

**From:** Holmes, Raymond  
**Sent:** Wednesday, October 10, 2018 7:37 AM  
**To:** Carmichael, John; Kaiser, Sandra (Staff)  
**Subject:** FW: Rifle policies

## **10.06.00 Authorized Firearms**

Officers will maintain a high level of skill and proficiency with firearms, recognizing the decision to use a firearm is one of the most serious responsibilities filled by an Officer. Officers will possess and carry all firearms in a safe and professional manner that promotes a positive image of the Department, The Evergreen State College, and the State of Washington and does not unduly concern the public. The Department will equip its Officers with firearms to address the risks posed to the public and Officers by violent and sometimes well-armed persons. The Department will ensure firearms are appropriate and in good working order and that relevant training is provided as resources allow.

Officers have the option of either using Department issued or personally owned handguns and/or patrol rifles.

Officers who choose to carry their own handgun and/or patrol rifle must get approval from the firearm instructor. If an Officer later substitutes a personally owned duty weapon, the Department issued handgun and/or rifle will be returned to the Department armory.

No revolver will be carried as a primary duty weapon. Any exception to this procedure will require approval of the Director of Police Services and firearm instructor.

### **10.06.01 Authorized Handguns**

The authorized handguns issued by the Department are:

- 1) Glock Model 23 in .40 S&W
- 2) Glock Model 19 in 9MM
- 3) Glock Model 22 in .40 S&W

The following Officer-owned handguns are authorized: Beretta, Colt, Glock, Heckler and Koch, Kimber, Olympic Arms, Sig Sauer, Smith & Wesson, Springfield Armory, or other reputable manufacturer approved by the Director of Police Services in coordination with the firearms instructor.

The following handgun calibers are authorized for use by the Department: .357 Sig, 9mm, 40 S&W, 5.7mm, or 45 ACP.

Other handgun models or calibers deemed useful for specific assignments shall be approved by the Director of Police Services.

- 1) Handguns will conform to manufacturer's factory specifications, and comply with all state and federal laws.
- 2) Firearms will be capable of firing issued ammunition.

- 3) Metal, Stag, Ivory, or light-colored grips are not authorized.
- 4) Barrel/recoil compensators or similar modifications are not authorized.
- 5) Installation of tritium night sights and frame mounted flashlights are allowed.
- 6) Magazine disconnection mechanisms may be removed or neutralized by the firearms instructor or the Department armorer.
- 7) Inspection by a firearms instructor is required prior to placing any handgun into service.

Any other modifications must be approved by the firearms instructor and the Director of Police Services, as necessary.

#### **10.06.02 Authorized Patrol Rifles**

The authorized patrol rifles issued by the Department are the Colt 5.56/.223 platform.

The following officer-owned patrol rifles are authorized: Colt, Smith & Wesson, Olympic Arms, Sig Sauer, Heckler and Koch, or other reputable manufacturers approved by the Director of Police Services in coordination with the firearms instructor.

The following rifle calibers are authorized for use by the Department: .223/5.56mm.

Other rifle models or calibers deemed useful for specific assignments will be approved by the Director of Police Services.

- 1) Rifles will conform to manufacturer's factory specifications, and comply with all state and federal laws.
- 2) Rifles will be capable of firing issued ammunition.
- 3) Bright colored grips, accessories, or attachments are not authorized. Dark colored grips, accessories, or attachments are authorized.
- 4) Installation of tritium night sights, frame mounted flashlights, and optics are allowed.
- 5) Rifles will be equipped with a rifle sling which allows for the safe and rapid transition to handgun while retaining the rifle.
- 6) Will be an approved brand of type that can be secured in the weapon rack within the patrol vehicle.
- 7) Officers are required to have a minimum of 2 magazines in 30 round capacity.
- 8) Inspection by the firearms instructor is required prior to placing any rifle into service.

Any other modifications must be approved by the firearms instructor and the Director of Police Services, as necessary.

