

MINUTES OF THE COMMUNITY RELATIONS COMMITTEE

Tuesday, December 6, 1994, 12:00 noon

Newberg Police Department

Third Floor Training Room

MEMBERS PRESENT: Bob Weaver
Bill Larson

ABSENT: Marge Stiefbold

STAFF PRESENT: Donna Proctor, Mayor
Duane Cole, City Manager
Leah Griffith, Library Director
Bob Tardiff, Police Chief
Michael Sherman, Fire Chief
Mary Newell, Recording Secretary

I. CALL MEETING TO ORDER

Chairman Bob Weaver called the meeting to order.

A) Review and approve minutes of October 4, and November 8th, 1994.

Motion: Larson/Proctor to approve the minutes as written. Motion carried.

Citing meeting conflicts, Leah Griffith asked that a new meeting date be considered. By general agreement, meetings will be scheduled for the second Tuesday of each month.

Greg Scoles, Director of Community Development, will not be reporting to the Community Relations Committee since he reports to the Community Development Committee.

II. OLD BUSINESS: None.

III. NEW BUSINESS:

Mayor Proctor raised the issue of vandalism on Marie Street, near the high school. Duane Cole reported on his visit with School Superintendent West Smith, which included a discussion regarding a closed campus. Chief Tardiff indicated the vandalism stems from a drive-by shooting, and that the District Attorney and Newberg Detectives were working to issue warrants on this case.

IV: DEPARTMENT REPORTS:

Fire Department (Sherman)

Fire Chief Michael Sherman presented a written month end report on Fire Department activities, a copy of which is attached as part of this record.

In addition to his written report, Chief Sherman provided information on the following:

- ☐ Complaints may be received due to an error which caused a Chemeketa Community College course to be televised in detail over Channel 9.

- Roger Gano is a volunteer in the Fire Department, although he does receive a small reimbursement for out-of-pocket expense. There are no part-time employees at the Fire Department.
- The Newberg Charitable Organization has pledged \$95,000 for the purchase of an ambulance.

Bob Weaver expressed satisfaction with the hiring process for the new EMS Manager.

Police Department (Tardiff)

Chief Tardiff provided a written report of the activities of the Police Department for the month of October, attached as a permanent part of this record.

The Police Department will be presenting a Citizens' Academy during 1995 to educate citizens in police department procedures.

The Oregon Together meeting caused the Graphic to generate an article on Newberg crime and juveniles. Chief Tardiff provided graphs and comparison charts identifying juvenile crime in Newberg (attached). He noted that more restrictive laws pertain to juveniles than adults regarding the release of personal information. Most newspapers do not print the names of juveniles as a matter of policy.

The 800 MHz radios are on order. MDTs are being programmed and expected to be delivered the first of the year. Chief Tardiff has been appointed to serve on the committee charged with developing future plans for 800 MHz.

Library (Griffith)

A written monthly report of Library activities was presented by Library Director Leah Griffith. A copy is attached as part of these minutes.

Ms. Griffith thanked the Mayor and City Manager for participating in the annual tree lighting ceremony at the Library and the Fire Department for putting up the tree lights.

The libraries of Yamhill County are compiling and will distribute a list of public and community resources.

Library volunteers will be acknowledged in April during Volunteer Appreciation Week. Mayor Proctor will be coordinating an event to honor all volunteers.

V. ADJOURN MEETING:

There being no further business to come before the Community Relations Commission, the meeting was adjourned. The next meeting will be held at the Fire Department.



Mary Newell
Recording Secretary
Community Relations Committee

November 1994

Month End Report

Newberg Fire Department

ADMINISTRATION:

The Fire Chief attended the weekly drills and meetings of the Volunteer Fire Department, the Newberg Rotary, Yamhill Co. Fire Defense Board, weekly city department directors, City Council, an Oregon Fire Chief's Association Board, meeting with the Department's Physician Advisor, meetings with Jack Snook of MDI on the 10 Year Plan and the weekly department staff meeting.

Ambulance purchases, shift scheduling, EMS facilities and the hiring of the new Division Chief/EMS Coordinator continues to consume most of the Chief's time.

The Chief made a presentation to the Newberg Community Foundation on fund raising activities for a new Hurst tool. He also made an appearance at the annual Newberg High School ethics seminar in Portland.

The Chief spent the last 3 days of the month pilot testing the new multi-discipline Incident Command System. Experts from around the state put the finishing touches on a model program that may be used by FEMA as a national model.

