



August 19, 2011

Denver Sheriff Department *Progress Report*



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DIRECTOR'S OFFICE

Independent Monitor's Quarterly Report

One of our strategic goals for the remainder of this year and upcoming years is to celebrate the positive. In a recent conversation that I had with Richard Rosenthal, Independent Monitor, he has agreed to include awards, commendations and letters of appreciation regarding DSD employees in his quarterly report. Currently, this information is only reported annually in his report. It is important that his report includes the positive work that all of you do that goes above and beyond the call of duty in every report that his office sends out; not just the negative. Please ensure that I receive a copy of all commendations, awards, and letters of appreciation. Melissa Ortega currently keeps track of all of these reports and will forward the list to be included in the Monitor's report.

Budget

On Tuesday, August 23, 2011 DSD will meet with Mayor Hancock to finalize our 2011 and 2012 budget strategies. I want to thank all of you who played a role in creating innovative ideas to meet our budget reductions while increasing revenues. In September, a public presentation will be given by our agency with the Mayor and respective City Council members present.

DSD's strategies for accomplishing Mayor Hancock's 100 Day People Plan

In conjunction with our current department goals and initiatives, DSD has created strategies on how our agency can align with the numerous goals developed by the Hancock administration. DSD will utilize this opportunity to support the Mayor's initiatives while creating new goals for our agency. The strategies documents follow on page two.

CALEA (Commission on Accreditation for Law Enforcement Agencies, Inc)

On July 18, 2011 I executed DSD's contractual agreement with CALEA. On August 2nd, I received confirmation that DSD is now considered an agency in self-assessment. What does this mean? Together, we continue to move forward with our new vision and mission statement to become a National Model for Law Enforcement Excellence. Over the next few months, mock audits and increased inspections will be conducted in various divisions to prepare our agency for upcoming accreditation audits. Upon our success with achieving this accreditation, DSD will be successfully accredited by the American Correctional Association, the National Commission on Correctional Health Care and the Commission on Accreditation for Law Enforcement Agencies.

Gary Wilson
Director of Corrections and Undersheriff



Denver Sheriff Department
Strategies for Accomplishing Mayor Hancock's
100 Day People's Plan



Restoring Public Trust and Confidence

- **Complete Implementation of the Community Relations Unit:** In 2011, the first-ever Community Relations Unit was implemented within the Denver Sheriff Department.



Strategies:

1. Restructure the Denver Sheriff Department Foundation and implement new goals and strategies.
2. Create a Special People Academy.
3. Create a Citizen's Academy.
4. Increase Community Visibility through increased participation in community events, neighborhood meetings, and social and media networks.
5. Provide resources and time off (when schedule permits) for staff to attend community events, neighborhood meetings, and provide community service to bolster relationship with community members.
6. Create media/social network workgroup to assist with messaging the positive work of the Denver Sheriff Department (community relations website link, social media account, channel 8, recruitment video, life as a Denver Deputy Sheriff video).

Rebuilding Fractured Organizations

- **Employee Misconduct:** On January 1, 2011, the Denver Sheriff Department implemented the Conduct Principles and Discipline Guidelines.

Strategies:

1. Increase staffing in the Internal Affairs Unit to decrease time for investigating and imposing discipline on internal investigation cases.
2. Hold staff accountable for misconduct/law violations through the use of the new Conduct Principles and Discipline Guidelines.
3. Transparency: Work closely with the Independent Monitor's Office to accurately report to the public on misconduct violations and discipline of Denver Deputy Sheriffs.
4. Celebrating the Positive:
 - Work with the Independent Monitor's Office to include the positive work of the Denver Sheriff Department, Denver Police Department and Denver Fire Department Personnel (commendations, awards and special recognition) in the Monitor's Office quarterly report.
 - Create link on DSD's website which list recent commendations, awards and special recognition of Denver Deputy Sheriffs.
 - Send positive newsworthy work of Denver Deputy Sheriffs to the local media.

- **Community Involvement**: Whenever possible, use community groups and community leaders to assist with policy development and decision making.

Strategies:

1. Finalize work of the Transgender Policy Committee.
2. Finalize work of the Use of Force Task Force Committee.
3. Expand the use of community members for pre-service and in-service training for Deputy Sheriffs.
4. Expand the use of community members to assist with the reduction of recidivism.

Bolstering Prevention Services

- **Crime Prevention and Control Commission**: In March 2011, Director Wilson was elected as the Chairperson for the Crime Prevention and Control Commission and has been a member of several sub-committees since 2005.