#### **10.06.03 Requirements for Use of Authorized Firearms**

- 1) All firearms, whether Department issued or personally owned, will be inspected by the firearms instructor as defined in 10.07.02 to ensure that the weapon is serviceable and conforms to the Department requirements.
- 2) Officers will be required to qualify with their authorized firearms prior to duty carry. Officers who carry patrol rifles will be required to attend a Department Patrol Rifle Operator Course for the first time users and qualify with the weapon on a quarterly basis. All Officers are required to attend ongoing patrol rifle and firearms training. Officers issued a handgun must use it as their primary weapon and qualify with the weapon on a quarterly basis.

- 3) A record of the serial number and pertinent information will be recorded and logged in the Department Firearms qualification records.
- 4) On duty Officer will use Department issued ammunition exclusively in Department issued handguns.
- 5) Only Department approved holsters will be used on duty.
- 6) On duty officers are required to carry a fully functioning, fully loaded, authorized firearm at all times. An officer's duty firearm is not considered fully loaded unless a live round has been chambered and a fully loaded magazine is inserted in the proper manner. Officers can elect to remove one round from each magazine to aid in smoother feeding of ammunition and longevity of the magazine springs.
- 7) On duty Officers will be armed with a handgun, properly secured in a holster, unless specifically exempted by the Director of Police Services. (Limited duty, Light duty, etc.)
- 8) On duty Officers assigned to patrol will have access to a patrol rifle, properly secured in the patrol vehicle trunk in a hard case or appropriate weapons mounted systems in the front compartment of the patrol vehicle. Patrol rifles will be in "Condition Ready" when stored in the vehicle trunks or racks. Condition ready is: chamber empty, bolt forward, weapon on "SAFE" with dust cover closed, magazine loaded with 28 rounds and inserted in the weapon, Aimpoint or Eotech sights turned off. Spare batteries available inside the carry case.
- 9) If the patrol car does not have rack space available for a patrol rifle, the patrol rifle can be secured in the vehicle trunk. If two or more on duty Officers are sharing a patrol car for a duty shift, only one Officer will be required to have a Condition Ready rifle stored in the vehicle trunk or rack. If two or more on duty Officers are sharing a patrol car for a duty shift, it is acceptable to have additional patrol rifle stored in the vehicle trunk or rack for each additional Officer.

#### **10.06.04 Discharging Firearms**

- A. Officers may discharge a firearm for practice or for training at the target range or at similar authorized locations.
- B. Officers may discharge a firearm subject to the conditions set forth in this manual regarding the use of Deadly Force. Officers will not draw or display their duty firearms except:
  - 1) As authorized by law;
  - 2) For official inspection;
  - 3) When necessary for cleaning or maintenance, and then only in a location not immediately accessible to the general public;
  - 4) For approved Department training purposes, on a departmentally approved or controlled range;
  - 5) When they believe themselves or another person to be in potential danger as defined by Use of Deadly Force 10.04.00.
- C. Under no circumstances should Officers fire a warning shot.
- D. Any improper display or use of firearms, contrary to the direction of this policy, may subject the officer to disciplinary action.

#### **10.06.05 Use of Firearms to Search Buildings**

Officers will not be restricted from drawing their firearm when searching non-residential buildings. Such incidents do not require a review by the DFRB.

#### **10.06.06 Use of Firearms while Serving Felony Search and Arrest Warrants**

Officers involved in the service of Felony Search and Arrest Warrants are authorized to enter a premise or other enclosed location with firearms drawn "at the ready." Officers should confer with the Supervisor in charge of the "entry" as to alternative possibilities to forced entry whenever possible. If an alternative can be identified that has the appropriate elements of Officer and suspect safety then such procedure is encouraged. At no time should Officer safety be diminished if there is even a remote possibility of violent and/or armed resistance to the service. When firearms are drawn while executing a felony search or arrest warrant, such action will be included in the body of the case report and the appropriate check box will be filled in.

