

**FINAL REPORT OF THE PUBLIC SAFETY DTF**  
May 24, 1996

**DRAFT**

INTRODUCTION

At its meeting on February 14, 1996, the Board of Trustees affirmed the following principles:

- The Evergreen State College believes that primary responsibility for the safety of the campus and its students, faculty, staff, and guests rests within the college community, and that all members of the community share that responsibility.
- The Evergreen State College believes that the goal of a safe campus is best achieved with the assistance of well-trained, well-supervised, appropriately-equipped officers who are familiar with the campus and with the members of the community, and who are directly accountable to the college.
- The Evergreen State College accepts responsibility through the Office of Public Safety for patrol of the campus and for intervention in dangerous and/or criminal emergencies up to and including armed intervention, but acknowledges that there may nevertheless be instances in which we may need to call on other law enforcement agencies (such as the Thurston County Sheriff's Office) for assistance and backup.
- The Evergreen State College realizes that this is generally a safe and welcoming campus and wishes it to remain so, but acknowledges that it does not exist in isolation from the very real pressures and dangers of American society.

From these principles, the Board approved the following:

- that the administration move toward providing limited access to firearms for Public Safety officers by the end of the academic year;
- that the president appoint a multi-constituency DTF to recommend to the president by April 12, 1996: a) when, where, and how Public Safety officers would have access to firearms, b) training and screening criteria for officers,

consistent with bargaining unit guidelines, and c) the structure and charge of a permanent community review board that will review Public Safety's decisions to call on an armed response, and every instance in which a Public Safety officer draws or uses a firearm;

- that the Office of Public Safety proceed immediately with a program of on-going training for the officers in defensive tactics, sexual harassment prevention and intervention, cultural diversity, sexual assault, blood-borne pathogens, legal updates, emergency vehicle operations, first aid, firearm qualifications, and a special block of training emphasizing the continuum of the use of force;
- that the president report regularly to and consult with the Board of Trustees on this transition.

#### BACKGROUND

On July 8, 1992, the Board of Trustees authorized the establishment of an unarmed commissioned campus police force and implementation of the TESC Security Core Recommendations. The current Public Safety officers have completed the 440 hours of training or attended the equivalency segment of the Washington State Criminal Justice Law Enforcement Academy; currently all TESC Public Safety officers are fully-commissioned and unarmed police officers.

#### RESOURCES

Members of the DTF include Mikko Ambrose (student), Art Costantino (VP for Student Affairs sitting in only until the new Public Safety Director arrived on March 15), Debby Davies (Union Representative), Linda Hohman (Chair, Housing staff), Steve Huntsberry (Public Safety Director, beginning March 15), Kimberly Kinchen (student), Ricardo Leyva-Puebla (First Peoples' staff), Lee Lyttle (faculty), Neil McClanahan (Thurston County Sheriff's Office), Francis Morgan-Gallo (student), Tom Rainey (faculty), Tammi Stretch (Public Safety officer), Tom Womeldorff (faculty). Suzanne Mager served as a resource from Washington State Department of Labor

and Industry. Dian McKernan and Rita Sevcik took turns providing staff support.

Lee Hoemann was a resource for some questions about Standard Operating Procedures (SOP), WACs and RCWs. Other resources were: the TESC Security Core Recommendations (1992); Warrington & Associates, Inc. Report (1992); Confrontational Continuum Use of Force Options Chart; recommendations and research documents submitted by Art Costantino (Vice President for Student Affairs) and Neil McClanahan (Thurston County Sheriff's Office); President Jane Jervis's recommendations to the Board of Trustees; TESC Public Safety Standard Operating Procedures; Washington State Department of Labor and Industry Violations; Thurston County Sheriff's Office Policies and Procedures; officer incident response records; and SOPs and Policies and Procedures from other campuses, both in-state and out-of-state.

## PROCESS

The Limited Arming DTF began meeting on February 23, 1996. We spent the first several meetings brainstorming, gathering information, and educating ourselves and each other. After hours of reading and discussion we established a list of goals we wanted to meet in making our recommendations, these goals include:

Community safety (actual and perceived),

- Safety of officers,
- Safety of intervener,
- State law compliance,
- Increase rapport between Public Safety and the community,
- Community control of safety/liability v. outside control (e.g. sheriff),
- Minimize potential escalation of incident(s) - (deterrence; community cohesion),
- Community education, responsibility and safety training,

- Officer training (types of weapons used in continuum of force), and  
Minimize liability.

A significant amount of time was spent focusing on providing the appropriate equipment to: assure safe working conditions for our safety officers and community; meet expectations for protecting our community and our officers, and; comply with directives resulting from violations issued by Labor and Industries.