Strategies:

1. Create and support prevention initiatives that produce a positive return on investments and reduce recidivism.
 2. Network with regional and national organizations similar to the Crime Prevention and Control Commission. (Criminal Justice Coordinating Council Network)
- **Denver Sheriff Department**: Create new initiatives while enhancing current successful prevention and treatment programs in the jail environment.

Strategies:

1. Finalize implementation of the Recovery in a Secure Environment Unit (RISE).
2. Increase effectiveness of the Mental Health Program and Housing Units.
3. Develop new reentry efforts with the Department of Corrections to include sex offenders and long-term offenders.
4. Finalize implementation of the Prison Industries Program.
5. Support and continue current successful strategies to include the Denver Homeless Transition Program, GAP Program, Life Skills, and Productive Day.

Secure Communities

- Secure Communities Work Group: Establish a formal system of review.

Strategies

1. Develop a workgroup to include the Mayor's Office, Manager of Safety's Office, Denver Police, Denver Sheriff Department, Immigrations Customs and Enforcement (ICE), and Community Representatives to review the policies and practices of the program to ensure compliance with the State Memorandum of Understanding.

2. Send a monthly report from the Denver Sheriff Department to the Mayor's Office, Manager of Safety's Office, Denver Police Department and any other required stakeholders. The monthly report will include:
 - Number of persons incarcerated on an immigration hold.
 - Race and Ethnicity of person incarcerated.
 - Local Charges and Priority Level (1, 2 or 3).
 - Country of Origin.
 - Number of persons released to ICE.

Peak Performance

- **Data Collaboration Committee/Crime Prevention and Control Commission (CPC):**

Strategies:

1. Launch new sub-committee (Data Collaboration Committee) of the CPC to include Criminal Justice Agency Heads and Technology Support stakeholders.
2. Create a data warehouse of all Criminal Justice Information Systems using the intuitive Oracle Business Intelligence Program (already purchased by the City) to analyze data, trends, redundancies, and improve operations and decision making across the entire Denver Criminal Justice System.

- **Denver Sheriff Department:**

Strategies:

1. Fully support the Mayor's initiatives of Peak Performance.
2. Deliver a balanced department budget in 2011 without the need of a supplemental request.
3. Continue to find ways to reduce cost and increase revenues within the Denver Sheriff Department.

Establishing "Denver Seed" to Grow a Fresh Food Economy

Strategies:

1. Utilize land at and around the Denver County Jail to develop an inmate horticulture and urban farm program.
2. Utilize inmate labor to assist with the development of non-profit urban farms throughout Denver.

DIRECTOR'S OFFICE

CAPTAIN PAUL OLIVA

Transgender Inmate Policy Committee Group

In March 2011, Director Wilson brought together individuals to help develop policy and procedures for transgender inmates who are kept in custody by the Denver Sheriff Department. This group of individuals formed a committee that included members of DSD uniformed staff, psychology, health services, ACLU of Colorado, Colorado Anti-violence Program and members of the LGBT community center of Colorado. A mission statement and goals were identified that included building a policy that supported a safe, secure and respectful environment while upholding the rights of this population. The Denver Sheriff Department moved forward in becoming a leader in developing the first community involved policy on the care of transgender inmates.

On August 10, 2011 the committee reviewed and gave the approval to move forward with a proposed Department Order. This was months of collaborative efforts from the members of the committee. The proposed Department Order includes areas on definitions, intake, housing, long term classification, searches, training, medical assessment and treatment. A Transgender Review Board was also developed under the vision of the committee.

The proposed Department Order will be given to Director Wilson for review along with developed procedures. I would like to extend my appreciation to all the members of the committee for their hard work, professionalism and dedication on this project.

DOWNTOWN DIVISION

MAJOR THAN

Thank you

The Downtown Division would like to offer our THANKS to James Sanford, Michael Newtown, Steven Zarnow and Eric Miller for their dedicated service while assigned to the position of “acting” sergeant. We would also like to welcome Sergeants Lori Robirds, Patricia Gabel, Steven Zarnow and Stephen Koch to the Downtown Division.

DDC Working Group

Earlier this month, the DDC Working Group Committee met to discuss the possibility of implementing new shift/days off assignments for uniformed staff at the DDC. The working group was created to review and implement a workable schedule that would allow staff to spend quality time with family, utilize less leave time and have productive working hours. More information will be sent out as the committee continues to meet and discuss options.