#### **10.06.07 Use of Firearms in Assisting Outside Law Enforcement Agencies**

The use of firearms in assisting other departments should be reported to the Director of Police Services. If the assistance occurs on campus and/or involves persons associated with the campus, a report should be forwarded to the Vice President in charge of Police Services and the DFRB should review the incident.

#### **10.06.08 Deployment of Patrol Rifles**

Officers may deploy the patrol rifle in any circumstance where the officer can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include, but are not limited to:

- 1) Situations where the officer reasonably anticipates an armed encounter.
- 2) When an officer is faced with a situation that may require the delivery of accurate and effective fire at long range.
- 3) Situations where an officer reasonably expects the need to meet or exceed a suspect's firepower.
- 4) When an officer reasonably believes that there may be a need to deliver fire on a barricaded suspect or a suspect with a hostage.
- 5) When an officer reasonably believes that a suspect may be wearing body armor.
- 6) When needed to euthanize an animal.
- 7) When authorized or requested by a supervisor.

August 15, 2017

To: Ed Sorger  
From: George Bridges  
Cc: Wendy Endress

On August 1, 2017, former Chief of Evergreen Police Services, Stacy Brown, submitted a report summarizing her needs assessment for policing on the Olympia campus. At the heart of her assessment is information on the personnel, equipment and training needs of our Police Services Division and also training and educational needs for Olympia students, faculty and staff.

The remainder of this memorandum summarizes my response to Chief Brown's assessment and my recommendations on next steps for strengthening campus security and training at Evergreen. Some of the needs identified by Chief Brown can be addressed with one-time funding. Those requiring ongoing support in the College's operating budget will be included in the College's supplemental budget request for 2018-19.

Safety and security are top priorities for Evergreen. I look forward to working with you and others knowledgeable about policing on college campuses who will assist us in strengthening the Police Services at Evergreen.

#### Police Services Needs Assessment

*Recommendation: Add 2 FTE commissioned officers and address salary compression for all police services staff.*

Response: Agree. The Police Services Division has had difficulty in the past recruiting and retaining officers at our current funding level. I am supportive and understanding of the necessity and importance of this request. I seek information on varied ways in which we can strengthen the staffing of the division in light of the challenges of recruiting and retaining capable strong police personnel. A request for more officers will be included in the College's supplemental budget request. A salary adjustment was included in the current operating budget raising officers' salaries.

*Recommendation: Add 1 Office Assistant 3*

Response: Agree.

*Recommendation: Purchase rifles (and related equipment) for use by officers needed in combatting an active shooter.*

Response: Agree pending 1) review of how other Washington public institutions equip officers for responding to the threat of active shooters and 2) development of policies on acceptable maintenance and use of rifles by Police Services officers.

*Recommendation: Provide adequate training for all faculty, staff and students regarding response to active shooter on campus.*

Response: Agree. Any necessary funding will be pursued in supplemental budget request.

*Recommendation: Equipment and training for crowd control.*

Response: Agree, pending development of acceptable use policies regarding officers' employment of crowd control measures and equipment.

*Recommendation: Modernize two-way radio infrastructure and provide cell phones for all officers.*

Response: Agree. The improvements are needed. Funding to be pursued in supplemental budget request.

*Recommendation: Modernize dispatch console and control system*

Response: Agree. Funding to be pursued in supplemental budget request.

*Recommendation: Install reliable door locking system for entire campus and remodel dispatch center*

Response: Agree. Funding to be pursued in supplemental capital budget request.

*Recommendation: Expand campus surveillance system in high risk areas*

Response: Agree in principle but must be discussed more broadly on campus.

Funding to be pursued in supplemental capital budget request.

*Recommendation: Add police officer body cameras and support for processing body camera video as part of public records requests.*

Response: Agree. Funding to be pursued in Supplemental budget request.