We discussed at length the difference between campus community policing and city, county, and state policing. The "Continuum of Force" chart (used by all Washington State officer training academies) was a major tool we used during our deliberations; it describes options officers are required to use (in order of increasing force) before resorting to the use of deadly force. We based our recommendations on the following continuum of force: uniformed or identifiable police officer presence→verbal interactions→conflict resolutions (mediation skills, verbal judo, issuing of a command→physical touching (guiding, escorting)→verbal warning of next step (when possible)→aerosol subject restraint→active pain compliance alternatives (pressure points, counter joint techniques, hair techniques)→verbal warning of next step (when possible)→impact weapons (baton, others)→warning of next step (when possible)→threat of deadly force→deadly force (consistent with deadly force policy).

Two meetings were canceled during spring break due to lack of a quorum; on March 28 the deadline to complete our work was extended to May 3; the April 5 meeting was closed to the public, by majority vote, in order for the DTF members to have candid discussions about the arming issue; the meetings were re-opened to the public on April 12; on April 19 the completion deadline was again extended, this time to May 24; an open forum for the community to review a draft and comment on the DTF recommendations was held May 8, from 12:30 to 2:00 pm, on the second floor of the CAB; feedback was accepted from May 6 to May 15. Community input was reviewed and considered by the DTF; the final recommendation was presented to the

## RECOMMENDATIONS OF THE PUBLIC SAFETY DTF

Before any of our Public Safety Officers are armed, he/she must be fully commissioned and have obtained additional training in the use of firearms as specified by TO BE RESOLVED BY DTF. Before any arms are used on campus all officers must complete additional training reinforcing the minimum use of force as specified by TO BE RESOLVED BY DTF. The Director of Public Safety is responsible for assuring that all training specified in these recommendations (initial and on-going) is completed by all Public Safety Officers.

I. General Public Safety operating recommendations:

- A. The department will emphasize service and problem-solving.  
"Community policing" practices are paramount: foot patrol, bicycle patrol, and other means that facilitate face-to-face communication in all areas and at all levels of the community.
- B. There will be a minimum of two patrolling officers and one emergency communications operator on-duty at all times. Administrative and supervisory staff are not considered patrolling officers unless they are patrolling.
- C. Because the presence of a uniformed officer is a known deterrent, officers will be uniformed according to Standard Operating Procedures (SOPs).
- D. When providing mutual support to other police agencies, at least one officer will remain as primary campus responder. Public Safety will avoid providing support to other agencies when doing so compromises adequate Public Safety staffing on campus.
- E. The rationale is to have mobile offices. Officers are encouraged to patrol by bike or foot and still have access to quick armed response [TO BE DEFINED BY THE DTF -- I.E. HOW MUCH TIME AND/OR HOW MUCH DISTANCE FROM VEHICLE ???] by patrol vehicle.
  1. There will be at least two patrol vehicles.

2. To increase officer accessibility and presence, patrol vehicles will be equipped with a weapon lock-box, bicycle and bike rack.
  3. Patrolling officers will base their operations from a patrol vehicle.
- F. Secure storage for weapons will be located in all Public Safety offices.

II. How, where, and when officers will access firearms:

A. During business hours, 8:00 AM to 6:00 PM, officers will have access to their firearm secured in their vehicle. TO BE CLARIFIED BY DTF

1. Firearms may be accessed in accordance with SOP when
  - a) Protecting people who are transferring money or valuable property while they are performing official functions for the college.
  - b) Protecting/escorting people whose presence may present a security hazard to the themselves or to the community.
  - c) Responding to potentially dangerous situations which include, but are not limited to, homicide, aggravated assault, kidnapping, rape, burglary, robbery, riot, prowler/suspicious person, domestic violence, suicide (with weapon), vehicle stops, narcotics (felony), and all physical arrest situations.
2. Firearms are to be worn visibly when providing backup for other law enforcement agencies.

B. During night hours, 6:00 PM to 8:00 AM, officers will visibly wear their firearm continuously with the following exceptions. TO BE CLARIFIED BY DTF

1. Officers may temporarily remove and secure their firearm at their discretion.
2. During public relations visits, officers are encouraged to remove and secure their firearm (for example a pre-party visit to a



Housing resident by Public Safety Officer and a Housing Resident Assistant, as is the current practice).

C. During non-business day hours, 8:00 AM to 6:00 PM, on weekends and holidays, has not been decided by the DTF. We are seeking community input before deciding about these hours. TO BE CLARIFIED BY DTF

1. Some arguments in *favor* of continuous arming during these hours are:
  - a) the level of patrolling by officers is similar to the patrolling during night hours, and
  - b) the number of community members on campus to provide citizen intervention is fewer.
2. Some arguments *against* continuous arming during these hours are:
  - a) statistics indicate low incidents of crime requiring armed response, and
  - b) there would be consistency in the hours of armed patrolling.