TRAINING:

Regular drills for the month of November were held on the 7th, 14th and the 28th. November 7th was the regular apparatus training night. The November 14th drill was Firefighter I level ventilation training and the November 28th drill was an OR-OSHA mandated Hazardous Communications update and recertification class. Also on the 28th, department engineers spent time familiarizing themselves with the Foam Pro system on the new engine.

On November 20th, five officers and firefighters again went to the Portland Air National Guard Base to join the Base firefighters in flammable liquids live fire training.

Other training related activities for November were:

- 1. Safety Committee meeting on November 9th.*
- 2. Officers Meeting on November 16th.*
- 3. Uniform and OG's committee meetings.*

EMS DIVISION:

In the month of November there were 128 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>73</i>	<i>57%</i>
<i>Miscellaneous</i>	<i>31</i>	<i>24%</i>

FIRE PREVENTION:

Twenty four fire and life safety inspections were completed by the Fire Marshal. The Fire Marshal processed 6 plan reviews and counselled one juvenile involved in fire play. He hosted the Yamhill County Fire Investigation Team meeting in which Yamhill County John Mercer was the guest speaker and also the Fire Marshal taught a dive rescue class to GFC lifeguard students.

Five fires were investigated by the Fire Marshal, volunteer fire inspectors and officers, three were accidental, were set and two are as yet undetermined.

BUILDING, MAINTENANCE AND MISCELLANEOUS:

Lieutenant Al Blodgett attended a seminar on the "Feeding and Care of Volunteers", although this was very informational, it was a pleasant surprise to find out we've been doing things correctly. Al has attended the following meetings; Fire and Ambulance OG's (Operational Guidelines); Station Wear OG; proctor of the Tuesday night EMT Basic TV class; a recap meeting of the Old Fashioned Festival and a meeting to select the Chamber of Commerces' "Retailer of the Year". Al received his Instructor I Certification this month after successfully completing a class in Woodburn.

The Department has ordered and received a battery recycler and reconditioner. All of the department's batteries have been tested and several radio problems have already been fixed. The department has also received quotes for fire hose and 3 head sets and has ordered 2000' of 2 1/2" hose and 400' of 5" hose.

Lieutenant/Mechanic Rod Meade attended the OFEAMA meeting in Aurora on November 19th. He has been also active with the vehicle and facility committees. He has been reviewing the received ambulance bids for compliance and additional options. Rod has been busy making sure all of the departments apparatus are winterized.

VOLUNTEERS:

Volunteer Assistant Chief Bill Swonger and his wife Darlene celebrated their 40th wedding anniversary on November 6th.

Retired Fire Chief Elmer Christensen is recovery from minor throat surgery and having his tonsils removed. Retired Fire Chief John Paola is back up and around after experiencing some minor heart problems. Retired Training Officer Tom McGinnis continues to battle major health problems and is confined to home most of the time.

The department held it's annual Turkey Carnival on November 11 & 12. The majority of the profits from this event support the Toy & Joy Project.

Captain Don Schmidt has nearly completed the project of installing Newberg Fire Department reflective lettering on all of the apparatus.

Members of the department spent Sunday, November 27th, decorating the City for the upcoming holiday season. The department members and honoraries were treated to breakfast at 7:00am at the United Methodist Church by the United Methodist Men. This is the groups way of saying thanks to the membership for all they do in the community. Following breakfast decorations were hung throughout the City. Upon completion of the hanging of decorations, the department held its annual holiday potluck dinner at the fire station.