*Recommendation: Purchase license for Lexipol system that enables officers to have access to current information on law enforcement policies and procedures.*

Response: Agree in principle. More information is needed on the merits of this and/or other related systems.

*Recommendation: Transition all vehicles to the lease program*

Response: Agree. Funding to be pursued in supplemental budget request.

*Recommendation: Replace vehicle and dispatch laptops*

Response: Agree. Funding to be pursued in supplemental budget request.

*Recommendation: Temporarily allocate additional office space and continue to pursue Seminar remodel.*

Response: Submit proposal to campus Space Committee for consideration. Will continue to pursue Seminar 1 remodel through capital budget process.

*Recommendation: Authorize Chief to serve as PIO for major events involving Police Services.*

Response: Disagree. Chief needs to be able to focus on core law enforcement duties. Evergreen's VP for College Relations or her designee will coordinate with Evergreen Police Services to provide information as needed.

*Recommendation: Develop clearer understanding by campus community of conduct violations associated with campus disruptions. Outdoor and indoor protocols needed.*


Response: Agree in principle. Will align with ongoing work on campus communications and campus event response protocols..



the evergreen  
state college

MEMORANDUM

TO: Ed Sorger, Interim Director of Police Services

FROM: George Bridges, President 

DATE: January 17, 2018

SUBJECT: *Review of Evergreen's Procedures – Chapter 10.00.00 - Use of Force and Weapons*

I have completed my review of Evergreen's standard operating procedures (SOPs) regarding use of force and weapons by campus police officers.

I approve this chapter of Evergreen's procedures as it pertains to the work of the Department of Police Services and our officers and administrative staff within it.

cc: Wendy Endress, Vice President for Student Affairs  
John Carmichael, Chief of Staff



## **POLICE SERVICES NEEDS ASSESSMENT**

DATE: August 1, 2017

TO: George Bridges, President

FROM: Stacy Brown, Chief of Police

CC: Wendy Endress, Vice President for Student Affairs

### **Charge:**

By August 1st, Evergreen Chief of Police Stacy Brown will submit a departmental-needs assessment to campus leadership that outlines training, equipment and personnel needs for Evergreen Police Services. President Bridges will respond to the report by August 15th. *(2017 Senate Republican Caucus, action item #2)*

### **Overview:**

This needs assessment represents an analysis of gaps of training, equipment, personnel, and physical space constraints that create challenges for Evergreen Police Services to effectively respond to the challenging needs of campus policing. While there is a lengthy list of items listed in the assessment, I believe that all of the items listed are a priority for a safe, effective, efficient, and contemporary police department. Prioritization could occur, if needed for budgetary reasons, however; doing so would be a disservice to the community as items listed are intended to bring the department to a law enforcement best practice/industry standard level.

### **Introduction and Purpose for Police Services:**

Evergreen Police Services is a full-service organization with commissioned police officers with jurisdiction for the campus of The Evergreen State College. The department operates 24/7 with at least one dispatcher and officer on duty at all times. Evergreen police officers are fully trained and qualified pursuant to the requirements of the Washington State Criminal Justice Training Commission and have the same enforcement authority as city or county police officers. Police Services purpose is to provide a safe campus environment for students, staff, faculty and visitors by maintaining a partnership based on mutual trust, respect, and understanding between members of the Evergreen community and Police Services and sharing the responsibility of providing a safe learning and working environment through community awareness, involvement, and education.