D. When patrolling areas distant from their vehicles, officers will visibly wear their firearm.

E. Recommendations for campus SOP:

1. Officers may unholster and use a firearm only when the officer reasonably believes there is an imminent threat of grievous bodily harm or death to himself or to another.
2. Officers may not draw or fire their weapon to effect an arrest or gain compliance, unless, in their best judgment there is a potential life-threatening situation.
3. Officers may not discharge their weapon merely for suspicion.
4. Firing warning shots is prohibited.
5. Firing at a dangerous animal is permitted for self-defense or the

defense of others.

6. Shooting a wounded animal to end suffering is prohibited.
7. Drawing a firearm as a show of force is permitted when an officer is confronted with the threat of deadly force by an assailant.
8. Officers may not surrender their firearm under any circumstances.
9. On-duty officers may use only college approved or issued firearms.
10. Officers may not carry college issued firearms while off duty.
11. Supervisory staff, director and lieutenants, may carry a weapon at their discretion.

III. Training in addition to the full law enforcement academy (440 hours) is mandatory. Additional training needs to be continuing, substantive, and must total a minimum of 40 hours annually (+ denotes joint training with Housing Residential Life Staff).

A. Human Relations training includes:

1. + Anti-oppression,
2. + Intercultural awareness,
3. + Sexual assault sensitivity,
4. + Adolescent psychology/student development theory, and
5. + Working with chemically impaired persons.

B. Communications training includes:

1. + Mediation and conflict resolution,
2. + Obtaining voluntary compliance from uncooperative people,
3. + Verbal tactics for dealing with difficult people,
4. Negotiation skills, and
5. Hostage survival.

C. Unarmed officer safety includes:

1. Attack recognition,
2. Empty-hand control techniques,
3. Self defense, and



- 232 4. Non-violent intervention techniques.
- 233 D. Community interaction includes:
- 234 1. Informal community interaction and
- 235 2. Apprenticeship with experienced officer.
- 236 E. Weapons use and qualifications includes:
- 237 1. Annual impact weapon training,
- 238 2. Quarterly day and night firearms qualification, and
- 239 3. Periodic field training officer session with Thurston County
- 240 Sheriff's Office or Olympia Police Department.
- 241 IV. Firearms Review Board:
- 242 A. The Firearms Review Board will be changed to the Deadly Force
- 243 Review Board (DFRB) and will be referred to as such.
- 244 B. The vice president in charge of Public Safety is responsible for charging,
- 245 training, and convening the DFRB.
- 246 C. DFRB is to review:
- 247 1. **All incidents** when a firearm is drawn, discharged, or displayed
- 248 in a threatening manner (improper display) or when any other
- 249 deadly force is threatened or used by a Public Safety Officer, and
- 250 2. **All incidents** when a firearm is drawn, discharged, or displayed
- 251 in a threatening manner, or when any other deadly force is
- 252 threatened or used by **any** other individual on campus.
- 253 D. The board will be diverse in its membership and have:
- 254 1. Two faculty (one day and one night preferred),
- 255 2. Two students (one day and one night or one on-campus and one
- 256 off-campus preferred),
- 257 3. Two staff (one union selected and one exempt staff preferred),
- 258 4. One peer Public Safety Officer (not an advocate), and
- 259 5. One outside law enforcement representative.
- 260 E. The board will determine if the incident was:
- 261 1. Accidental or intentional,

2. Justified and necessary under the circumstances,
  3. In compliance with college policy, and
  4. Indicative of a need for a change in college policy regarding training and/or SOP.
- F. The board will determine if the response was handled in an appropriate and timely manner.
- G. The board is fact finding and advisory to the Director of Public Safety and the TESC Community.
- H. The board will be convened by the vice president as soon as possible and no later than thirty days after the incident.
- I. The board will be a permanent committee.
1. Members of the board will be appointed for two years with half the board being replaced each year.
  2. Members will be trained annually.
- V. A body other than the DFRB, existing or to be established, needs to examine overall community safety.
- A. Primary responsibility will be crime review and crime prevention.
- B. Quarterly this body will review Public Safety and DFRB reports and make recommendations to the community and president about improving community safety including further recommendations concerning arming.
- C. This body will address issues of personal and community safety.
- D. This body will collaborate with other campus entities to offer educational programs for all community members, including personal safety, self-defense training, first aid, and CPR training.
- VI. Other recommendations:
- A. Public Safety officers should be trained in providing community training and education for personal safety, sexual assault, and crime prevention.
- B. The Public Safety Department should have an ACCESS terminal for these information systems: Washington Crime Information Center

(WACIC), Washington State Information Center (WASIC), and National  
Crime Information Center (NCIC).

- C. The Public Safety Department needs to increase communications with  
Thurston County Sheriff's Office by providing a scanner for college  
frequencies.