeting this week to identify a plan to fill all remaining civilian positions.

Leadership Action Team

Shawn Smith reported that the Leadership Action Team is discussing ideas ranging from pay to benefits and other incentives with the goal of improving the retention rate of Deputies within the Department. The Action Team will formalize their recommendations for consideration in the coming months.

Training Action Team

Mr. Smith reported that the Training Action Team is still focused on revising assigned implementation plans based on feedback received through the review process. At its previous meeting, the Action Team also discussed a draft proposal to re-prioritize Crisis Intervention Training (CIT); a formal proposal and recommendation will be reviewed by the Action Team and

forwarded for consideration by the Reform Implementation Team. Sheriff Firman then provided his perspective regarding the importance of CIT as compared to other training for which funding was approved in the 2016 budget and emphasized that no training would be abandoned – rather, some training will need to be postponed to support completion of CIT for the entire department in 2016. Sheriff Firman also specified that the Department has identified space and is finalizing a formal plan to complete the training and not affect the operation of the DSD Academy classes.

Use of Force & Internal Affairs Action Team

Al LaCabe reported he was provided a demonstration of PowerDMS including how it improves policy and procedure management and helps mitigate conflicts among policies and procedures throughout the Department. Mr. LaCabe indicated that the Use of Force (UOF) Policy subgroup has completed its draft of the new UOF policy which will next be reviewed by the City Attorney's Office, UOF Trainers within DSD, OIR Group and then a final draft generated by the subgroup and Action Team based on feedback received through the multiple review process; the final draft will be completed by January 30, 2016. Mr. LaCabe then reported that, similarly, a final draft of the new discipline matrix will be ready by January 30th, specifying that the Preface and Appendix C changes are almost complete with work ongoing to draft Appendix B. Mr. LaCabe then explained the plan for training Department staff on the new policies, which will be developed in February 2016 and will include 10 hours of in-person training provided first to Command Staff, followed by Supervisors and then Deputies. Mr. LaCabe clarified that training is expected to begin March 15, 2016 with Sheriff Firman explaining that the date was chosen due to scheduling considerations across the Department.

Jail Management & Operations

Sheriff Firman reported that a number of Jail Management & Operations recommendation have been completed and submitted for validation.

Daelene Mix reported that the Denver Post completed its story on the DSD mega-class the previous week and indicated that the next 30-day report is on track for completion. Mr. Smith then stated that the Reform Implementation Team's meeting scheduled for January 18th has been cancelled due to the holiday.

Action Items:

1. Submit remaining implementation plans

Next Meeting: January 25, 2016, 3:00pm – 5:00pm
PAB Room #604