## FY17 Budget Scope and Staffing

Program	FTE	Personnel Headcount	Budget
Police	11.28	Chief (1) Sergeant (2) Police Officer (7)	\$1,003,118
Emergency Communications	6.21	Communication Officer 1 (5) Communication Officer 3 (1)	\$399,547

## Police Officer Staffing Levels Needs

Desired Outcome	Current Status	Need
The department operates 24/7 with one dispatcher and <b>two</b> officers on duty at all times.	The department operates 24/7 with at least one dispatcher and <b>one</b> officer on duty at all times. At times, two officers are on duty, but there is not enough staffing to ensure two on duty at all times. Best practice in law enforcement has many scenarios where dispatching two officers is the appropriate response. At Evergreen, this means calling for assistance from adjacent law enforcement partners and awaiting their response. A second officer would eliminate the need for assistance from other agencies on most calls and can make quickly juggling a multitude of tasks more manageable, such as checking arrest warrants and prior history, and identifying and separating parties. Two officer response also allows for increased possibility of successful de-escalation techniques and overall officer safety.	An addition of two FTE will bring two officers on duty the majority of the year. These positions would be a Captain and a Detective/Resource Officer. Additionally, funds would be needed to address salary compression with the chief. <b>Cost \$292K, annually.</b>

## Police Services Administrative Support

Desired Outcome	Current Status	Need
Police Services has a dedicated 1.0 FTE Office Assistant 3 to provide administrative assistance to the Chief and department as a whole.	There is currently no administrative support assigned to Police Services. Administrative duties fall to the Chief and officers to support themselves. This is time not spent on leadership, patrol and providing direct service to the campus. During 2016-17 Student Affairs allocated one-time funding to hire a part-time temporary employee.	An addition of 1.0 FTE Office Assistant 3. <b>Cost \$56K, annually.</b>

## Active Shooter Response Equipment

Desired Outcome	Current Status	Need
College/school environments are at an elevated risk of active shooter events. The department operates with industry standard active shooter response equipment including rifles and training.	The department does not have industry standard equipment or training. The department and the college will rely on mutual aid response to address an active shooter situation. This decision was made in 2009. Repeated requests to modify to industry standard have been denied by the senior administration. The risk of not having equipment or training is decreased effectiveness and timeliness in neutralizing an active shooter. A rifle has increased accuracy over long distances, allowing officers to engage from a safe distance versus using a hand gun, from a short distance to engage with an active shooter.	<p>A rifle is considered standard equipment in an active shooter response. The standard rifle issued to most law enforcement agencies in the United States is the 16" semi-automatic patrol rifle chambered in .223 caliber/5.56MM. The most common is the AR-15 platform with 30-round magazines.</p> <p>Purchase (4) pooled rifles for each vehicle and one for the station and associated secure building and vehicle storage systems. Purchase training and duty ammunition. Add and sustain ongoing training to maintain qualification standards for rifles.</p>

		<p><b>One-time cost</b> of four rifles, vehicle mounts, and practice and duty ammunition, \$12K.</p> <p><b>Cost annual ammunition and firearm</b> of \$1K.</p>
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### Active Shooter Training for New Students

Desired Outcome	Current Results	Need
All Evergreen students are trained during orientation on responding to active-shooter scenarios.	Students receive no orientation or training related to active-shooter scenarios.	In partnership with New Student Programs and Emergency Response Coordinator, Police Services will lead a mandatory orientation session to provide basic training to all Evergreen students regarding active-shooter scenarios.

### Active Shooter Training for Staff/Faculty/Students

Desired Outcome	Current Results	Need
All Evergreen faculty and staff receive mandatory training on a regular interval on responding to active-shooter scenarios. This training carries a certification issued by Police Services. Training is available and opt-in for students.	Faculty and Staff do not receive mandatory training related to active-shooter scenarios. Some staff areas receive this training at the discretion of the supervisor.	Require all Evergreen faculty and staff to receive training on a regular interval on responding to active-shooter scenarios.