Newberg Fire Department - Month End Report

ITH: NOVEMBER 94

PERSONNEL 59

ITEM	CITY	RURAL	OUT OF DISTRICT	THIS MONTH	TO DATE	LAST YEAR
COMMERCIAL FIRES	1	0	0	1	48	19
RESIDENTIAL FIRES	3	0	0	3	29	22
FLUE FIRES ONLY	0	1	0	1	6	14
VEHICLE FIRES	1	0	0	1	16	23
WILDLAND FIRES	0	0	0	0	52	20
TOTAL FIRES--THIS REPORT	5	1	0	6	151	98
TOTAL MANHOURS--FIRES	58	12	0	70	3,092	4,857
FIRE DOLLAR EXPOSED	\$93,650	\$70,000	0	\$163,650	\$25,484,767	\$32,967,180
FIRE DOLLAR LOST	\$5,290	0	0	\$5,290	\$532,282	\$1,113,440
FIRE INJURIES	0	0	0	0	3	3
FIRE DEATHS	0	0	0	0	0	0
FALSE FIRE CALL--NO FIRE	3	4	0	7	97	72
INVESTIGATIVE CALL	9	5	0	14	164	177
PUBLIC ASSIST CALLS	1	2	0	3	125	111
TOTAL NON FIRE/EMS CALLS	13	11	0	24	386	360
TOTAL MANHOURS--	33	27	0	60	1,755	792
RESCUE MEDICAL CALL	55	18	5	78	760	592
MOTOR VEHICLE ACCIDENT	13	6	4	23	218	164
RESCUE--OTHER	27	0	0	27	85	13
TOTAL EMS CALLS	95	24	9	128	1,052	769
TOTAL MANHOURS	462	116	20	598	3,765	3,731
FIRE/LIFE INSPECTIONS	20	4	0	24	390	346
HAZARDS NOTED	12	1	0	13	422	382
HAZARDS ABATED	4	1	0	5	265	156
PUBLIC-ED CLASSES TAUGHT	2	0	0	2	85	94
PUBLIC-ED ATTENDANCE	18	0	0	18	1,930	3,157
ACCIDENTAL FIRE CAUSE	3	1	0	4	65	NA
ARSON/SET FIRE CAUSE	0	0	0	0	17	NA
UNDETERMINED FIRE CAUSE	2	0	0	2	66	NA
TOTAL FIRE PREVENTION HOUR	29	6	0	35	641	NA
BURN PERMITS ISSUED	1,485	279	0	1,764	7,954	8,569
TOTAL MONTH MANHOURS	582	161	20	763	NA	NA
TOTAL YEAR MANHOURS	6,135	2,416	702	NA	9,253	6,133
TOTAL MONTH CALLS	113	36	9	158	NA	NA
TOTAL YEAR CALLS	1,198	372	119	NA	1,689	1,227

Monthly Report Newberg Public Library



November, 1994

The Tree Lighting Program will be held at 7:00 pm on December 1st at the Library. This annual community event will include music, a carol sing-a-long, stories from Santa, cookies, and for the first time this year, an area for adults to warm up with coffee supplied courtesy of the Coffee Cottage.

The Chehalem Park and Recreation District Photo Show was held in November. The photos were great again this year, however there weren't as many as in years past.

Board members and staff from the Newport Public Library visited the Library in November. They are planning a building project and the State Library recommended that they visit our library. They built a new facility at the same time we did in the 1980's, but they only went from 3500 sq. ft. to 7000 sq. ft. and are already feeling cramped. With our 17,000 sq. ft. we still have space for growth although we are filling up with additional electronic equipment and shelving.

CCRLS is still in a state of flux, however with the election day behind us, we have been able to have discussions with some legislators regarding the legislative option to revise CCRLS funding and place it under the general government cap rather than the school cap (along with the community college). I will be providing a full report to the City Council and Board in December.

Thanks to the Newberg Library Friends we now have a copier in the downstairs lobby. This has been helpful to people using the children's department as well as those attending meetings. It will move upstairs from March 15-April 15 to help out with the load in the tax form area, but will return to the lobby after the big day. The Friends are paying any costs not covered by the 10¢ a copy charge.

I attended a meeting with representatives from a number of Yamhill County agencies that produce community resource directories. We are developing a joint project to eliminate duplication of effort in compiling and distributing the resource lists to the public and to agencies. The Library has a list on our library catalog computer system that is available to anyone either at the library or by dialing up at a home or office computer. This is a good effort to conserve resources by joining together on a project.

My involvement with the Oregon Library Association led to a meeting between school and public librarians to improve communications and cooperative efforts. This statewide committee is looking at ways to encourage local libraries and schools to work together to make better use of limited funds. I am also working on plans for the OLA conference in April along with the Public Library Division. We are sponsoring programs on working with volunteers, safety and emergency training, information on new telecommunications technology, and providing local governments with library service.

The Rules for Library Use were approved by the City Council in November. These will assist staff in dealing with disruptive people. The Rules were drafted by staff and approved by the Library Board in October. The Board will spend some time in December discussing their goals for 1994-95, now that they have a full membership.