DDC Implementations

The DDC has implemented or is in the process of implementing the following additions:

- 1st floor holding cell camera system directly tied to the release office
- Signage throughout the facility
- Official visitor PTZ camera system
- Kitchen camera system additions with direct view in kitchen office
- Override policy
- Additional weapons clearing barrels
- Storage lockers for all DDC staff
- Video advisement TV/DVD viewing in court holding area

As always, the Downtown Division Command Staff appreciates all of your continued hard work, efforts and ideas to improve the overall success of the department.

VEHICLE IMPOUND FACILITY

CAPTAIN MEYER

Storage Racks

Over the past several months, we have had several construction projects in operation at the VIF. Haselden Construction has been out surveying, drilling caissons and putting together the ticket toy set of racking materials to create another 80 vehicle storage racks for the facility. They hope to be done by the end of August with the VIF starting to use the racks by the first week of September.

Paving Project

Public Works/Street Maintenance has also been busy at the VIF. This last weekend (August 13), Street Maintenance worked two 12 hour days to complete paving the main east/west driveway in the Columbine lot and one of four driveways around the racking system. Three additional driveways will be paved in September or October depending upon their availability to pave on the weekends. This has been a long awaited project that will increase staff and forklift operability and safety by keeping the ground around the racks from turning into “pothole city” in the spring and winter. A great thank you to the personnel from Street Maintenance who performed this valuable paving project for us.



Temporary Impound Lot – Broncos’ Games

Bronco season is upon us. We will again be operating the temporary impound lot located at Denver WasteWater for all home games. We will also be there for the CU/CSU game. Remember that illegal parking may get your car impounded. The fee to get your car out of impound is \$120.00, no exceptions!!

TRAINING

SERGEANT GETTLER

Congratulations

Congratulations to the newly promoted Sergeants Norma Mock, Michael Jordan, Steven Zarnow and Stephen Koch. The training for new Sergeants has been updated and this was the first class to receive the new curriculum, which is more oriented toward supervision. Sergeants Mock, Jordan and Koch received the training along with Deputy Sheriffs Earl Sims and Nissa Mills. Some of the classes in the new curriculum are *Managing a Use of Force Incident*, *Leadership and Leadership Philosophy*, *Death in the Jail*, and *Supervisor Liability and Use of Force*. We would like to thank those instructors who organized and taught these classes to add to the success of the new curriculum– Director Wilson, Major Brown, Major Horner, Captain Coyle, Captain Kafati, Captain Oliva, Captain Romero, Sergeant Gillespie, Sergeant J. Johnson, Sergeant Khelik, Sergeant Robirds, Sergeant Rolando, Sergeant Sich, Sergeant Wynn, Deputy Hynes, Deputy Mills, John Alvarado, Emily Lauck and Melissa Miera.

Civilian In-Service Training

We are in our third week of Civilian In-Service Training. This has been a logistical challenge as supervisors schedule their personnel for training, while working around vacations, Labor Day, a mandatory furlough day and trying to minimize overtime. Thank you for your efforts in getting your personnel scheduled.

Training Calendar

The training calendar is busy for the remainder of this year. Here are some highlights of what is on the horizon for the Training Academy:

- | | |
|---|---|
| ❖ August 15-September 9 | Civilian In-Service Training |
| ❖ August 15-September 1 | Security Specialist Class 2011-3 |
| ❖ August 29-30 | Policy and Procedures (PATC) |
| ❖ September 6-8 | New ERU Member Training |
| ❖ September 12-16 | Crisis Intervention Training (CIT) |
| ❖ September 12 | Deputy Sheriff Class 2011-2 Begins (13 weeks) |
| ❖ September 26-30 | Hostage Negotiation 3 (PATC) |
| ❖ 1 st and 3 rd week of every month | New Employee Orientation |