### Active Shooter Training and Evacuation Tabletop or Drill Exercises

Desired Outcome	Current Results	Need
Evergreen conducts active shooter and evacuation scenario tabletop exercises or drills on a regular interval.	Drills are not conducted on a regular interval. This presents elevated risk to the Evergreen community, and leaves the college less prepared for an active shooter and evacuation. Active shooter incidents are unpredictable and evolve quickly, these exercises help the college to prepare and plan for worst-case scenarios.	Evergreen conducts active shooter and evacuation scenario tabletop exercises or drills on a regular interval. This critical work will be led by the Chief and the Coordinator for Emergency Response and Planning. <b>Cost \$2K annually in Goods/Services to coordinate trainings.</b>

### Crowd Control Equipment

Desired Outcome	Current Status	Need
The department operates with industry standard crowd control equipment to include vests, OC-10 pepper spray and PepperBalls, and other crowd control tools as recommended by best practices and industry standards to support unlawful crowd dispersion. Officers are trained in best practices for crowd control.	Crowd control equipment is not available. Officers lack non-lethal tools for crowd dispersion and de-escalation. Assistance from local law enforcement agencies is required. After backup is deployed, Evergreen officers are not able to effectively participate due to lack of equipment and training.	The department operates with industry standard crowd control equipment to include vests, OC-10 pepper spray and Pepper Balls, and other crowd control tools as recommended by best practices and industry standards to support unlawful crowd dispersion. Officers are trained in best practices for crowd control.  <b>One time cost of \$5K, annual budget increase of \$1K.</b>

## Two-way Communication Equipment

Desired Outcome	Current Status	Need
The department operates with industry standard two-way communication tools, which include digital two-way radios and cellular phones.	Current radio infrastructure is incomplete with notable drop out zones and is supported by aging two-way radio infrastructure. Currently officers do not carry cellular phones. The risk is that officers are out of touch with dispatch and each other and are unable to communicate critical information putting officers and the public at risk.	<p>Assess radio infrastructure. Modernize, purchase, and install two-way radio infrastructure and related equipment. One-time costs would need to be assessed via RFP process. If advanced, estimate could be assessed within six-months.</p> <p>Purchase and issue cell phones to each officer. Create and train on related policies governing the use of cellular phones. <b>Cost \$7K annually for cell phones.</b></p>

## Dispatch Modernization, update life-safety systems

Desired Outcome	Current Status	Need
<p>The dispatch center operates with digital dispatch consoles and an integrated alarm system. Systems are within appropriate life-cycle and replaced as that life-cycle ends.</p> <p>Remodel that allows ease of movement and access to all dispatch components necessary to perform tasks.</p>	<p>Radio console is analog, and out of date with standard industry equipment.</p> <p>Alarm systems are operated through three different systems.</p> <p>Door locking programs are not reliable.</p> <p>Out of date equipment presents greater risk of system failure. These are life-safety systems and failure presents elevated risk to the college.</p>	<p>Modernize, purchase and install digital P25 dispatch console. Modernize alarm systems.</p> <p>Assess, purchase, and install reliable door locking program.</p> <p>Remodel dispatch center to create an area that is more efficient. One-time costs would need to be assessed via RFP process. If advanced estimate could be assessed within six-months.</p>

## Video Recording Equipment

Desired Outcome	Current Results	Need
<p>Expand video cameras and recording equipment throughout campus. Specifically adding cameras in parking lots, select administrative areas and on Red Square. Cameras deter crime, reduce theft and vandalism. Such a system also provides evidence when crimes occur by creating records of events. Cameras in high-traffic areas allow dispatchers to alert officers of in-progress incidents and update officers during their response to the issue.</p>	<p>There are 55 cameras throughout campus, mostly at transaction counters. Notable missing areas are Red Square, administrative areas, and parking lots.</p>	<p>Purchase and install an expansion to campus surveillance camera infrastructure and related equipment in highlighted higher risk areas. One-time and ongoing costs would need to be assessed via RFP process. If advanced estimate could be assessed within six-months.</p>

