**CITY OF COLORADO SPRINGS**
**SECURITY TRAINING ADVISORY BOARD (STAB)**
**MEETING MINUTES for November 2, 2009**

**Meetings held 1st and 3rd Mondays of the month**
**City Administration Building – Office of the City Clerk**
**30 South Nevada Avenue, Suite 101 – Conference Room**
**8:30 a.m. – 10:30 a.m.**

Meeting Facilitator: Kathryn M. Young, City Clerk

Members present: Board Chair – Nick Davis, Vice Chair – Tom Peterson, Members – Stephen Christopher, Ken Hilte, Dane Nowels, Marc Smith and Carl Zenon.

City Staff present: Marc Smith (Legal Advisor), Interim Deputy Chief Rod Walker and Will Reed

Absent: Cindy Conway (Deputy City Clerk)

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The meeting was called to order at 8:30 a.m.

1. Approval of minutes: Motion by Christopher, second by Zenon, that the meeting minutes of October 19, 2009, be approved as written. The motion unanimously carried.

2. Review of proposed Board's Rules: The Board was in agreement of the changes. The City Clerk will make a presentation to City Council at the Formal City Council meeting of November 24, 2009, requesting their approval.

3. Clarification of Basic training: The Board held an in-depth discussion of what Basic training should and should not include. Suggested changes include: identify introductory courses versus certified courses and separate the two (i.e. certified – handcuffing, OC Spray, CPR and defensive tactics); consider costs of training at a specialized level may be too prohibitive if imposed on officers.

   Board Chair Davis proposed a separate meeting of Boardmembers Christopher, Davis, Peterson and Zenon to meet with the City Clerk to discuss and bring back clarified training for basic security officers. Meeting was scheduled for November 4, 2009, 2:30 p.m., in the City Clerk's conference room.

There being no further business, motion by Peterson, second by Nowells and the Board adjourned at 10:35 a.m.

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**Next meeting date: Monday, November 16, 2009 – 8:30 a.m.**

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**PROPOSED AMENDMENT PERTAINING TO BASIC SECURITY OFFICER TRAINING**

**The security officer training certificate shall indicate the applicant completed at least eight (8) hours of basic security training. ~~which must include a minimum of four (4) hours of classroom instruction, and a minimum of four (4) additional hours that may be of classroom training, on-the-job training, or any combination of the two.~~**

**A private security officer basic course of training shall, at a minimum include:**

a. **Nature, role and duties of the private security officer (1 hour);**
b. **Private security officer professional conduct and ethics (1 hour);**
c. **Principles of communication (1 hour);**
d. **Observation and incident reporting (1 hour);**
e. **Preservation of evidence, investigation and crime scene security (1 hour);**
f. **Federal, state, and local laws, codes and ordinances (.5 hour);**
g. **Use of force as it relates to legal powers (.5 hour);**
h. **Legal limitations and liability implications (1 hour);**
i. **Interaction and cooperation with Local Law Enforcement (.5 hour)**
j. **Emergency response procedures, to include basic first aid (.5 hour);**

**Specialized training resulting in certification is required for the following:**

k. **Defensive tactics;**
l. **Handcuffs;**
m. **Oleoresin capsicum (OC) aerosol spray; and**
n. **Cardiopulmonary resuscitation (CPR)**