

**STAFF SAFETY ADVISORY COMMITTEE (SSAC)  
SUBCOMMITTEE OF THE COMMITTEE ON PROBATION (COP)**

**MINUTES  
MARCH 9, 2007  
10:00 A.M. - 2:00 P.M.**

**ARIZONA SUPREME COURT  
ADMINISTRATIVE OFFICE OF THE COURTS (AOC)  
1501 WEST WASHINGTON  
CONFERENCE ROOMS 119A&B**

**MEMBERS PRESENT:**

Jim Buzard, Chair  
Marty Krizay, Vice Chair  
Leslie Anderson  
Patrice Buzan  
Charles Counts  
Mike Faust  
Brenda Flynn  
Rick Hornback  
Lester James  
Henry Meraz

Jim Meyer  
Steve Nesky  
John Ryder  
David F. Sanders  
Saul Schoon  
David Sherman  
Robert Tinnell  
Dan Tomlinson  
Mary Walensa

**MEMBERS ABSENT:**

David DeSpain

Livingston Sutro

**GUESTS:**

David Chaison  
Lance Nickell

Fred Santesteban  
Brett Watson

**STAFF:**

Kevin Jeffries

Lorraine Lerma

## CALL TO ORDER

Jim Buzard called the meeting to order at 10:00 a.m., welcomed the committee members and guests, and asked everyone to introduce themselves. There are new members to SSAC: Patrice Buzan, Officer Safety Supervisor, Gila County Adult/Juvenile Probation, replaced Rod Marquardt, Mohave County Adult/Juvenile Probation; Charles Counts, Probation Officer, Maricopa County Juvenile Probation replaced Bob Bradbury; David DeSpain, Chief Probation Officer/Director, Graham County Adult/Juvenile Probation, replaced Ted Ryersbach, Navajo County Adult Probation; John Ryder, Chief Deputy, Yavapai County Adult Probation replaced John Daniels; and Dan Tomlinson, Unit Supervisor, Yavapai County Juvenile Probation replaced Scott Mabery

### I. APPROVAL OF THE APRIL 10, 2006, MINUTES

**MOTION: Lester James made a motion to approve the April 10, 2006, meeting minutes. David Sanders seconded the motion. Motion passed unanimously. SSAC O7-01**

### II. 6-108: INCIDENT REPORTING CODE

Kevin Jeffries and Brett Watson presented this code to the members. This code was sent to the members via e-mail to review, comment, and discuss in preparation of this meeting. The results will be presented to COP. A copy of the code is attached.

The recommendations are as follows:

- Code Name:
  - Refer to the code as a very significant incident reporting policy;

Brett Watson gave a brief history on the code. The code started out as a Critical Incident Reporting code. AOC Legal advised by trying to define what a critical incident is by one person and what AOC defines it, that there may be some liability in the fact that we are not reporting enough information; therefore, the code name changed to Incident Reporting.

- Section A. Definitions
  - Administrative director
    - Add to the definition to include the directors of Adult Probation Services Division and Juvenile Justice Services Division.
  - Reportable Incident
    - Second bullet, change the verbiage to “A job related injury to any person as a result of an accidental discharge;”.
      - Change “accidental discharge” to “unintended discharge of a firearm”.
    - Third bullet, change the verbiage to “Any event deemed appropriate by the chief or director to be forwarded;”. (the chief/director will know what is more likely to cause a media attention in their county).
    - Fourth bullet, change the verbiage to “An incident where a lawsuit is



All four of them attended the instructor school. All four of the officers report they like having the TASER available in the proactive arrest team work environment. Primarily, the benefits associated with the TASER have resulted in compliance. When the TASER has been deployed, they complete an Officer/Staff Safety Incident Report. They do not use the TASER often and would like to give up the word "pilot". There is a general consensus among the management team that the utility of the TASER is pretty much limited to arrest teams. There probably is not enough room on the belt of a general probation officer for yet another weapon of this nature. The judgment has been good in the way these four officers have used the TASER.

Lance Nickell gave an update on Maricopa County's use of the TASER. They started their program for warrants officers in September, 2006. They have 15 officers that are currently carrying their TASERS on a daily basis; they have three certified TASER instructors who went ahead and instructed those warrants officers; and they have expanded on the training.

TASER International recommends at least 4-hours of training, Maricopa designed an 8-hour course, which includes classroom, written test, an actual stress course, the officers are forced to engage multiple targets, and get their heart rate up a little bit. Maricopa has also seen the benefits associated with the TASER have resulted in compliance. Separate from the use of force policy, they have a policy just for TASER usages, which is limited to the warrants officer. They also have policies for every force option.

Kevin suggested to SSAC 1) eliminating the continuum from the code section, 2) insert it in the code section as one of the force options and 3) where it would fall in the continuum of control.

**MOTION: Henry Meraz motioned to a) remove the continuum in the code section; b) the TASER to fall in line with either open hand or OC spray; and c) SSAC to recommend to COP to move from the pilot program to a formalized state accepted program to give the chiefs and directors the discretion to determine who will use the TASERS. Lester James seconded the motion.**

**After additional discussion, Henry Meraz amended his motion.**

**MOTION: Henry Meraz motioned to eliminate "a)" listed above, "remove the continuum in the code section". Lester James seconded the motion. Motion passed unanimously. SSAC O7-02**

**MOTION: Lester James motioned that the TASERS will be placed at the level of empty hand and OC spray. Charles Counts seconded the motion. Motion passed unanimously. SSAC 07-03**

At the May 11, 2007, COP meeting, SSAC will report on the success of the pilot program; discuss how to move it beyond the pilot phase, but more research is needed including opening up the code section.

#### **IV. FORMALIZED INCIDENT REPORTING SYSTEM**

This agenda item was passed as it had already been reviewed.

#### **V. OFFICE SECURITY**

With an increase in incidences involving office safety, SSAC would like to see what the other counties are doing by getting their input and learn from it when building a probation department or retrofitting a probation department to make it safe. As a protocol issue, they will need to know how does it need to look, how does it need to be operated, and how does it need to be manned.

**ACTION ITEM: John Ryder will take the lead with the assistance from the other members of doing research on office security.**

#### **VI. DRIVING TRAINING**

This agenda item came as an assignment from COP to look at how to prevent accidents. After some discussion, it was decided that Brett Watson from Juvenile Justice Services Division and his counterpart from the Adult Probation Services Division are to come up with accident statistics on state vehicles.

#### **VII. NON AGENDA ITEMS**

A. Lester James brought up that SSAC needed a replacement for Ted Ryersbach since his retirement in 2006. SSAC members are appointed by the number of members needed and not by county. Ted's replacement has been filled by David DeSpain.

B. Patrice Buzan brought up the issue of Glock armorers and how often counties statewide are actually detail stripping the slide and the receiver and cleaning firearms their officers use. Some of the officers in Gila County do not want to give up their firearms without something in writing. She tried to get a recommendation in writing from Glock, but Glock only gave a verbal recommendation of one year.

Kevin Jeffries, David Chaison, Lester James, and Lance Nickell agree that the guns should be cleaned fully once a year as Dan Curtis, Glock representative, recommends. Code section requires that officers render their firearms to department approved armorers.

#### **VIII. ADJOURNMENT**

Jim thanked everyone for coming and to have a good and safe trip!

Meeting adjourned at 12:20 PM.