

MINUTES OF THE COMMUNITY RELATIONS COMMITTEE

Tuesday, August 2, 1994

12:00 noon, Newberg Fire Department

MEMBERS PRESENT: Bob Weaver, Co-Chairman
Marge Stiefbold
Bill Larson

OTHERS PRESENT: Donna Proctor, Mayor
Duane Cole, City Manager
Greg Scoles, Community Development
Stan Newland, Lieutenant, Newberg Police Dept.
Michael Sherman, Fire Chief
Carol Foutts, Asst. Library Director
Tami Linkh, Secretary Pro-Tem

I. CALL MEETING TO ORDER

Co-Chairperson Bob Weaver called the meeting to order at 12:09 p.m.

A) Review and approve minutes of June 7, 1994.

Minutes were approved as written.

II. OLD BUSINESS: None.

III. NEW BUSINESS: None.

IV: DEPARTMENT REPORTS:

Monthly reports of department activities were presented by department heads and/or their representatives. Written reports are attached as part of these minutes.

Marge Stiefbold suggested the information from the Fire Department's monthly report be included in Mayor Proctor's column in the Newberg Graphic. Chief Sherman said the rumor circulating that our volunteer fire department is moving to a paid department is untrue.

There were reports that the Old Fashioned Festival Parade was too long. This will be considered when planning in future years. Also, the State Highway Department received several complaints that traffic backed up during the parade. The Police Department, based on their investigation, indicated the back-up was not that serious.

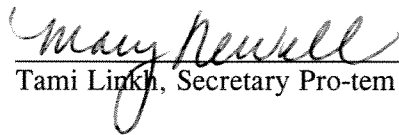
There was some discussion regarding tearing down the Frances Theater. Jimmy G's tavern will be rebuilding. Crater School should have begun construction today.

V. ADJOURN MEETING:

There being no further business to come before the Community Relations Commission, Co-Chairman Bob Weaver adjourned the meeting.

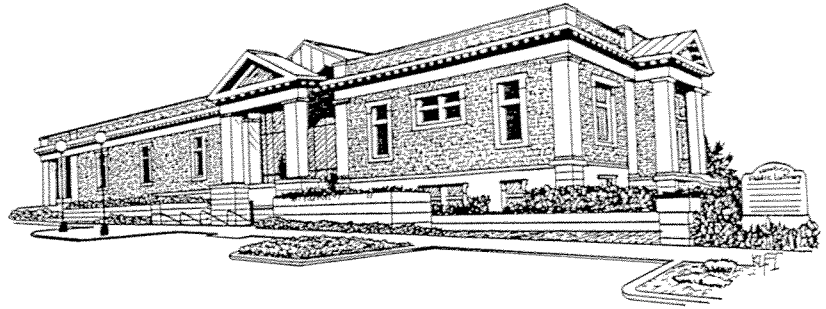
The next meeting will be held on September 13th and hosted by the Community Development Department. Each person is encouraged to bring a guest from the general public.

Respectfully submitted,



Tami Linkh, Secretary Pro-tem

Monthly Report Newberg Public Library



July 1-30, 1994

The new fee schedule for non-residents is working out very well. Staff have noticed a number of people that were reluctant to pay the full \$30 at one time, but were more than willing to pay the 6 month fee of \$15. It has already softened a number of the negative reactions to the fee and is bringing in additional revenues. I anticipate that when school begins, the student fee will be very popular.

The Library was well represented at the Old Fashioned Festival. As we did last year, we joined the Newberg School District in a booth to promote reading. In addition, the Library was represented in the City of Newberg booth with posters and brochures. I also helped out at the Kiwanis booth selling water and hazelnuts. It was a very busy weekend at the Park.

I will be attending the Oregon Library Association (OLA) Executive Board Retreat at Silver Falls on August 1st and 2nd along with Sandi Olmstead. I am serving as president of the Public Library Division of OLA and Sandi is the chair of the Honors, Awards, and Scholarship Committee. The meetings will include discussions of library issues as well as Association business.