## Police Officer Body Cameras

Desired Outcome	Current Status	Need
<p>All on-duty officers utilize body cameras in their interactions with the public. Officers are trained on use and requirements for data retention. College maintains policies for their use. College provides an employee responsible for responding to and processing public records requests related to body camera video footage.</p>	<p>Police Services does not currently have or use body worn cameras for officers.</p> <p>A body camera is a tool to resolve disputed facts regarding police performance. Body cameras potentially enhance safety of officers and community members.</p>	<p>Add police officer body cameras and create related policies and training for their use and data retention.</p> <p>Provide support for processing public records requests related to body camera video.</p> <p>One-time and ongoing costs would need to be assessed via RFP process. If advanced estimate could be assessed within six-months.</p>

## Policy Development Support

Desired Outcome	Current Results	Need
Evergreen uses best practice for maintaining, updating and training policy and procedures for officers.	<p>The department currently uses a “homegrown” policy and procedures model. Training is conducted as needed with emphasis at initial hire.</p> <p>As law enforcement best practices, industry standards, and Washington laws are updated a homegrown model runs the risk of missing these updates, and subjecting the college to risks associated with outdated practices and policies.</p>	<p>Purchase and implement Lexipol to assist in creating model policies for modern law enforcement. This is delivered through a web-based development system, which can also be used for regular and ongoing training. Policy and procedures are WA state-specific that are integrated with scenario-based daily training on high-risk, low-frequency events.</p> <p><b>Cost \$6K annually, could be implemented in 12 months with administrative support.</b></p>

## Vehicle Renewal Program

Desired Outcome	Current Status	Need
All police vehicles are maintained through the DES vehicle lease program.	Department vehicles are a mixture of new and old, owned and leased. Using aged patrol vehicles increases the likelihood that one is out of service or needs repairs and otherwise not available to the department, bringing the number of available police vehicles down to two.	<p>Transition all vehicles to the lease program when they reach replacement age. Replace the 2010 police vehicle immediately. <b>Cost \$25K annually.</b></p>



### Replace MDT (mobile-data-terminal) Laptops in Vehicles

Desired Outcome	Current Status	Need
Each police vehicle has a current MDT laptop issued. Dispatch would have access to a MDT at each dispatch station. Systems are within appropriate life-cycle and replaced as that life-cycle ends.	Each vehicle and dispatch have aged MDT laptops that are in need of replacement. These are standard laptops and are outside the life cycle as determined by the college. Their continued use increases the likelihood that the field laptops will fail.	Replace MDT laptops (4) in police vehicles and dispatch center. With the additional purchase of a 5 <sup>th</sup> MDT for Dispatch. <b>Estimated one-time cost of \$16K. Cost annually \$4K.</b>

### Police Services Office Space in Seminar I

Desired Outcome	Current Results	Need
Appropriate square footage for all police services functions.	Police Services is at capacity and does not have room to accommodate additional personnel.	Temporarily allocate additional office space adjacent to Police Services to accommodate additional staffing needs. Continue to advance the priority to fully remodel the Seminar I facility to create a modern Police station.

### Public Information Officer (PIO)

Desired Outcome	Current Results	Need
Follow best practice of law enforcement interfacing and with the public and offering timely updates and transparency about public safety issues. The Chief or their designee can act as Public Information Officer (PIO) for events occurring with major involvement from Police Services. Coordination	All communication is done through the Communications Office.	Provide ability for the Chief or designee to act as Public Information Officer (PIO) for events occurring with major involvement from Police Services. Done with coordination with the Communications Office.

would occur with the Communications Office.		
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### **Disruption of College Business / Functions**

<b>Desired Outcome</b>	<b>Current Results</b>	<b>Need</b>
Clear understanding for students and/or community members who disrupt business or college functions/events with clear police services policy and conduct code protocols for response. Policy includes both outdoor and indoor response protocols.	There is an inconsistent and unclear role for police officers who respond to disruption of college functions.	Clear understanding for students and/or community members who disrupt business or college functions/events with clear police services policy and conduct code protocols for response need to be developed and implemented. Ideal policy includes both outdoor and indoor response protocols.