

CapMetro

**Public Safety Advisory
Committee**

March 2024



Public Safety Program Update

Eric Robins, Chief Administrator

Transit Police Dept Timeline with TCOLE Items

Title	Start Date	Target Date
Pre-TCOLE Policies & Community Engagement Process	2/14/24	4/23/24
Code of Conduct Policy	2/14/24	3/29/24
Policy Against Bias Based Policing	2/14/24	3/22/24
Organization Structure and Responsibility Policy	2/14/24	3/22/24
Family Disturbances Protective Orders Policy	2/21/24	3/29/24
Emergency Vehicle Operations Pursuits Policy	2/21/24	4/1/24
Property and Evidence Policy	2/28/24	4/9/24
Eyewitness Identification Policy	2/28/24	4/9/24
Missing Persons Policy	3/6/24	4/16/24
Supervision of Part-Time Officers Policy	3/6/24	4/16/24
Mission, Vision, Core Values, and LE Ethics Policy	3/13/24	4/23/24
Non-Policy Public Engagement Plan and Commitment	3/7/24	4/23/24
Dispatch - Public Safety Established at CTECC	2/20/24	2/20/24
TPD Facility - 8200 Cameron Road - Occupy - PAM2225	4/17/24	4/17/24
Finalized TCOLE Cert. Steps Completed & Documentation Submitted	4/23/24	4/23/24
TCOLE's Internal Process to Issue the ORI#	4/24/24	5/21/24
CapMetro TPD Has TCOLE ORI#	5/21/24	5/21/24
Continuing Community Engagement Process with Policy Development & Plan - Events 11-60	4/23/24	12/31/25
Marketing and Branding	7/27/23	9/3/24
Recruitment Process	5/22/24	1/30/25
Onboarding and Training	1/31/25	12/4/25
GATRRS Radios and Vehicles	10/1/24	11/7/25
Procurements - Non-Capital Equipment	5/22/24	3/25/25
Technology Projects	2/28/24	2/25/25

FY2024 Transit Police Budget

- FY2024 Budget included some Capital and Operating dollars for Transit Police that have been deferred to FY2025 pending TCOLE certification and continued work to create the department.

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FY 2024 Capital Budget

- Approved Budget: \$3,672,985
- Mostly one-time costs of building out the new police station and standing up technology

FY2024 Operating Budget

- Approved budget: \$978,623
 - \$867,823 (labor and benefits)
 - \$110,800 (supplies and travel)
- Includes 16 FTES, including 12 officers hired in July, travel for recruitment and training, and supplies
- FY2024 Forecast: \$582,000
 - Hiring of officers delayed until 2025

FY2025 by-Department budget proposals are currently undergoing review.



Policy Development Update

Nina Loehr, Program Manager

Transit Police Commitment to Policy Development

- Transit Police Dept. Chief and team collaboration
- Compliance with state regulations and law enforcement standards
- Prioritization of TCOLE policies
- Collaboration with law enforcement policy entity

Transit Police Policy Development Process

- Law Enforcement entity provides a customizable policy
- Draft and review with executive and legal depts. to ensure alignment with CapMetro policies and Transit Police expectations
- Review by CapMetro Legal and leadership
- Community Engagement and feedback integration
 - Multi-week engagement process
 - Public Safety Advisory subcommittee
 - Integration of diverse perspectives
- Final Review and approval by CapMetro Legal and leadership
- Feedback loop closed by posting final policy online.



Subcommittee Update

Edna Parra, Community Engagement and Involvement Manager

Peter Breton, Community Engagement Coordinator

Community Engagement Process – Feedback

Internal Process			Public Process			Internal Process		Final**
Identify Potential Topics	Community Engagement (CE) Review	Prepare Online Platform and Meeting(s)	Launch Engagement Period	CE Reviews & Summarizes Feedback	Subcommittee Meeting	Internal Teams Summarize Feedback	Final Engagement Summary	“Final”
Identify potential topics for public review. This can involve assessing community needs and prioritizing current topics based on PSAC recommendations	Community Engagement reviews the topic and supporting documentation considering past feedback from the community and PSAC.	Community Engagement preps online platform for feedback, document sharing, and transparent communication. Schedule subcommittee meeting(s).	Community Engagement posts topics and supporting documentation online and communicates to the public about upcoming subcommittee meetings.	Community Engagement continuously reviews and synthesizes online feedback; replies and summarizes questions and adds trending questions to the FAQ.	Community Engagement preps for meeting with all teams and helps facilitate meeting logistics. Follow-ups and next steps are identified and documented.	CE, TPD, and Executive teams review all feedback and identify areas of concern, making appropriate changes throughout documents.	Community Engagement creates final engagement summary or report and ensures that the FAQ for each topic is updated.	“Final Draft” of supporting documentation and engagement report posted on webpage.
~ 1 week			~ 3 weeks					

Subcommittee Update

Program Strategies & Policies Meeting

- First Meeting on March 21 @ 5:00 PM
 - Policies discussed:
 - Policy Against Bias-Based Policing
 - Organizational Structure and Responsibilities
 - Mission, Vision, Core Values and Law Enforcement Code of Ethics
- Feedback Themes:
 - How is CapMetro working to build positive interactions between TPOs and community?
 - Questions about enforcement and reporting.
 - Larger questions around Public Safety Program.

Subcommittees - Timeline and Next Steps

Future Meetings for Program Strategies & Policies

- Second Meeting on April 4 @ 5:00PM

Policies being discussed:

- [Standards of Conduct](#)
- [Vehicle Pursuits](#)
- [Family Violence](#)
- [Eyewitness Identification](#)

- Third Meeting on April 18 @ 5:00PM

Policies being discussed:

- Remainder of TCOLE required policies



Subcommittee Debrief Discussion

Facilitated by Staff Liaison

March 21, 2024, PS&P Subcommittee Debrief

Agenda:

- Call to Order – Committee Leads
- Introductions & Agenda & Roles – Edna Parra
- Public Safety Program Overview – Jeremy Benoit
- Meeting Structure, Norms and Rules – Peter Breton
- Policy Presentation – Jeremy Benoit
 - Policy Against Bias-Based Policing
 - Organizational Chart and Responsibilities
 - Mission, Vision, Core Values and Law Enforcement Code of Ethics
- Q&A – Peter Breton, Eric Robins, Joe Rose
- Close Out – Edna Parra, Jeremy Benoit
- Adjournment – Committee Leads

Future Subcommittee Debriefs for PSAC

- Feedback Loop
- Future Subcommittee Debriefs
- Other Improvements or Thoughts?