

Chief's Advisory Board
March 11, 2009
3:00 p.m. PD 206
Meeting Notes

Present: Chief Pickens, Jay Spradling, Marvin Tahmahkera, Michele Rourke, Earl Rosencrantz, Taylor Romney, Craig Woodruff, Dana Plumhoff, Stephen Roach, Denise Coccaro, Barbara Hoskins

The board has been in existence since 2001 to improve communications and take information back to representative groups and get back items/issues from them that help move the department forward. Not intended to cover things that should move through the chain of command. It's been a challenge to get the information back to the other employees just as it was discussed in the meeting. We plan to put the information on Blackboard or W drive and everyone will get the same message.

Pay increases

- Nothing is going to happen at this time
- Would like it noted for when the economic crisis is over
- It is a priority and will always be a priority

Parking

- 15,000 employees pay for parking and some have a salary of \$20,000.
- Looking at police being in specialized field; Thinking it should be a benefit
- Looking for a secure place to park
- Would like a few spots in the southern row in lot next to department
- Parking has worked with us very closely and made concessions for us
- New employees can make a choice of where they park
- Parking has helped us with the parking situations during seminars

Non-release of officer information.

- In the event of injuring or killing someone in the line of duty, officer information be withheld until everything is done.
- Records redacts information
- Public information requests of a sensitive nature go through General Counsel; they tell us what can or cannot be given out
- AZ law is the most liberal in the country
- If it's produced on email or if they request a photo, then we have to comply
- Talking about personal addresses.
- Probably can withhold that but there are other means of getting that information.

Pre-booking software and not CALEA-accredited stations

- It takes so long at 4th Ave.jail to book
- Where are we on getting the pre-booking software
- District 6 said we could use their pre-booking
- Told to stop because it has to be CALEA accredited and be inspected
- Inspected for governor's office and CALEA to follow certain standards
- We can look into getting the software for our detention facilities
- There was an issue with it not working on our computers.

Paper Logs

- Eventually CAD/records management system will get the details
- Right now it is not reliable
- We use the stats for staffing and shift issues
- Paper logs can be eliminated.
- Everything is statistics-driven.

Use of PD uniform working off duty.

- Other agencies have a policy that allows use of the uniform
- Could the policy be looked at
- Other agencies working off duty are in their own jurisdiction
- Will see ASU Police in some other jurisdiction
- The agreement says they have liability insurance.
- Will approach General Counsel to look at it

Protective equipment

- Officers can't afford protective equipment
- Using their backup weapon without vests or protective equipment
- Could that be looked at as well?
- If not identified as ASU, alright to use ballistic vest and gun

Probationary employees and off duty employment.

- Is there a rule you have to be off probation before working off duty
- It is at the end of field training

Changes planned for upcoming shift bid.

- Could the bidding go backwards: sergeants, corporals, officers
- Some cases where officers and sergeants make good teams
- Rumor is you have to be at a campus for two years regardless of shift
- There's some confusion about having to move after two years
- They have to move shift or campus after two years but it's their choice
- There will be some changes at shift bid to maximize efficiency and coverage

If campuses are closed; what happens to those officers at those campuses?

- We are understaffed and there are many public safety issues out there
- Hope to absorb here in Tempe or downtown
- Applying for a grant through COPS for three additional officers.
- Could redistribute officers to the Downtown Phoenix campus for a full – time department

Training courses at own expense.

- No, if you are representing the department
- Courses you take as an individual, then you can do that
- AZPOST and classes where you are there for the department, you can't,
- There are liability and workers comp issues
- A class from Rio Salado and has AZPOST credit ok
- It's all or nothing, then you are covered if there are any problems

Outer Vests

- Scottsdale and DPS allow outer vests carriers without the tactical stuff
- We are testing one for use by bicycle officers
- Samples cost us
- No one has brought forth a plain vest
- Most of the vests at other agencies have worn out quickly
- It fades and doesn't match the shirt.
- The one with tactical gear won't work for patrol because of the environment
- Will work for bike officer to be able to take it off and cool off
- Will check with General Counsel regarding tactical vest

Change uniform to black.

- Even brand new uniforms don't match
- Maybe black would have less issues with fading and matching pants
- If we get outer vest carriers they are usually in black.
- Get a uniform committee formed to look at companies and uniform color
- Hold sergeants accountable for doing inspections
- Need to improve our appearance in uniform.

Field Report Issues

System not recognizing new officers.

- This has been resolved
- if you know of anyone that is having trouble, let us know

Reports with supplements links to same DR

- Different sergeants approve different parts of the report
- No one is getting the big picture of what's happening
- One supervisor needs to read the whole thing

- Sometimes the supplements are there- one part in system, one part handwritten and gets scanned later
- If it comes in under the same DR, should be able to read at one time
- Will turn off Form Flow soon and everyone will use the system

Non-critical reports and FI cards

- Hold off on completing until their Monday
- Expectation is to complete on every shift
- It is a time management problem
- More critical on Friday because it may turn into something

Forming a Committee to address field reporting issues

- System is getting pretty solid
- If that's not the case then a committee is appropriate.
- Communicating problems is important
- Not going to know there's a problem if you don't bring it to our attention
- Let us know what the error message is or what's wrong in a car, etc.
- Records will hold reports and wait for an attachment
- They merge the documents when they get them
- We have scanners now the attachments are coming in quicker

Second marked patrol car downtown.