I attended meetings of Kiwanis, and represented the City at the Chehalem Valley Senior Citizens Council meeting this month. I took the first two weeks of July off for a little vacation and R & R.

Adult/Young Adult Services:

The Young Adult summer reading program is over for another year. Final activity figures will be included in the August report, but staff has indicated they provided more entry forms than in years past and there has been a constant level of activity with the teens.

Carol Foutts, Assistant Director, participated in the interviews for the janitorial/maintenance position with Russ Thomas of Public Works.

Reference staff attended a workshop on accessing the Internet through our library computers. We toured library catalogs in England, New Zealand, California, and Oregon during the training session. Staff will continue to practice what they learned and we will be working with the other libraries in CCRLS to provide public access to the resources of the Internet within a few months.

Youth Services:

The final event of the *Catch the Wave* Summer Reading Program was a sing-a-long with over 100 children attending. The programs have all been well attended this year and hundreds of books were read by area children. The children's librarian, Sandi Olmstead, and her volunteers have done an excellent job in serving Newberg's children and are planning on taking a few days off in August to recover.

Sandi Olmstead also attended the Internet training as children will need access to those resources as much as adults.

Circulation Services:

Marty Trolan, Circulation Coordinator, conducted an in-house workshop for staff on customer service and team building. The session was very informative and provided staff with new information to improve their skills.

We now have two employees from the Green Thumb program providing assistance to the Circulation Department this summer. Barbara Largent is with us this summer while on a break from her regular assignment at Dayton Elementary School. Phyllis Gerard has been with us since March and is doing a wonderful job.

Circulation staff are looking to rearrange their work areas to improve productivity. As is typical, the architect for the library didn't really provide sufficient work areas for staff and consequently staff is being inventive to determine new ways to get their work done

Volunteers:

The Newberg Library Friends continue to meet weekly to complete a number of library work assignments as well as work on their semi-annual book sale. Even during the vacation season, approximately 20 people attend each Tuesday morning worksession. Marty Trolan, Circulation and Volunteer Coordinator continues to bring new volunteers into the fold. It certainly follows the old adage for business that "you have to spend money to make money". For the 15 hours per week that Marty spends on recruiting, training, orienting, and working with volunteers, the library receives over 100 hours of work from those volunteers. With Marty's involvement we are also able to have volunteers handle more complex tasks that weren't possible before due to limited staff time for training. It is exciting to see a volunteer program take off like ours has in the last few months.

Upcoming Events:

Aug. 1-2	Sandi Olmstead and Leah Griffith at OLA retreat
Aug. 10	Library staff attend first aid class
Aug. 12	Public Library Division of OLA meets in Newberg
Aug. 26	OLA Board meeting in Medford

Report Submitted By:

Leah M. Griffith, Library Director

July 1994

Month End Report

Newberg Fire Department

ADMINISTRATION:

July was a busy month for the Fire Department. The ambulance crew joined our family and we are still in the process of working out the final arrangements for the station remodel and other necessary accommodations. We also began the month with 2 major fires, one at 1406 E 9th and the other at 808 E 1st. Both of these fires required mutual aid from surrounding areas and greatly increased our fire loss for this year.

The Fire Chief attended the weekly drills and meetings of the Volunteer Fire Department, the Newberg Rotary, Fire Defense Board meeting, the Newberg Rural Fire Board, weekly city department heads, Leadership Newberg, City Council, Fire Med meeting and the Oregon Fire Chief's Association Executive Board and Budget meeting.

On July 26th, the Fire Department took possession of the new engine 28. After it's first parade on Saturday, July 30th, it was called into service to go to the conflagration in Washington. It is stationed at a base camp and is responsible for any new fires that break out in a 100 mile radius.

