

AUSTIN
PUBLIC
LIBRARY

Security

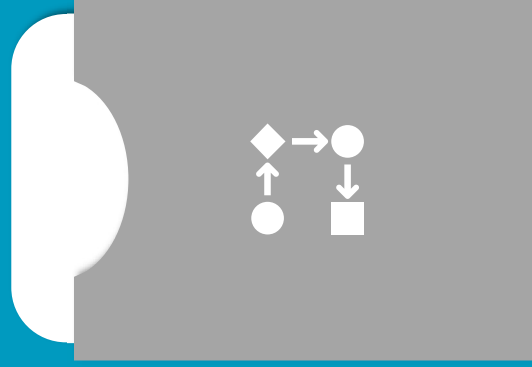
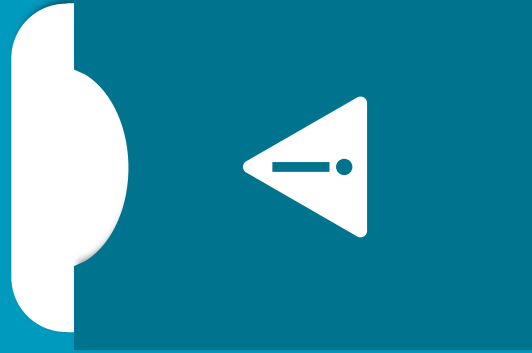
St. John Requejo, Facilities Services Manager

Ida Garza, Central Security Supervisor

Lloyd Black, Branch Security Supervisor

Objectives

AP



Objectives

A

B

01

Inform
Warn
Ask
Process



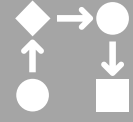
02

CTN Types
A & B



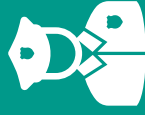
03

CTN Appeal
Process



04

TCSO Officers



05

Incident
Reports



INFORM

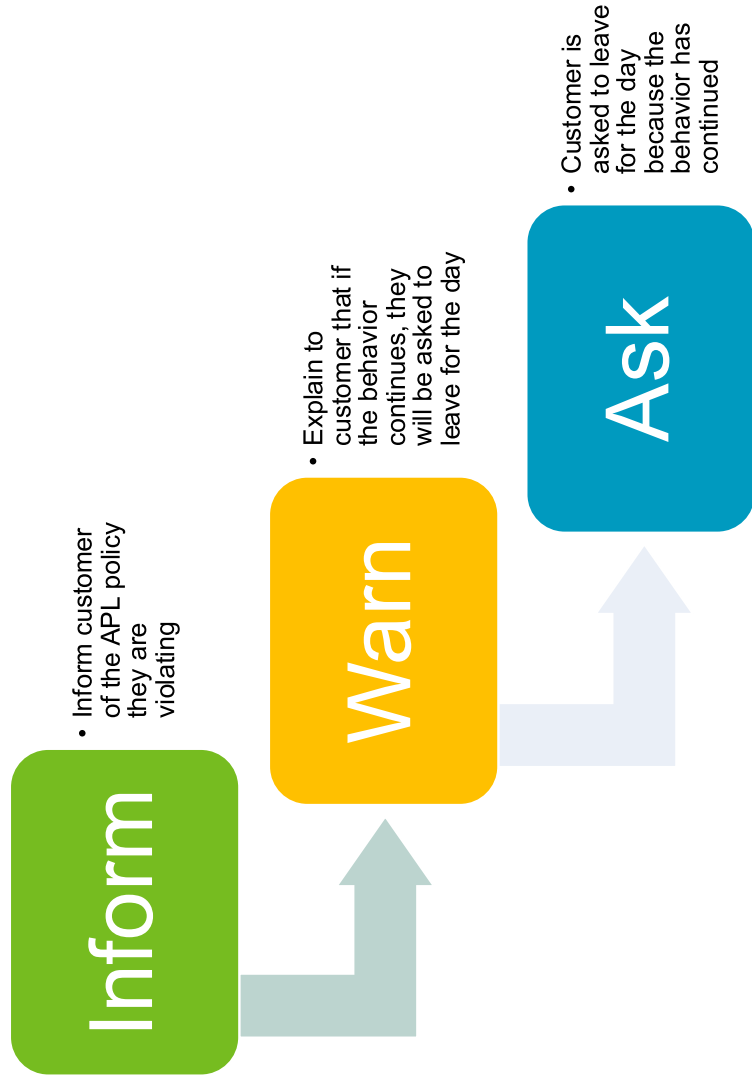
WARN

ASK



Three (3)-Step Process

Inform, Warn, and Ask to Leave



Criminal Trespass Notice (CTN): Types A and B



CTN Type A

Less serious offenses
such as

- Violating internet policy
- Sleeping
- Nonservice animals
- Blocking entrances and/or passageways