TECHNOLOGY MANAGEMENT UNIT

CAPTAIN LEAHY

Intranet

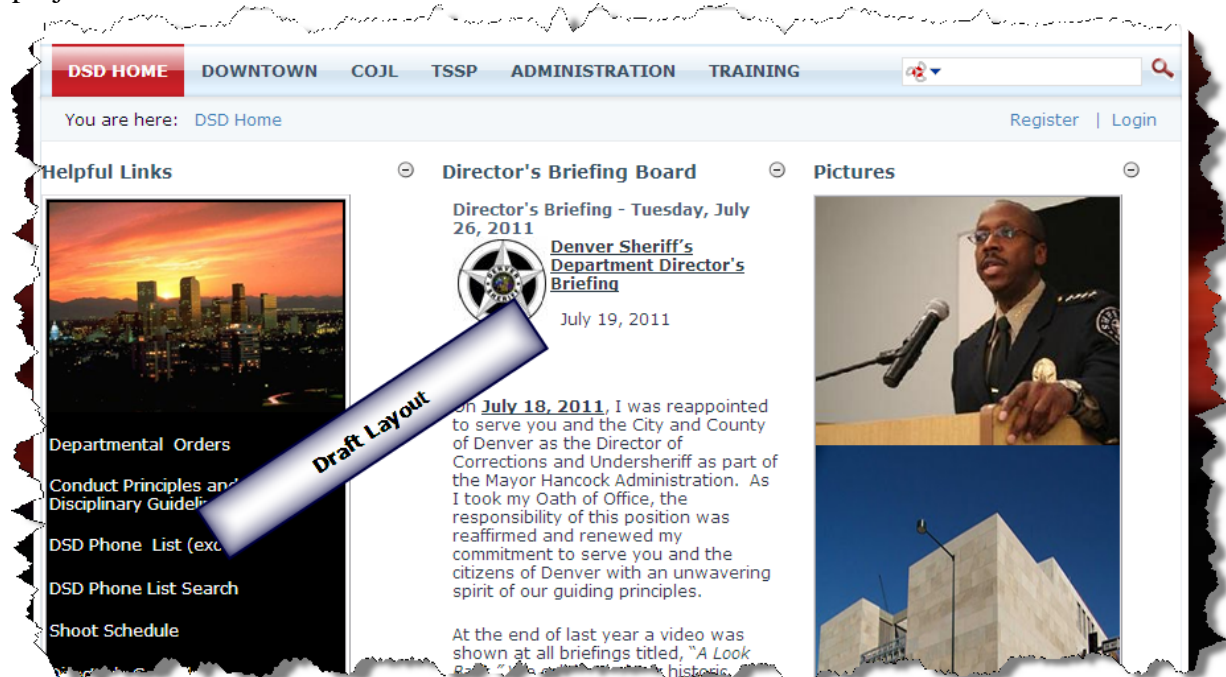
On September 1, 2011 the new DSD intranet will go-live. This will be a one stop resource for all DSD information and will be a living environment. This means that information on the home pages will be current with daily posts and events. Additionally some units such as the TMU and Training will maintain a calendar of events to assist officers with learning opportunities. Each Division will have a separate page that will be maintained by Divisional editors to be announced prior to go-live. The editors will be responsible for obtaining the latest information from command staff and passing it along to the end user.

Another functionality will be a help support page. This will be a one stop page for all DSD related assistance including Help Desk (computer) requests. Another great feature will be an internal phone number lookup.

Other functionalities will include:

- Commonly used forms
- Post Orders
- ACA regulations
- Range and Shoot schedules
- Departmental Training including videos, classes and latest information

Thanks to Security Specialist Olivia Terrell and Officer Nissa Mills for outstanding work on this project.



TECHNOLOGY MANAGEMENT UNIT

Continued...

Updated Offender Lookup

The offender look-up function will be updated so the public can easily check case and offense information, court scheduling and bonding information. These changes will assist in the reduction of call traffic to the facilities for offender information. Changes should be in place by the end of the month.

<http://www.denvergov.org/sheriff/DenverSheriffDepartment/InmateSearch>

You are here: > Denver Sheriff Department > Inmate Search

Denver County Jail | Downtown Detention Ctr | Vehicle Impound Facility | **Inmate Search** | Contact Us | About us

DENVER
THE MILE HIGH CITY

Offender Lookup Dashboards -- Log Out
Page Options

Denver Detention Center Information Desk at 720-337-0400

Last Name* (It could be a partial search e.g. entering "JO" will match "JONES", "JOHNSON" etc.)

First Name Middle Name Birth Date (mm/dd/yyyy) Book # (9999-999999) CD # (9999999999) Facility

* Indicates Required Field

Training

OIC – Offenses In Custody training has been completed for supervision. The TMU is currently gearing up for the following training in addition to regular workload:

- Security Specialist new hires
- Civilian In-Service
- Officer In-Service
- Officer new hires

This should be completed by year's end.

Medical

The Talyst medication dispensing machines are installed and awaiting Syscon for interface work to complete the project.