This month ended with the Old Fashioned Festival and all of the hustle and bustle that usually accompany it. (I must admit though, I raised more money for the Herbert Hoover Boys and Girls Club than Chief Tardiff did in the dunk tank!)

TRAINING:

Regular drills for the month of July were held on the 11th and the 25th. On July 11th the department held its annual SCBA physical fitness qualifications course. The July 25th drill was another session of hose testing to meet OSHA requirements. Also in July, cross-training of ambulance personnel into Basic Firefighter status has begun. Ambulance personnel will also attend the county wide Basic Academy in September.

Other training related activities for June were

- 1. Safety committee meeting on July 5th.*
- 2. Officers Meeting on July 20th.*

EMS DIVISION:

The EMS Division's July meeting focused on training fire department personnel on ambulance procedures and supplies/equipment locations. Also, during the two-hour monthly meeting, the group participated in a case review (a critique of a recent, actual emergency call), and discussed issues to facilitate the fire and ambulance personnel's integration into one EMS service in the Newberg Fire Department. Also of note, four members of the Division are working on language to create the standards whereby EMS personnel may be promoted to "Senior" status within the Division.

In the month of July there were 126 EMS calls responded to by both ambulance and rescue crews.

	<u>Number</u>	<u>Percentage</u>
<i>Motor Vehicle Accidents</i>	<i>24</i>	<i>19%</i>
<i>Medical Problems</i>	<i>75</i>	<i>60%</i>
<i>Miscellaneous</i>	<i>27</i>	<i>21%</i>

FIRE PREVENTION:

Thirty four fire-life safety inspections were completed. The Fire Marshal attended 4 design reviews, processed 18 plan reviews, counselled two juveniles involved in fire play and investigated 10 fires. Two of these fires caused a fire loss in excess of \$ 300.000. One of the fires was caused by juvenile fire play and the other was due to an electrical problem.

The Fire Marshal taught a fire extinguisher class to employees of Friendsview Manor infirmary.

The Newberg Fire Prevention Tea, in the near future may be the nucleus of the Yamhill County Fire Prevention Division. Team Leader Lieutenant Tom Rials is in the process of organizing the county fire departments in an effort to share resources such as materials and manpower. This would lead to enhanced availability of the team, increased numbers of inspections and offer a wider variety of opportunities for team members.

BUILDING, MAINTENANCE AND MISCELLANEOUS:

The department has been busy testing hose.

Firefighter Al Blodgett attended 4 Old Fashioned Festival meetings, the monthly meeting of the Mid Willamette Fire Instructors Association and is involved in training plans with that group. He has also been active in the facilities committee as part of the Fire and Ambulance consolidation.

The process for interviewing new recruits is being established, tentatively scheduled for August 25th. Also, recruit training has been scheduled in Newberg as part of the Yamhill County academy.

Firefighter/Mechanic Rod Meade has included servicing of the ambulances in his regular maintenance routine. He is on the Vehicle committee that will be putting together the specifications for future new ambulances. Rod and the new engine committee have also been busy working out the last minute questions with the new engine. The department picked up the new engine 28 on Tuesday, July 26th and it attended its first parade on July 30th.

VOLUNTEERS:

On July 30th, the new engine, along with 4 personnel, went to Selah, Washington, as part of the Washington State Conflagration.

Another Old Fashioned Festival is once again behind us. According to all involved, it appears to have been a great success.

NEWBERG POLICE DEPARTMENT

July 1994

Monthly Report

Laptop Computers:

Laptop reporting has become a reality for Newberg police officers. Officers type daily incident reports during shift, which are then entered into the Regional Automated Information Network (RAIN). Efficiency is expected to increase as officers are trained and become more proficient at keyboarding.

Officer Perritt Responds:

Newberg Police Officer Tom Perritt responded to a grass fire at 1406 E. Ninth on July 8th. When he arrived, the two-alarm fire was to an apartment and nearby house. Officer Perritt, even as the fire became more involved and increasing in size, checked each apartment and the laundry room to make sure that all occupants were out of the building. No one was injured. The Newberg Fire Department determined that the blaze was caused by children playing with fire.