Customer may continue to use the Library during the appeal period

- After the five (5)-day appeal period, ACSD can disable Pharos Account

If Asked to Leave for the Day three (3) times in six (6) months

- Customer is eligible for CTN Form A

CTN Type B

Serious or criminal offenses such as

- Personal threat
- Sexual harassment
- Vandalism
- Theft
- Unlawful carry of weapon
- Disorderly conduct and fighting

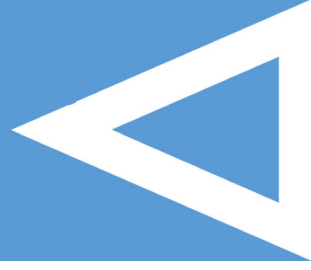
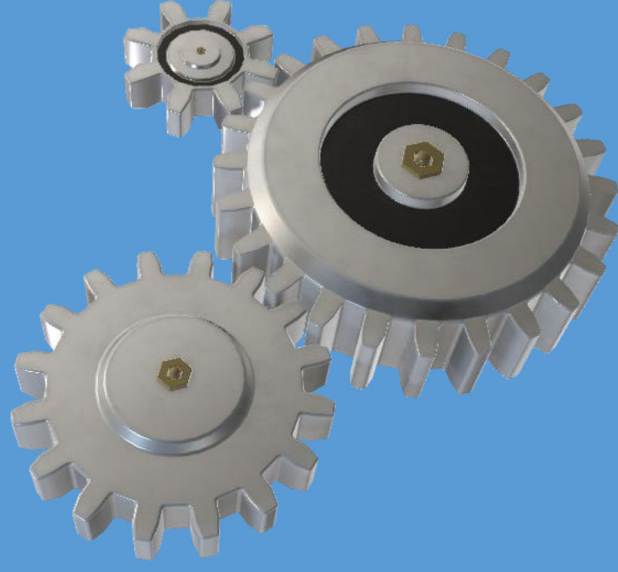
Immediate CTN

- Must leave premises
- Officer must be present to issue

During eviction

- Customer may still access programs or services online, but cannot come on Library property

Appeal Process



Appeal Process



Once a Criminal Trespass Notice is issued, customer may request a hearing by writing to the Director of Libraries within five (5) days of notice

Director notifies customer to schedule an appeal meeting

Panel consists of the Director, Facilities Services Manager, and three (3) Executive Leadership Team (ELT) members

Facilities Services Manager reviews incident report(s) related to incident during meeting

Customer has the right to explain their version of incident

Decision will be made by the Director and communicated back to customer, in writing, within 5 business days



TCSO Officers
(Additional
Security
Support)



TCSO Officers



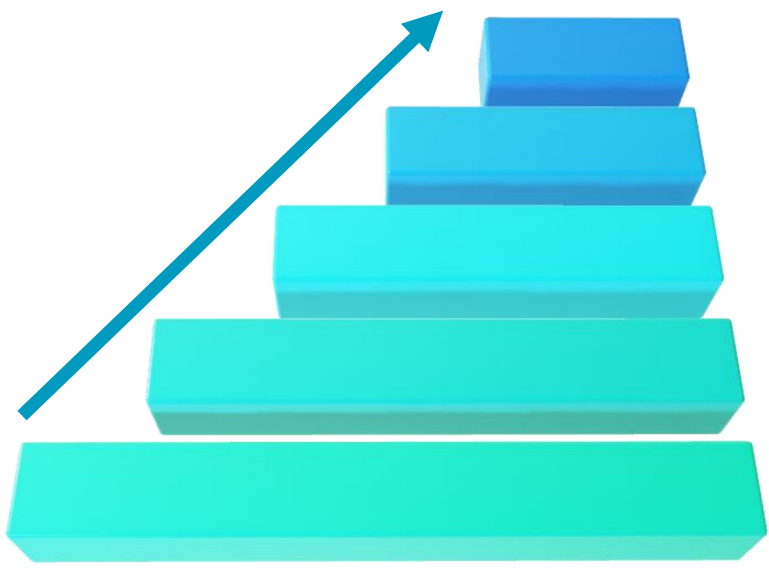
Ten (10) Officers at Central

- Various four (4)-hour shifts
- Increased response time
- Providing safer environment