Sandi Olmstead and I told stories at the Chamber of Commerce Downtown Halloween party on October 31st. There was a good crowd even with a very raining night. It was a nice event to put a cap on to an evening of trick or treating. I ended up being a judge for the costume contest and I never want to do that again. There were some great costumes and the decisions were difficult.

I'm serving on the City's Americans with Disabilities Act Transition Team. The consultant has just about finished reviewing the Library facility and we will then know what changes we need to make here to better serve all our patrons. The Transition Team will be making plans for all city facilities.

Newberg Leadership met at the Library in November. I served on a panel to discuss board membership (I serve on the Board of the Chehalem Valley Senior Citizens Council as well as other professional and community boards). The group had a number of excellent questions and hopefully many of them will see the value of supporting their community by serving on a board.

I attended meetings of the City Club, PYM Librarians, Community Relations Committee, City Council and the City Council/Dept. Head Dinner.

Adult/Young Adult Services:

Staff spent time in November developing help sheets for The Internet as well as time training on how to use this new resource. In addition they are both undergoing in-house training on how to catalog new materials to prepare them for circulation. This training is very time consuming but both Marianne Lausmann and Sandi Schmidt are learning quickly.

Carol Foutts, Assistant Library Director, has spent time this month preparing for the Festival of Trees. Ten community groups have put up trees and members of the public will vote for their favorite tree with a donation of non-perishable food. All food will go to Newberg FISH and the winning tree will receive the combined entry fees (\$50 this year). This is a great community program and the trees we have this year are a lot of fun. A number of groups were exceptionally clever in designing their entries.

Youth Services:

The Children's Room is just about finished. The carpet is down, the wallboard is up (just waiting for paint), the office is in and it seems to be working great. The other day, Sandi Olmstead was working in her new office along with the Green Thumb Program worker and the two George Fox College work study students. They all had a place to work and weren't tripping over each other or being in the way of other staff or volunteers. It was exactly why we developed this work space. The new reference area is also better suited in that it places staff right in the middle of the room where it is easier to assist patrons as well as keep an eye on things.

Children's Book Week, November 15-19 was celebrated in Newberg with two programs. On Thursday, November 17th at 7 pm, children's illustrator and Newberg resident James Endicott was honored at a reception. His books reflect the Northwest and were for sale at the reception. A number of students from a George Fox College children's literature class attended as well as members of the general public. On Saturday, November 19th at 3 pm, a couple of clowns entertained about 70 children with a very humorous hour of magic and jokes.

Circulation Services:

Staff are developing ideas to rearrange the work areas now that children's services has moved out. In December the processing area will be revised to improve the ability of volunteers to assist staff in preparing new books for use (putting on plastic jackets, stamping the library's name etc.)

Volunteers:

The Newberg Library Friends have purchased a number of items for resale. We now have canvas book bags with the library logo for only \$8.00. Sweatshirts (\$12), mugs (\$5), pencils (25¢), and magnets (25¢) are also now available for purchase at the Circulation desk.

We continue to see a significant increase in the number of volunteers. It really has paid off to have a staff member that has more time to work with them. Marty Trolan, Circulation/Volunteer Coordinator visited her counterpart at the Cedar Mill Community Library and returned with many great ideas.

Upcoming Events:

Dec. 1	Annual Tree Lighting Program
Dec. 1-21	Festival of Trees
Dec. 2	PYM Meeting
Dec. 5	City Council Meeting
Dec. 6	Community Relations Committee Meeting
Dec. 7	Department Head Meeting
Dec. 8	Budget Committee Meeting
Dec. 9	Oregon Public Library Director's Meeting in Newport
Dec. 12	Library Staff holiday potluck
Dec. 13	City Safety luncheon
Dec. 15	ADA Meeting at 9 am
Dec. 16	Library Staff Meeting
	CVSCC Holiday Party
Dec. 20	City Club Holiday Party
	Library Board Meeting
Dec. 21	Department Head Meeting
Dec. 22	CVSCC Board Meeting
Dec. 23-24	Library Closed
Dec. 26	Library offices closed

Report Submitted By:

Leah M. Griffith, Library Director

NEWBERG POLICE DEPARTMENT

November 1994

Monthly Report

Detectives Move to New Offices

Detectives moved into their new offices on the third floor of City Hall, along with the Community Resource Officer and D.A.R.E. Officer. In addition to the Detectives' quarters, a training room has been added which will accommodate seating and table space for forty persons.