- Had trainee for a couple of weeks and overlapped shifts/didn't have a car
- When you have a trainee transfer a car from Tempe
- We'll be reducing the number of cars because they are getting old
- Get more people out of cars and use the scooters, etc.

Community Assistant/Resident Assistant at Taylor Place front desk

- Securitas is downtown and there is an issue with communication
- Taylor Place is paying for Securitas
- Rich will talk to Taylor Place management to see if something can be worked out.

A building to share with Phoenix PD with secured parking.

- Is it on hold because of the budget?
- Phoenix was having a hard time finding a location with secured parking
- Talking about building a joint facility
- May want to lease something
- Not in immediate future

Jurisdiction for the park on south side of Post Office

- Going to open up at the end of the month.
- It is Phoenix's park but they may not police it
- We may end up picking it up just for the safety of our students.

Officer slot at shift change for downtown

- There may be one additional slot downtown for day shift

Code of appearance.

- Blythe would like feedback on that policy
- It involves civilian appearance.

Round Table

Chief: I want to thank all that came to this first meeting. We will continue to have meetings and the items will decrease as we resolve issues. I'd like to get the information back to the staff.

We will be talking about the frequency of meetings. Michele came up with the idea of using Blackboard so that we don't have to physically meet. We also have the capabilities of doing video conferencing and will be doing more of that.

Jay: If you want to attend from your campus, check to see if the video conferencing room is available and we can dial you up and you can attend that way.

In the way of communication, I've started putting Commander agendas and meeting minutes on the W drive. I'm doing this so that if you see something on there and haven't been informed of it, ask your supervisor about it and if you don't get an answer, let me know. And I'm hoping that other entities will post agendas and minutes this way too and this will start the conversations both up and down.

Awards Banquet We may give out tickets. The room is limited to 150.

Sunny: Some people showed interest in attending, so video conferencing is a possibility for anyone who would like to be involved.

Taylor: What's happening with the Chandler/Gilbert contract?

Jay: They are electing to go with Mesa. On the 1st we'll stop services. I'll put out an email once it's confirmed. I need to clarify that we'll still do housing but their admin buildings, classroom, alarms and parking lots, we'll stop responding to service on those.

Taylor: Is the land that MCCCCD uses for North res halls and North Desert Village leased or is it owned by them?

Jay: I believe that it's our land and it's leased to them.

Taylor: This is years down the road but does anyone know if there will be any new buildings going in at East and is there anything designated for the PD.

Jay: On the master plan that I've talked to Jean Humphries about there isn't anything mentioned for the Police Department

Denise: The policy has changed on ride-alongs. The form they fill out has been changed from a week to two weeks to plan it. We average one to two ride-alongs a month. If the people aren't contacted, they call me because I'm the one they give it to. They are normally applicants or maybe someone who is doing a report for a class. The person should be called out of common courtesy and to tell them we've got your application.

Jay: We discussed this in the commanders meeting regarding Greek Life wanted their hierarchy to do ride-alongs to better appreciate what we go through. There would be maximum of 20 a semester. The commanders said that would be too many.

Michele: I didn't know that it had been changed to two weeks but when I was day sergeant here in Tempe, it seemed like everything got funneled to me. I was on vacation and by the time I actually called her, she was at the airport flying back home. It made us look very poor. It's the process that needs to be looked at.

Chief: We'll look into that. If they are here as an applicant then they need to be called right away.

Jay: I don't care if it's two weeks as long as the person gets called. That's what's not happening.

Stephen: Being on night shift there are quite a few on duty and they are going around updating the codes such as Adelphi Commons and gate codes. If you have suggestions on what we can do to update, send an email.

Taylor: If that can go on a shared drive then everyone can have access to it if they should have to come to Tempe.

Michele: The training committee met a couple of weeks ago. You can make suggestions through your chain of command on what kind of training you'd like to see for the organization as a whole.

Chief: Awards ceremony that will be on the 24th and this is one of things I wanted to move forward since I've been here. We're putting a lot of effort into recognition.

Jay: Anyone can nominate for these awards like Employee of the Year (sworn and civilian).

Chief: If an agenda item comes up before the next meeting, you don't have to save it; send it to me and we'll look at it immediately.

We're not out to get people who have IA's. We're looking for continuous improvement. We evaluate and if there are errors, we correct them. IA's help us do that.

New boss is Morgan Olsen, Executive Vice President, Treasurer and CFO. The President thinks we are a great department and appreciates the good things that we have done.