

**MINUTES OF THE PUBLIC SAFETY COMMISSION
FOR THE CITY OF HAYDEN, KOOTENAI COUNTY, IDAHO**

Tuesday, June 2, 2026

Commission Meeting: 1:00 PM
Hayden City Hall Council Chambers, 8930 N. Government Way, Hayden, ID 83835

CALL TO ORDER

Vice-Chair Harrison called the meeting to order at 1:02 p.m.

ROLL CALL OF COUNCIL MEMBERS

Present: Kevin Croffoot, Brian Harrison, Raleigh Measom, **Absent:** Shawn Meyer, John Spencer.

PLEDGE OF ALLEGIANCE

Vice-Chair Harrison led the pledge of allegiance.

ADDITIONS OR CORRECTIONS

1. CONSENT CALENDAR **All items on the Consent Calendar are Action Items**

A. Approval of the January 27, 2026 Special Meeting Minutes

MOTION: Commission Member Croffoot moved to approve the consent calendar.
Commission Member Measom provided the second.

ROLL CALL VOTE:

Vice-Chair Harrison	Yes
Commission Member Measom	Yes
Commission Member Croffoot	Yes

The motion was approved by a unanimous vote in favor by the members present.

2. VISITOR/PUBLIC COMMENT (3-minutes maximum)

There were no public comments.

3. UNFINISHED BUSINESS

A. **ACTION ITEM** Review December 2025 - April 2026 Law Enforcement Reports

Commission Members reviewed the law enforcement reports covering December 2025 through April 2026, noting that although the reports weren't attached to the agenda, hard copies were available and everything appeared consistent with expectations.

Response times for priority-one calls continued to improve, and citation activity showed the usual month-to-month variation. The only notable trend was an increase in thefts, which members acknowledged might be a statistical anomaly. This prompted Commissioner Measom to ask Kootenai County Sheriff's Office Captain Smart about Walmart's loss-prevention effectiveness and whether the Sheriff's Office collaborates with them or suggests practices such as using off-duty officers to streamline case handling. Captain Smart explained that Walmart uses an internal process before contacting law enforcement and that the Sheriff's Office has not

discussed staffing alternatives with them, though such ideas could be revisited later. Mr. Measom and Vice-Chair Harrison offered to connect offline to discuss related information further.

MOTION: Commission Member Measom moved to approve the reports. Commission Member Croffoot provided the second.

ROLL CALL VOTE:	
Vice-Chair Harrison	Yes
Commission Member Croffoot	Yes
Commission Member Measom	Yes

The motion was approved by a unanimous vote in favor by the members present.

4. NEW BUSINESS

A. **ACTION ITEM** Update from Matrix on the Strategic Plan for Law Enforcement
Heard first before consent calendar.

Tim Donahoe provided an update on Matrix Consulting's progress in evaluating Hayden's current law enforcement services and exploring potential future options.

Project Goals Reviewed

- Define current law enforcement services and their associated costs.
- Analyze workload data specific to deputies serving Hayden and identify policing needs.
- Conduct community outreach through open houses and a public survey.
- Evaluate possible alternatives to the city's existing contract with the county.
- Outline steps required to implement any alternative service models.

Status Update

- Interviews Completed: Interviews with the mayor, most city council members, and Public Safety Commission members are complete. Two council members will be interviewed next week. Additional discussions can be scheduled if needed.
- Data Collection: Matrix has received most requested data from the Sheriff's Office. However, significant gaps remain in the Computer-Aided Dispatch (CAD) data, specifically missing timestamps for dispatch, arrival, and call duration. Matrix's data analysts are now working directly with the staff who download the data in hopes of finding a workaround.
- Draft Assessment: A draft profile of Hayden's current law enforcement services and workload has been completed. Further analysis depends on resolving the CAD data issues.

Community Outreach

- Open houses scheduled for June 11 and June 13.
- Flyers and a survey will be provided, including a QR code and web link.
- Survey will ask about safety perceptions, satisfaction with services, and demographic information to ensure results reflect actual Hayden residents.

Survey Discussion

- The Commission emphasized the importance of verifying residency to prevent skewed results.

- Matrix will add a question asking residents to list their street name (not full address) to help distinguish city residents from those in nearby areas sharing the Hayden zip code.
- Matrix cautioned against including crime data in the survey to avoid biasing respondents.
- Survey will be administered through Survey Monkey; results can be hosted via the city's website.

Data Challenges

- Ongoing issues with Spillman/Motorola CAD system have persisted for two years.
- The Sheriff's Office clarified that their Spillman administrator does not generate reports; their administrative assistant does, and they are still working with Motorola on system errors.
- Despite the challenges, Matrix will continue pursuing a workaround with the Sheriff's Office's data staff.

Timeline

- June: Community outreach and data analysis.
- July: Begin implementation planning.
- August: Final report expected, pending timely resolution of CAD data issues.

Tim answered questions regarding survey structure, data reliability, and report timing. Both Matrix and the Sheriff's Office agreed to continue collaborating on CAD data issues.

B. **ACTION ITEM** Discuss Items to Include in the Report to City Council on June 9, 2026

The Commission discussed what should be included in the chairman's upcoming report to the City Council, noting that the timing coincides with this meeting due to a missed meeting in March. Members felt the regular monthly activity reports already provide helpful information, especially the improvement in priority-one response times. They also discussed the recent increase in theft reports, which may be due in part to a large batch of delayed incident submissions from Walmart, illustrating how business reporting practices can temporarily inflate statistics.

Attention then shifted to the upcoming open house events on June 11 and 13. Matrix Consulting will host these in an open-house format with three informational stations covering the history of law enforcement in Hayden, the purpose and scope of the current study, and a final area for questions and survey participation. Commissioners are welcome to attend to support the public and answer questions, though attendance is not mandatory. The survey will focus on residents' experiences, concerns, and perceptions of safety, not on asking what they want to pay for services, as funding decisions will follow the final report. Staff will finalize station materials, and City Administrator Lisa Ailport will coordinate with Chair John Spencer to determine whether any additional items should be included in the council update.

5. REPORTS

Staff noted that all information about the upcoming community meetings is already posted in multiple locations on the city's website, and commissioners were encouraged to let staff know if anything is hard to find so it can be adjusted.

6. AGENDA ITEMS FOR UPCOMING MEETINGS

The Commission reviewed its next scheduled meeting date, which is set for September 2nd, consistent with the yearly published calendar. That meeting is expected to focus primarily on reviewing and discussing Matrix Consulting's final law enforcement study report, assuming the project is completed by then. Staff also mentioned that a special meeting could be called sooner if needed, depending on project progress, as the Public Safety Commission may serve as a steering committee during the final phase of the study. One member noted a possible scheduling conflict, and staff emphasized the need to ensure quorum before adjusting the meeting time. No additional items were raised for the upcoming agenda.

7. ADJOURNMENT ACTION ITEM

The meeting was adjourned at 1:44 p.m.

Abbi Sanchez, City Clerk