



## Public Safety Commission Meeting Minutes DRAFT

Janet Peterson, Chairperson  
Dan Smoker, Vice-chairperson  
Tim Arvidson  
Bonnie Dews  
David Dostaler  
Jose Guerrero  
Kerstin Keough  
Ruby Martinez  
Chrissy Williams

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Thursday, December 5, 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 of Castle Rock Fire & Rescue Headquarters or Police Department.

### Call to Order and Attendance

Chairperson Peterson called the meeting to order at 3:04 p.m.

**Present** 6 - Bonnie Dews, Ruby Martinez, Chairperson Janet Peterson, Kerstin Keough, Chrissy Williams, and Jose Guerrero

**Not Present** 3 - Tim Arvidson, David Dostaler, and Vice Chair Dan Smoker

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

### Approval of Meeting Minutes

[PS 2019-039](#) Public Safety Commission meeting minutes Nov. 7, 2019 - Draft

**Attachments:** [PSC11-07-2019 Minutes.pdf](#)

**Ms. Martinez moved to approve the November 7, 2019 minutes. Ms. Williams seconded the motion; the motion carried.**

**Yes:** 6 - Dews, Martinez, Chairperson Peterson, Keough, Williams, and Guerrero

**Not Present:** 3 - Arvidson, Dostaler, and Vice Chair Smoker

### Fire Department Report

[PS 2019-040](#) CRFD October Report

**Attachments:** [CRFD Oct Report.pdf](#)

- Chief Croom distributed the Fire Department's October monthly report and an invitation to the annual Awards Banquet.
  - Explanation of the banquet was given.
  - Compliment given to Chief Croom for past banquets.
  - The Police Department holds an awards event in May.
- The four recruits in the Fire Academy graduated on Tuesday.

- They will spend the next two weeks completing the department orientation before starting on line December 22, which will assist in alleviating current staffing needs.
- Chief Croom provided a Starlighting presentation to Council on Tuesday night.
  - Chief Croom spoke about the history and maintenance of the star.
  - Both Lt. Matt Rettmer and volunteer Tammy Denhard, who currently maintain the star, spoke briefly about their experience.
  - Chief Croom will provide the report to commission members upon request.
- Chief Croom is part of a group of Town employees who are working on a Town weather policy.
  - The weather policy covers more than just snow events. It includes floods, tornadoes and other natural events.
  - There was no official weather policy for the Town in the past. This new policy was created with input from Public Works, Parks & Rec, the Town Manager's Office, Fire and Police.
  - The Town will use information from Douglas County, CDOT, CSP, surrounding counties and forecasting models to base its decisions.
  - The Town used the new policy this past week and it worked well.
- Chief Croom spoke to commission members about the customer survey results the department collects each month.
  - Goal of the surveys is to achieve high customer satisfaction.
  - If the survey card is returned with a score of less than three, either the Fire Chief or Deputy Fire Chief will contact the patient.
  - Chief Croom was asked about medical refusals. Chief Croom explained patients have a right to refuse treatment if they are alert and oriented. If drugs or alcohol is involved, the protocol is different.
- The draft of the Strategic Plan is complete. It will be given to Mr. Corliss this month. The plan will be presented to Council in mid-January after the PSC members have had an opportunity to review it at the January meeting.
- The draft of the Master Plan will be completed before the end of the year. It should be ready for PSC review at the February meeting.
- Chief Croom showed PSC members the PSC events' board. The board will be saved for use with future outreach events.

## Police Department Report

[PS 2019-038](#) CRPD October Report

Attachments: [CRPD Oct Report.pdf](#)

- Chief Cauley distributed the Police Department's October monthly report.
- Graduation for the four officer recruits is tonight. The recruits will spend a couple of weeks working on some skill sets before going on shift.
- The department has extended a conditional offer to six candidates.
  - The swearing in ceremony will be January 6.
  - All candidates are post certified.
  - Compliment given to Chief Cauley on the depth of experience the department is bringing in with new hires.
- Shogun, the department's new Police Service Dog (PSD), has completed his training program. He has already been used to track suspects.
  - Chief Cauley was asked if the service dogs wear bulletproof vests - Yes.
- Chief Cauley gave a brief overview on body camera and license plate reader technology.
- This month's Coffee with a Cop event is scheduled for December 12 at the Starbucks located at the Outlet Mall.
- The PIO position has been re-evaluated.
  - The department is re-classifying the position from an officer to a civilian position.
  - This position will engage with the community and have a strong media focus.
  - The department will still have a part time PIO team to assist with communications.
  - The position will be filled in the first part of 2020. The PSC members will be updated.
  - Chief Cauley was complimented on the department's community events participation.
  - Chief Cauley was complimented on the Co-responder program. The department is very fortunate to receive support from the County - Chief Cauley.
- Chief Cauley spoke briefly about the department's Officer Wellness program.

## **New Business**

- PSC member asked if the commission would consider changing the commission start time to 3:30.
  - Any decision should be made with additional members present.
  - Suggestion to allow member to arrive late.
  - Will discuss at a future meeting.
- Consensus from attending members was to keep the January 2, 2020 meeting as scheduled.

## **Old Business**

N/A

### **Commissioner Comments and Questions**

- Chief Cauley was asked if there were any issues at the Starlighting event.  
No incidents - Chief Cauley.
  - Good crowd. Everything went as planned.
  - Some challenges with the shuttle service.
  - Recommendation from the Special Events Planning team to place message boards along the highway warning motorists of road closures in Town - Chief Croom.
  - PSC Member commented on the large police presence, which made them feel safe.
  - PSC member suggested a traffic control officer at Jerry St. to aid with traffic flow for next year's event.
  - The dynamics of downtown are changing. We are now challenged with having residents that live downtown and need access to their residence during these events - Chief Croom.
- Chief Croom was complimented on the Health One Video that highlighted the Fire Department.

### **Adjourn**

Ms. Peterson made a motion to adjourn the meeting; Ms. Williams seconded the motion. All were in favor.

The meeting adjourned at 4:28 p.m.

**The next Public Safety Commission meeting is scheduled for  
January 2, 2020 at 3:00 p.m. at the Police Department**