Old Fashioned Festival Support:

The Newberg Police Department assisted with traffic control during the Old Fashioned Festival parade, posted the parade route, and provided escort service for the Mayor and Councilors during the parade. Motor Officer Kevin Stich organized a motorcade of officers from other agencies to ride and perform at the head of the parade. Fifteen Newberg Reserve Police Officers provided approximately 100 hours of additional manpower. No major incidents were reported during the Old Fashioned Festival.

Communications:

Communications Officer Kelly Kent successfully completed 80 hours of the Telecommunications Course at the Bureau of Public Safety and Standards and graduated on Friday, August 22, 1994. She will continue her practical training under the supervision of the Communications Manager until she is solo-qualified.

Seventeen applications were received for the vacant Communications Officer position. Following testing and grading of applications, several individuals will be invited to an oral board in mid-August with the selection taking place in late-August. This budgeted full-time position will replace two temporary part-time communications officers currently filling the vacancy.

Community Involvement:

Cpl. Art Pohl has been working closely with the senior community of Newberg and surrounding area to develop a local S.A.L.T. team. S.A.L.T. (Seniors and Lawmen Together) is a cooperative effort of all Yamhill County law enforcement agencies committed to helping/assisting senior citizens with crime prevention and education. The next meeting is scheduled for August 9th at the Senior Citizen Center on Second and Howard Streets. All seniors are welcome to attend.

Sr. Officer Larry Wiltshire and Cpl. Art Pohl assisted with a Hunter's Safety course sponsored by the Oregon Department of Fish and Wildlife to certify young hunters to be eligible for the upcoming hunting season.

Sergeant Ken Summers attended an open house at the Bend Child Abuse Assessment Center, known as the "Kid's Center." This center is a model for Juliette's House, the planned child abuse center for Yamhill County. Sgt. Summers made a presentation on the planning and status of Juliette's House. The open house provided ideas on fundraising, site development, program planning, etc.

SIU Activities:

- ☐ Detectives cited four store clerks for selling beer to juveniles. Stores involved included the Fast Lane Market, Food Forum, 9th Street market, and Springbrook Thriftway.
- ☐ Two youths, a 14-year old boy from Dundee and a 16-year old boy from Newberg, involved in bomb making were arrested. The boys are in the custody of their parents, and the case has been referred to Yamhill County juvenile authorities. Charges included Reckless Endangering, Possession of a Destructive Device, and Manufacture of a Destructive Device.
- ☐ Detectives arrested an individual as he attempted to deliver one pound of marijuana to a customer at the Someplace Else Tavern.
- ☐ The Special Investigations Unit executed a search warrant at 1203 E. 7th Street in Newberg. Seized were marijuana and related items.
- ☐ Investigated a burglary at Farm-Gro Supply Store. Taken from the store were six saddles, valued at \$8,250.

Meetings:

Cpl. Pohl attended a meeting with the Committee on juvenile Crime, a group to promote the Juvenile Crime Three Year Serial Levy. The levy would raise more than \$1.4 million per year to provide a juvenile detention facility in Yamhill County. A facility is need to provide lodging for serious juvenile offenders. Facilities currently available are overloaded. With the increase in juvenile crime and decrease in department personnel for Yamhill County, serious juvenile offenders are returned to the street rather than receiving the desired detention and/or treatment.

Training:

Cpl. Pohl attended D.A.R.E. officer recertification course in Monmouth at the police academy.

Lt. Stan Newland attended training on Emergency Management sponsored by the Federal Emergency Management Agency.

Sergeant Detective Ken Summers attended a seminar on Federal Asset Forfeiture planning and processing sponsored by the U.S. Attorney General's office.

Lt. Newland attended the annual training conference for the Oregon Narcotics Enforcement Association in Bend, Oregon.