Commissary

A new RFP is complete and ready to go to purchasing and the City Attorney for review.

Sentence Calculation

The TMU has completed extensive initial testing on the sentence calculation algorithm. There are a few repairs to the function that the vendor will need to make prior to launching the new function. TMU is hoping to have this function to the floor by the end of the year. Thanks to all involved for your continued patience. Implementing this new functionality in the JMS will save time and money for DSD.

CORRECTIONAL CARE

CARMEN KASSATLY, RN, BSN, CCHP,
Health Services Administrator

Correctional Care Health Professional Certification (CCHP) - Get Certified

The CCHP regional certification exam will be held August 20th at Denver Health from 0900-1100. **Good Luck to the Health Care staff who are participating!**

Congratulations

Congratulations to Colewenna Gutierrez - Safety Prevention for winning a \$20 Starbucks gift card in the Denver Health Customer Service initiative.



Pharmacy Inspection

On 7/29/2011 there was a surprise State Board of Pharmacy inspection at DDC and the inspector found no deficiencies. Great Job to Aman Kifle and his team!

DR. PETER CRUM

Process change for Health services and inmates working in the kitchen

There is no restriction from working in the kitchen with respect to Tuberculosis (TB) status. As TB is spread via inhaled aerosolized droplets, it cannot be spread from one person to another in food. A patient with active TB cannot pass the disease along via the kitchen.

In previous years, we used the ' TB stamp' for trustees at PADF to be cleared for work as it signified to the DSD and medical staff that they had completed their entire medical intake procedure. This was not as an indicator that the patient was cleared of TB and therefore could work in the kitchen.

Incidentally, any inmate who is presenting with any illness be it respiratory, GI, skin, etc, should be withheld from working in the kitchen until cleared by the medical department.

New Employees

Richard Hammel, II, LPN



Cynthia Jackson, Psych NP



CORRECTIONAL CARE

Continued...

Health Service Receives Nomination/Recognition



CENTENNIAL CO 80112

April 29, 2011

Ms. Carol Rogers
Denver Sheriffs Department Medical Section (Denver Health)
490 W. Colfax Ave.
Denver, Colorado 80204

Dear Ms. Rogers,

Denver Sheriffs Department Medical Section (Denver Health) was nominated by one of your employees, Daniel Yost, for the prestigious Secretary of Defense Employer Support Freedom Award. The Freedom Award recognizes American employers of Guard and Reserve personnel who provide exceptional support to these designated citizens. Over 100 organizations in Colorado were nominated this year and the competition this year was intense and demonstrated the incredible support for our National Guard and Reserve.

Unfortunately, only a limited number of Freedom Award recipients are selected each year from the many great employers providing outstanding support and Denver Sheriffs Department Medical Section (Denver Health) was not one of those organizations selected. Your nomination for this award illustrates the exceptional leadership, support and personal devotion you provide to your employees. I am pleased to be able to send you the enclosed certificate as recognition of your nomination and your support for your Guard and Reserve employees.

I also want to inform you of some upcoming events and initiatives that the Department of Defense and Colorado ESGR are involved in to improve awareness of the National Guard and Reserve and to support employment stability for those in the military. First, Colorado ESGR will be extending you an invitation to attend our Employer Awards Banquet on June 11, 2011 in Lone Tree, Colorado. Please save the date!

Second, Colorado ESGR has joined with the U.S. Department of Labor, Colorado Department of Labor and Employment, numerous non-profit organizations and employers to establish job training and employment fairs for National Guardsmen and Reservists throughout Colorado. We are excited that our first event, Military and Veterans Employment Expo, is scheduled for May 23-25, 2011 at the Jefferson County Fairgrounds in Golden, Colorado. For more information and how to participate, please visit www.mvee.org.

The events of September 11th changed America forever. Our military could not perform the duties of protecting the homeland or wage the War on Terror without your continued support. Members of the Colorado ESGR's Employer Outreach program will maintain close contact with you to solidify the strategic partnership that is vital to the nation's military readiness. Please contact us at 720-250-1176 with your questions or concerns and visit our website at www.esgr.mil.

Sincerely,

A handwritten signature in black ink, appearing to read "T. Hill".