Plans are being developed to upgrade and improve working conditions for Patrol's squad room and sergeants offices located in the basement. This may be a cooperative effort with the Yamhill County Sheriff's Office, who would like desk space to replace their Newberg substation.

Special Investigations Unit Activities

- ✓ Arrested an individual on multiple stolen vehicle charges. Recovered a stolen pickup and cleared vehicle thefts from four counties. Two days later, the suspect's accomplice was shot by Clackamas County deputies when he tried to run them down with another stolen pickup.
- ✓ Investigated a child abuse case involving potentially life threatening injuries to a three-month old baby. The child was manually asphyxiated by the father. The mother took the child to Providence Newberg Hospital, then transferred to Emmanuel. The child is recovering. A Grand Jury indictment is pending.
- ✓ Investigated a drive-by shooting at C & G Auto Body.
- ✓ Investigated a drive-by shooting at 616 So. Center.
- ✓ Investigated a shooting incident at 201 E. North Street. Three juveniles were arrested and charged with Burglary I, Criminal Trespass I, and Unlawful Use of a Weapon.
- ✓ Investigated a shooting incident involving a home invasion burglary. Three juveniles were arrested.
- ✓ Investigated a juvenile assault on parent. An emotionally troubled youth attacked the mother. The child was taken into custody.
- ✓ Investigated a burglary at Midget Motors where seven to nine chainsaws were stolen.

In addition to above-mentioned cases, the Special Investigations Unit began the investigation of seven new rape/sex abuse cases and a \$34,000 forgery case.

Dispatch News and Enhanced 9-1-1

Communications Officer Mark Cooke is attending the Board on Public Safety Standards and Training Telecommunicators Course. His expected completion date is December 9th.

Following final approval of Newberg's Enhanced 9-1-1 Plan, planning meetings have begun between the city of Newberg, GTE, and U.S. West have begun to prepare for its implementation. Enhanced 9-1-1 should be available in Newberg during the latter part of 1995.

Community Involvement

Sgt. Tim Weaver, for the Safety Committee, made a presentation on Driving Under the Influence of Intoxicants to SMURFIT on November 23rd. Approximately 20 employees attended this presentation which covered DUII penalties, winter driving tips and a review of the rules of the road.

Detective Sgt. Ken Summers spoke to a George Fox College Class on Child Abuse and protective issues.

Detective Goad made a presentation to a Newberg High School class on the legal consequences of alcohol and drug use by teens.

Gang issues was the subject of a presentation by Detective Brian Casey at a local PTA meeting.

Community Resource Officer Activities:

- Held a crime prevention meeting at the Nut Tree Trailer Park
- Held a Neighborhood Watch meeting for the Cedar Street Neighborhood
- Attended the Newberg and Yamhill County Sheriff's Office S.A.L.T. meetings
- Added two block homes during the month of November
- Participated in the annual "Ethical Decision Making in the Workplace" symposium by Newberg High School
- Attended training in the development of a Citizens Academy

Oregon Together Meeting

Several members of the Newberg Police Department attended and participated in the Oregon Together meeting held on November 15th at George Fox College. This meeting included participants from child service providers, law enforcement, school staff, students and local citizens.

Training

Regular and Reserve personnel participated in firearms qualifications. Qualifications are held three times per year and officers are required to participate at least twice to maintain their status.

Sergeant Summers attended the John Reid and Associates Advanced course on Interviewing and Interrogation. The Police Department has obtained a video tape training series on the Reid Interviewing Technique. Sgt. Summers will be training all sworn staff on this technique.

Sgt. Dave James and Sgt. Summers attended a team building seminar at Providence Newberg Community Hospital.

Bonnie Dodson, Communications Manager, attended a RAIN User Board meeting which included training on the new NIBERS Coding for Oregon Uniform Crime Reports.