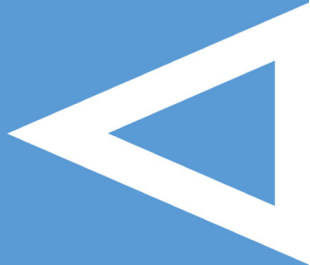


Plans to expand to high-incident neighborhood branches

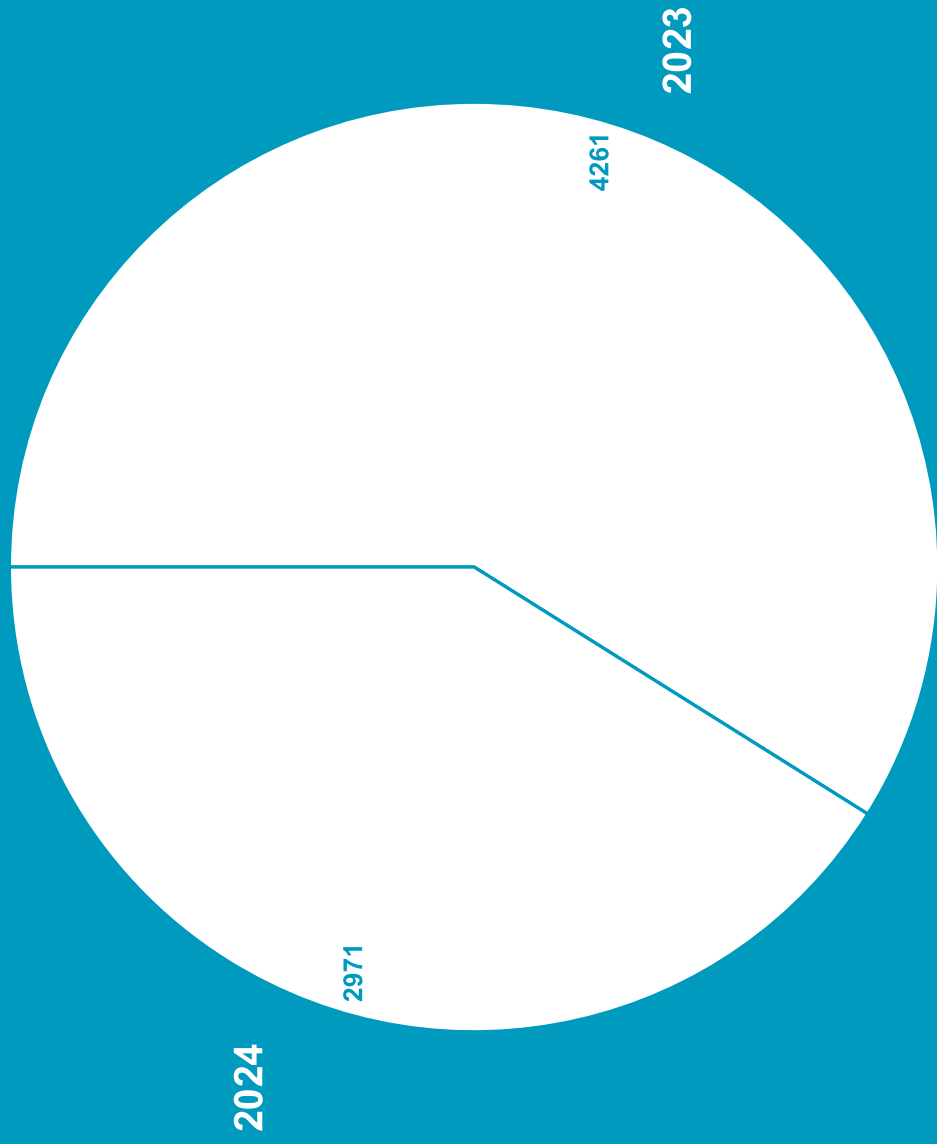
ATB, ALW, ARZ, AMR, AWK, and possibly APH