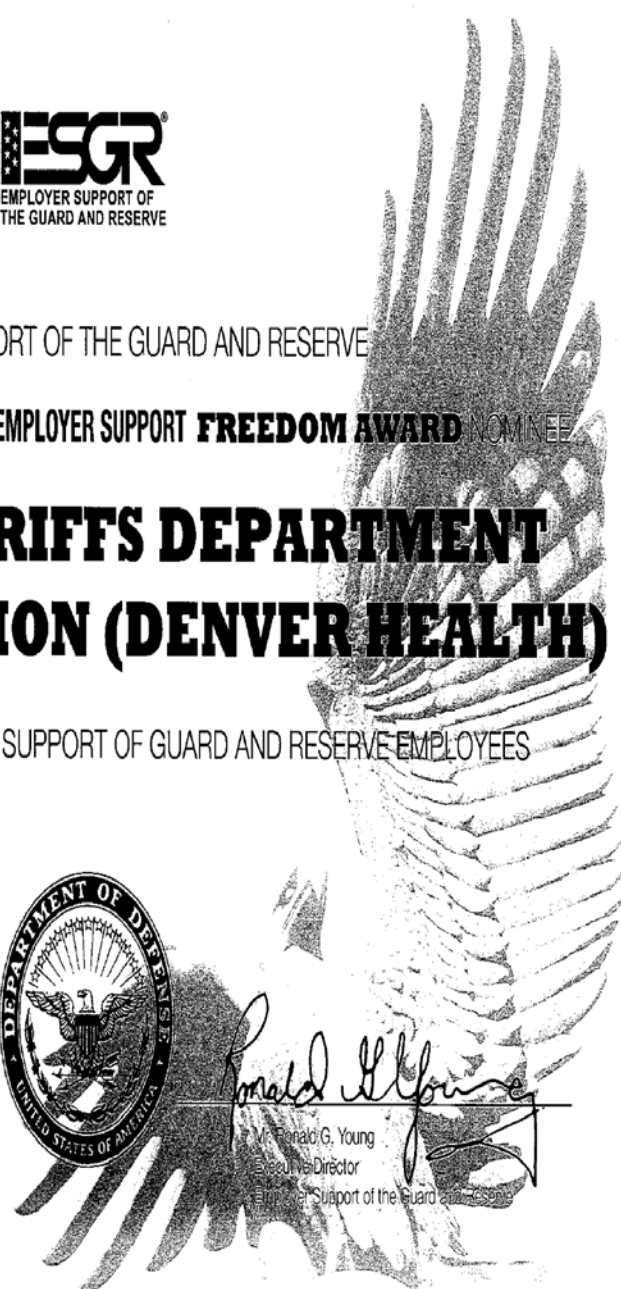


EMPLOYER SUPPORT OF THE GUARD AND RESERVE

HONORS 2011 SECRETARY OF DEFENSE EMPLOYER SUPPORT **FREEDOM AWARD** NOMINEE

DENVER SHERIFFS DEPARTMENT MEDICAL SECTION (DENVER HEALTH)

IN RECOGNITION OF EXEMPLARY SUPPORT OF GUARD AND RESERVE EMPLOYEES



James G. Reichholz

Mr. James G. Reichholz
National Chair
Employer Support of the Guard and Reserve



Ronald G. Young

Mr. Ronald G. Young
Executive Director
Employer Support of the Guard and Reserve



DENVER SHERIFF DEPARTMENT

Gary L. Wilson

Director of Corrections and Undersheriff

490 W. Colfax Avenue

Denver, Colorado 80204

Phone: 720-337-0194 * FAX: 720-337-0206

Date: August 12, 2011

To: Major Michael Than
Captain Phazaria Koonce
Sergeant Lawrence Austin
Veronica Tolve
Debra Knapp, City Attorney

Captain Gina McCall
Sergeant Bobby Hall
Deputy Ron Stevens
Dale Noland
Carol Rogers, DHHA

From: Gary Wilson

Subj: Letter of Commendation

Please allow this letter to serve as a letter of commendation for your work on the Housing Contract Committee. Your participation on this committee was essential in achieving the mission to *"increase revenue by negotiating contracts with outside jurisdictions while maintaining a safe and secure environment within Denver Sheriff Department facilities."* These contracts have the potential to raise considerable revenue for the City of Denver which is a significant endeavor during these tough economic times.

The level of perseverance and work performance all of you displayed in working with this committee speaks highly of your dedication and commitment to not only the Denver Sheriff Department but the City as a whole. Thank you again for your outstanding efforts as they do not go unnoticed.

cc: Division Chief Phil Deeds
Division Chief Diggins
Mark Valentine
Carmen Kassatly, DHHA
Shaun Sullivan, CAO
Career Service Personnel File