

**Police Department Master Plan Process Subcommittee**  
**Meeting Notes**

2:00-3:00 Jan. 14, 2021 via Zoom

**In attendance:**

- Process subcommittee Members: Junie Joseph, Bob Yates, Marina LaGrave
- Staff: Shannon Aulabaugh, Wendy Schwartz, Justin Greene, Aimee Kane, Curtis Johnson, Pam Davis, Maris Herold, Sarah Huntley, Chris Ranglos, Amy McMahon, Maggie Lacwasan

**Plans for the Feb. 9 City Council Study Session**

Notes:

- The study session on Feb. 9 is scheduled for 60 minutes. Wendy will be the lead presenter and is working on the memo now. The presentation will cover the highlights of “how we got here,” the project plan and timeline and preliminary plans for engagement.
- Marina is available to attend the meeting and Wendy will follow up with Mallory.
- Council will be asked for input on the plan itself and the timeline.

**Stakeholder Engagement Methods**

Notes:

- The list of stakeholders was reviewed and looks complete. A student group was adjusted to include students from both CU and Naropa University.
- A plan is being worked on to ensure meaningful feedback from the Police Department. Discussions have included using surveys and focus groups consisting of members of the police department and other city employees around the organization with external facilitators.

**Engagement Window I Preliminary Plans**

Notes:

- Engagement Window 0 (Pre-Engagement): Introduction to the Plan Process will take place in late January and February. Window 0 is being used as an opportunity to bring a limited sample of stakeholders together to test some engagement concepts and start building relationships.
- Discussions in Engagement Window 0 will include factors around policing that are being considered to ensure a good starting list. It will be helpful to explain and seek feedback on how the discussions are framed to deal with both current and emerging conditions (examples: new technology, department staffing and recruitment issues, increased scrutiny around policing, racial equity, community expectations, mental health considerations).
- Engagement is taking place in both English and Spanish. Fliers and other materials will all be translated. 3-4 English sessions and 1-2 Spanish sessions will take place in Engagement Window 0.
- Engagement Window 1: Hopes, Values and Concerns will take place in late March/Early April – June 2021 and include the entire community. The goal is to start at the end of March to reach students before the end of the semester. Engagement will take into consideration the shifting

community needs and expectations, the city's commitment to racial equity, the importance of officer safety and the police department's level of engagement with the community (examples: data sharing, town hall meetings, recreational activities, coffee chats as public health guidelines permit).

- Feedback will be gathered in a variety of ways during these discussions and the list is not finalized:
  - Values ranking exercises
  - Open-ended discussion questions

#### **Next Steps for Process Subcommittee work**

- Wendy will finalize the draft council materials and have those available to share with team.
- Next sub-committee meeting is Feb. 11, two days after the study session. Agenda items will be study session follow up, Engagement Window 0 progress and Engagement Window 1 updates.
- After Feb. 9, the next council touch point will be in August when draft Focus Areas and Key Issues will be discussed.