

To: Laurie Chesley
From: Karen Vickers and Beth Plass
Re: CPS Investigation Findings

Overview

We were retained to conduct a workplace investigation into issues in the Campus Public Safety (“CPS”) Department.

Findings

I. CPS Supervisor Concerns

- COCC CPS had an on call time policy that was approved within the department. A formal policy should be developed and approved by the college.
- CPS officers have used CPS vehicles for short trips to pick-up food and beverage, and to and from the airport to transport the CPS supervisor in conjunction with patrols at the Redmond campus. A clear vehicle use policy should be developed.
- COCC CPS officers used the Mazama gym while it was closed for COVID. The officers had permission from the CPS Director to use the gym.
- Further training should be provided regarding approval of sick leave so that college policies are followed.
- The CPS Supervisor developed in house training for CPS officers at the direction of the CPS Director, who approved most of the trainings.
- The CPS Supervisor’s skills are not consistent with the current needs of the college for the position.
- The review did not identify violations of Kaylee’s law.

II. Employee Complaint

An employee complained about lack of leadership in the department, lack of training for their position, and concerns about cop-like behavior by individuals. The employee’s complaints about cop-like behavior were not substantiated. Further training should be provided for this employee’s position.

III. Complaints about an Officer

There were some challenges in the department regarding supervision during the summer of 2020 through November 2020 due to personnel absences and COVID. We do not find that there was a hostile work environment.

- Training on CAD entries for the department is recommended.
- A CPS officer entered a campus apartment during fire alarm testing. Prior notification was attempted.
- The policies regarding allowing individuals into CPS vehicles should be clarified in a formal policy document.
- A vendor did not follow protocols in entering a residence hall.
- A CPS officer called in sick during several trainings. The CPS officer's supervisor addressed required training with this officer in his performance review.
- At the time issues arose regarding a CPS officer's conduct towards others, the CPS Director addressed the incidents. These were typical employee issues requiring management.

IV. Morale Issues

CPS employees should be mindful of how they treat each other and focus on teamwork.