Cpl. Pohl attended volunteer class sponsored by Crime Prevention Association of Oregon regarding developing volunteer programs and instruction on working with volunteers.

Regular and reserve officers participated in firearms qualifications for handguns and shot guns at the Sheridan Federal Correctional Institution. Instructors were Officer Wiltshire and Officer Jones, all certified B.P.S.S.T. Instructors.

TRAFFIC PATROL STATISTICS
June 1994

Traffic Violations Issued: 201

Traffic Warnings Issued: 205

**NEWBERG POLICE DEPARTMENT
STATISTICS ON OFFENSES
June 1994**

PART I Offenses (These include all major crimes.):

Total Part I Crimes Reported:		Percent Part I Crimes Cleared:	
June 1993	June 1994	June 1993	June 1994
45	77	53.3%	62.3%

Part II Offenses:

(These include thefts, drugs, self-initiated cases, etc.)

Total Part II Crimes Reported:		Percent Part II Crimes Cleared:	
June 1993	June 1994	June 1993	June 1994
181	166	92.2%	96.9%

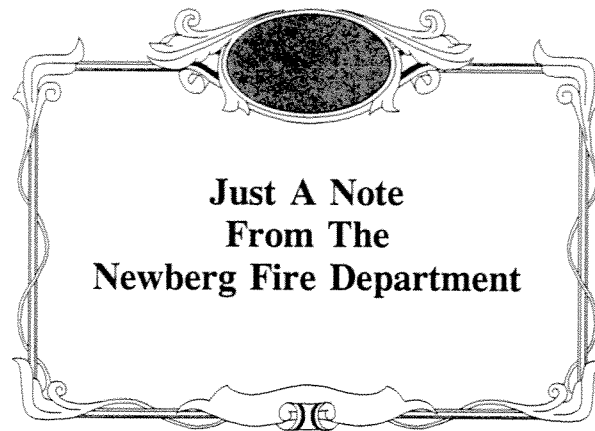
Part III Offenses:

(These include major traffic, animal, general assistance, etc.)

Total Part III Crimes Reported:		Percent Part III Crimes Cleared:	
June 1993	June 1994	June 1993	June 1994
409	451	98.7%	100.2%

TOTAL ALL INCIDENTS:

Total All Incidents Reported:		Percent All Incidents Cleared:	
June 1993	June 1994	June 1993	June 1994
635	694	93.7%	95.2%



Whenever the Fire Department responds to a working structure fire, like the one in your neighborhood on July 8, 1994, there are many questions that arise when spectators see only a small part of fire operations. This informational flier has arisen due to the fact that statements were made during and after the fire that it took twenty minutes for anyone to arrive on the fire scene. The following information was taken from the Police Dispatch tape on the date in question. Police Dispatch tapes all calls, 24 hours a day and they are kept on file by law.

Fire call was received at 18:10 (6:10 pm).

1. First arriving fire apparatus was Brush 24 at just under 4 minutes from tap out. (This was tapped as a backyard fire.)
2. Chief arrived on scene at approximately 6:45 minutes after tap.
3. Engine 27 arrived on scene 8 minutes from tap out with 5 personnel aboard.
4. Water was being put on fire at two locations 9 minutes from tap out.
5. Engine 26 and 5 personnel were on scene 10 minutes from tap out.
6. At 20 minutes from tap out there were six fire engines, one truck company (ladder), one brush rig, two medical units and a command vehicle. The police had evacuated the area and yellow tape barriers were in place to control the crowd. At 20 minutes after tap out, approximately 40 firefighters were flowing water through 9 hose lines and four deck guns 500gpm each. Approximate gallons per minute on the fire at 20 minutes was 3000 gpm.

This information should answer any questions about response time and numbers of personnel responding. To review the actual tape, please call Fire Chief Michael Sherman at the Newberg Fire Department (503)537-1230.