



## Public Safety Commission Meeting Minutes - Draft

Travis Menard, Chairperson  
Janet Peterson, Vice-Chairperson  
Tim Arvidson  
Bonnie Dews  
David Dostaler  
Kerstin Keough  
Ruby Martinez  
Kieth Moreland  
Dan Smoker

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Thursday, February 7, 2019

3:00 PM

Castle Rock Fire & Rescue  
Headquarters  
300 Perry Street  
Castle Rock, CO 80104

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This meeting is open to the public. Please note that all times indicated on the agenda are approximate and interested parties are encouraged to be present earlier than the posted time.

The Public Safety Commission meets monthly at the Town's Fire & Resuce Headquarters or Police Department.

### Call to Order and Attendance

Chairperson Menard called the meeting to order at 3:01 p.m

**Present** 9 - Bonnie Dews, Ruby Martinez, Travis Menard, Kieth Moreland, Janet Peterson, Tim Arvidson, David Dostaler, Kerstin Keough, and Dan Smoker

**Attendance** 3 - Norris Croom, Jack Cauley, and Deborah Stanley

### Approval of Meeting Minutes

[PS 2019-004](#) Public Safety Commission meeting minutes - January 3, 2019

**Attachments:** [PSC01-03-2019 minutes](#)

**Mr. Smoker moved to approve the January 3, 2019 minutes. Ms. Peterson seconded the motion; the motion carried.**

**Yes:** 9 - Dews, Martinez, Menard, Moreland, Peterson, Arvidson, Dostaler, Keough, and Smoker

### Fire Department Report

[PS 2019-005](#) CRFD December Report

**Attachments:** [CRFD December Report](#)

- Chief Croom introduced and presented a brief background on the new Training Chief Oren Bersagel- Briese.
- The Fire Department's December monthly report was distributed.
  - Year-end call statistics are down 1.5% from 2017.
  - The department is working on a year-end summary report.
- The department has experienced unprecedented promotional movement.
  - Within this past year, the department has promoted three Lieutenants, two Engineers, a Battalion Chief, a Division

Chief, a Captain and a Deputy Chief.

- The department currently has three open FTE's (two of these are Paramedic positions).
  - The openings were posted this week. The hiring process will be held next month and selected candidates will be sent to the first available academy in August. The length of the academy is 16 weeks.
  - What about staff shortages until positions are filled? Discussion on the department's relief factors, position flexing and backfill.
- The Life Safety Division has two vacant FPO positions.
  - These positions are difficult to fill. Looking at our options and considering having these positions work a 48/96 shift. The benefit of this is that these FPO's could cover investigations, special events and fire alarm issues outside of regular operating hours thus providing an enhanced level of service to the community.
- Two of the department's new replacement Engines were delivered to the dealership in January. Once the Engines have been fully equipped, they will go to Station 152 and Station 154. Commission members will be notified of when they will be placed into service.
- Discussion on the possibility of 4th of July fire restrictions
  - Currently, vendors are allowed to sell fireworks under a Stage 1 ban.
  - A change in the municipal code would prohibit the sale of fireworks under a Stage 1 ban.
    - Loss of sales tax revenue is minimal (around \$4,000).
    - Chief Croom is drafting an ordinance for Council this month. If no opposition with first and second reading, the change would take effect in May.
    - Do other jurisdictions have this restriction? Some do, Douglas County does not. Our municipal code only applies to the Town of Castle Rock and not the Fire District.
  - Commission recommendations
    - The commission made a motion to support/endorse a change in the municipal code to ban the sale of fireworks under Stage 1 fire restrictions.
      - Vote results: 9 yea. All in favor. Motion passed unanimously.
    - Chief Croom will add the Commission's endorsement to his notice of intent letter to the County.
- Update on the County's helicopter contract.
  - The County is asking for contract approval for a Type 2 helicopter. Yearly cost is \$1,000,000.
- Discussion on the grocery tax issue. Approximately, 60% of tax revenue from groceries is collected from out of district shoppers. Asking commissioners to educate the public of its impact to Public

Safety.

## Police Department Report

[PS 2019-006](#) CRPD December Report

Attachments: [CRPD December Report](#)

- Chief Cauley distributed the Police Department's December monthly report.
  - The format of the monthly report is under revision and will, next month, follow the department's Strategic Plan. Will the department report on its mental health initiative? Yes, the mental health data will be included in the new report.
  - The department held its last open house Strategic Plan on January 30. The Strategic Plan will be discussed at the Council study session on February 19.
- The department is fully staffed but is planning a hiring process in March.
- Discussion on staffing/hiring/retention
  - The department looks at the time and money spent to hire an employee as an investment.
  - The department is competitive with pay and benefits.
- The next Citizens Academy is scheduled for April. Registration for this very popular program begins in March.
- Chief Cauley spoke about the upcoming budget process.
  - The time frame has been increased from three to five years.
  - The population growth component is challenging.
  - The Town will host an open house later this year to get public input.
- CRPD's Leadership classes.
  - The classes have been very beneficial with a mix of supervisors and non-supervisors.
- Chief Cauley was asked if the department could schedule some "Coffee with a Cop" sessions in the evening.
  - Yes, the department has already discussed future evening offerings.
  - Chief Cauley spoke about other outreach programs the Police Department participates in such as open houses, Splash in the Park and summer events.
- The department is sending several staff members to additional peer support training in order to add an emotional support element to its program.

## New Business

N/A

## Old Business

N/A

## Commissioner Comments and Questions

- It is rumored that the Castle Rock Adventist Hospital is so busy and so full that it has no available beds and is turning away patients. Both Fire and Police have not encountered any issues and have a high level of confidence with their services. Patients may be transferred to another hospital when their level of care is beyond the hospital's scope of care. The hospital is in the process of finishing construction on its fourth floor and is keeping up with area growth.
- Increase in car break-ins? Motor Vehicle Thefts (MVT) are up 8%, which is on par with the Denver Metro area. Locking car doors and not leaving your keys in the car are the biggest deterrent.
- Is there a safe area for private sales transactions? The Police Department has a safe zone, equipped with video cameras in the vestibule of the police station on Perry Street. The Public Safety PIO can send out a reminder message on social media.
- Does Police or Fire have car seats for people who may not have a car seat? The Police Department does not; the Fire Department has a few. The best option would be to contact the State Patrol.

## Adjourn

**Mr. Menard made a motion to adjourn the meeting; Mr. Dostaler seconded the motion. All were in favor.**

**The meeting adjourned at 4:30 p.m.**

**The next Public Safety Commission meeting is scheduled for March 7, 2019 at 3:00 p.m. at the Police Department.**