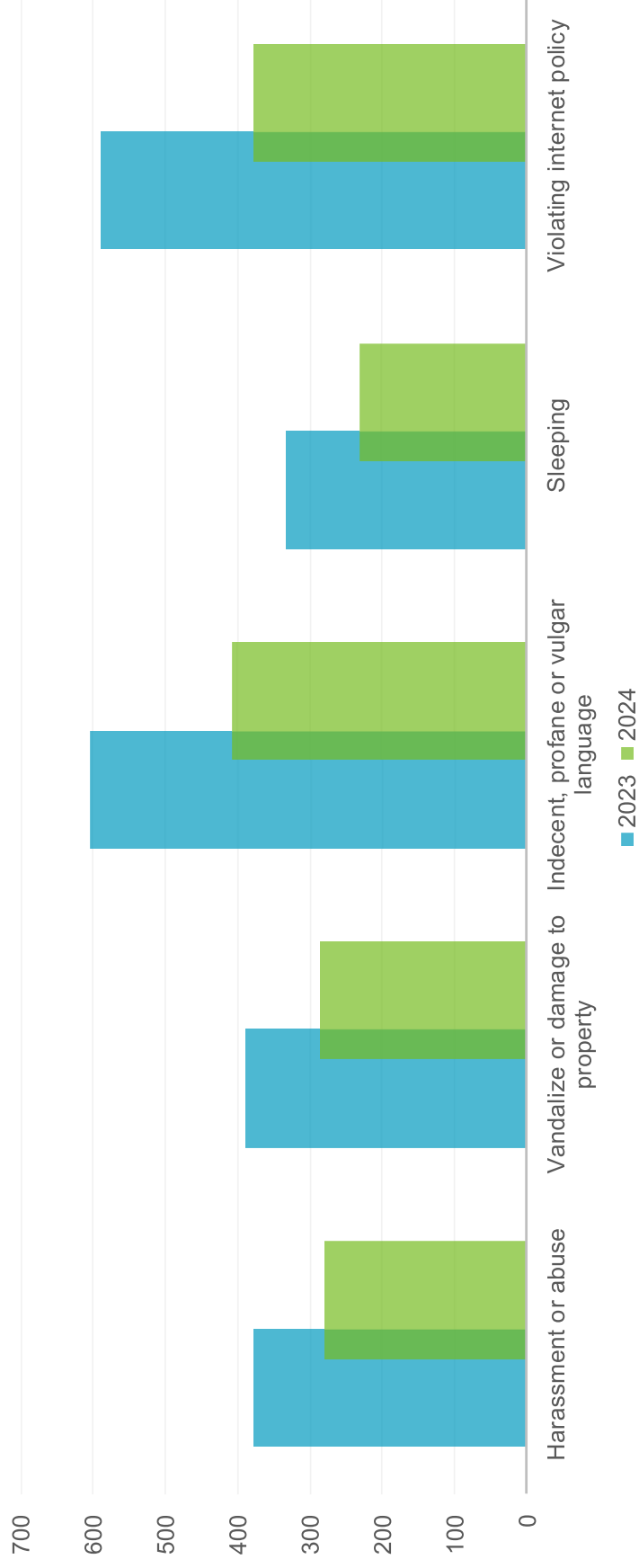
Incident Report Statistics



TOTAL INCIDENT REPORTS PER YEAR AS PER AUGUST 2024



Violations per Incident Report



Patrol Sweeps



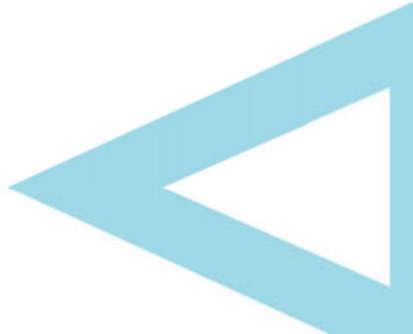
Clearing blocked entrances



Camping on property



Attempts to reach compliance



Thank you