Meetings Attended

- * RAIN Policy Board Meeting and annual goal setting session
- * Newberg High School Co-op Work Advisory meeting
- * SCAR Child Abuse Conference
- * Yamhill County Interagency Narcotic's Team (YCINT) Meeting
- * Juliette's House Board Meeting
- * Law Enforcement Citizen Advisory Forum Meeting
- * Emergency Disaster Planning Meeting
- * Community Relations Committee
- * Leadership Newberg
- * Level 7 Grant Meeting
- * Metro Chief's Meeting
- * Yamhill County Law Enforcement Meeting

TRAFFIC PATROL STATISTICS November 1994

Traffic Violations Issued: 153

Traffic Warnings Issued: 141

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

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

Total Part I Crimes Reported:		Percent Part I Crimes Cleared:	
October 1993	October 1994	October 1993	October 1994
96	88	44.7%	63.6%

Part II Offenses:

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

Total Part II Crimes Reported:		Percent Part II Crimes Cleared:	
October 1993	October 1994	October 1993	October 1994
165	192	93.9%	84.8%

Part III Offenses:

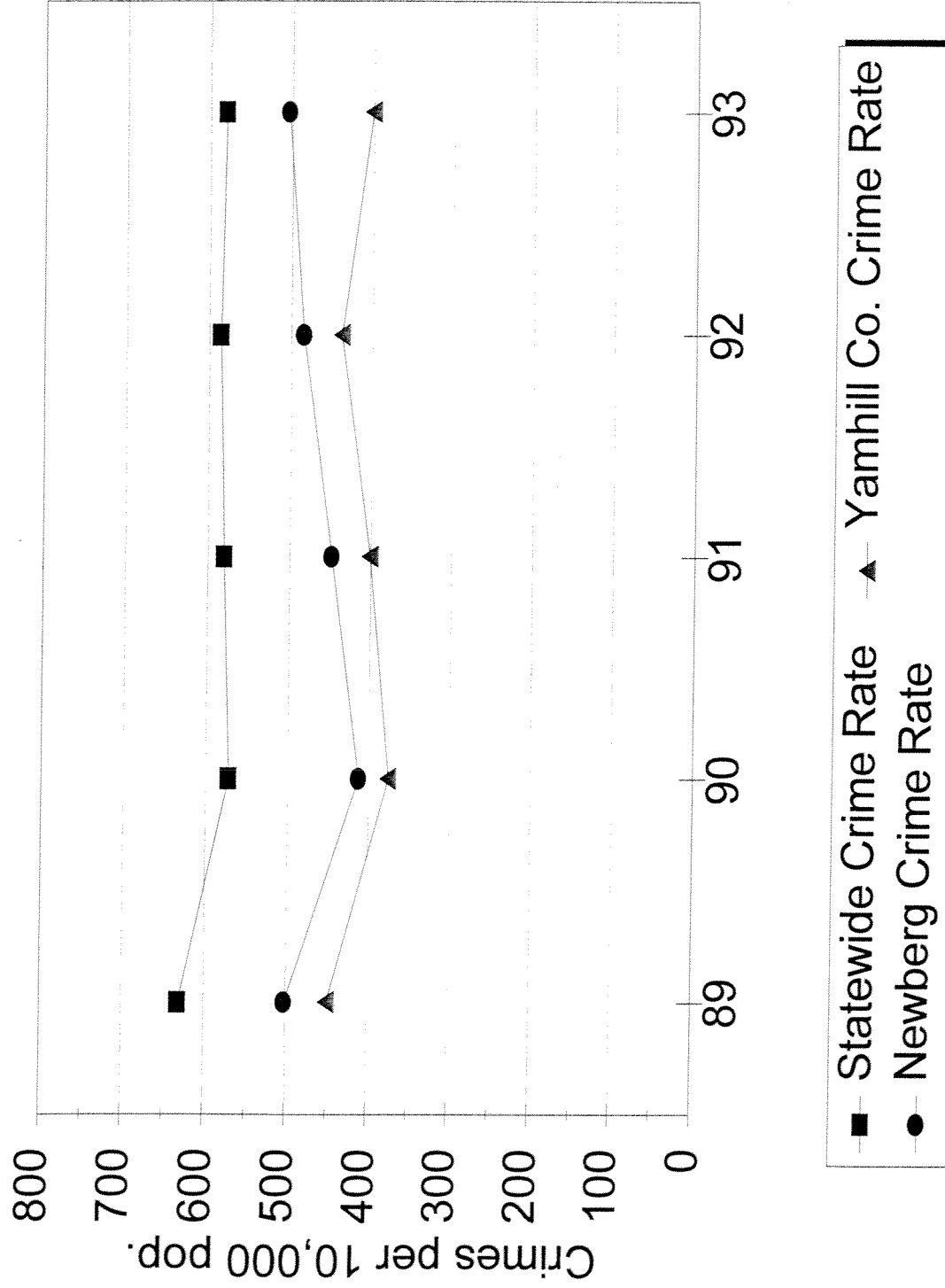
(These include major traffic, animal, general assistance, etc.)

Total Part III Crimes Reported:		Percent Part III Crimes Cleared:	
October 1993	October 1994	October 1993	October 1994
392	395	97.4%	97.2%

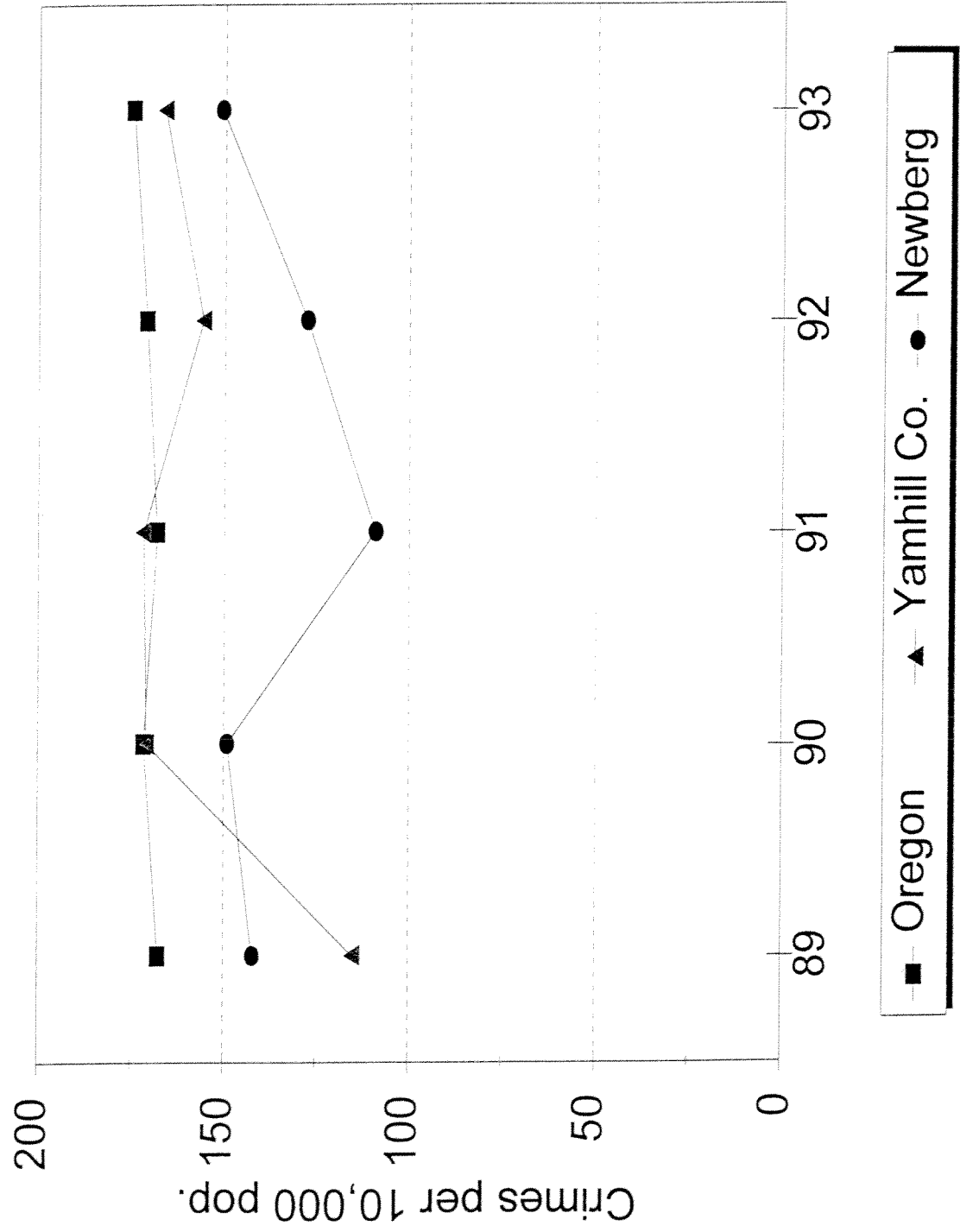
TOTAL ALL INCIDENTS:

Total All Incidents Reported:		Percent All Incidents Cleared:	
October 1993	October 1994	October 1993	October 1994
653	675	88.8%	89.3%

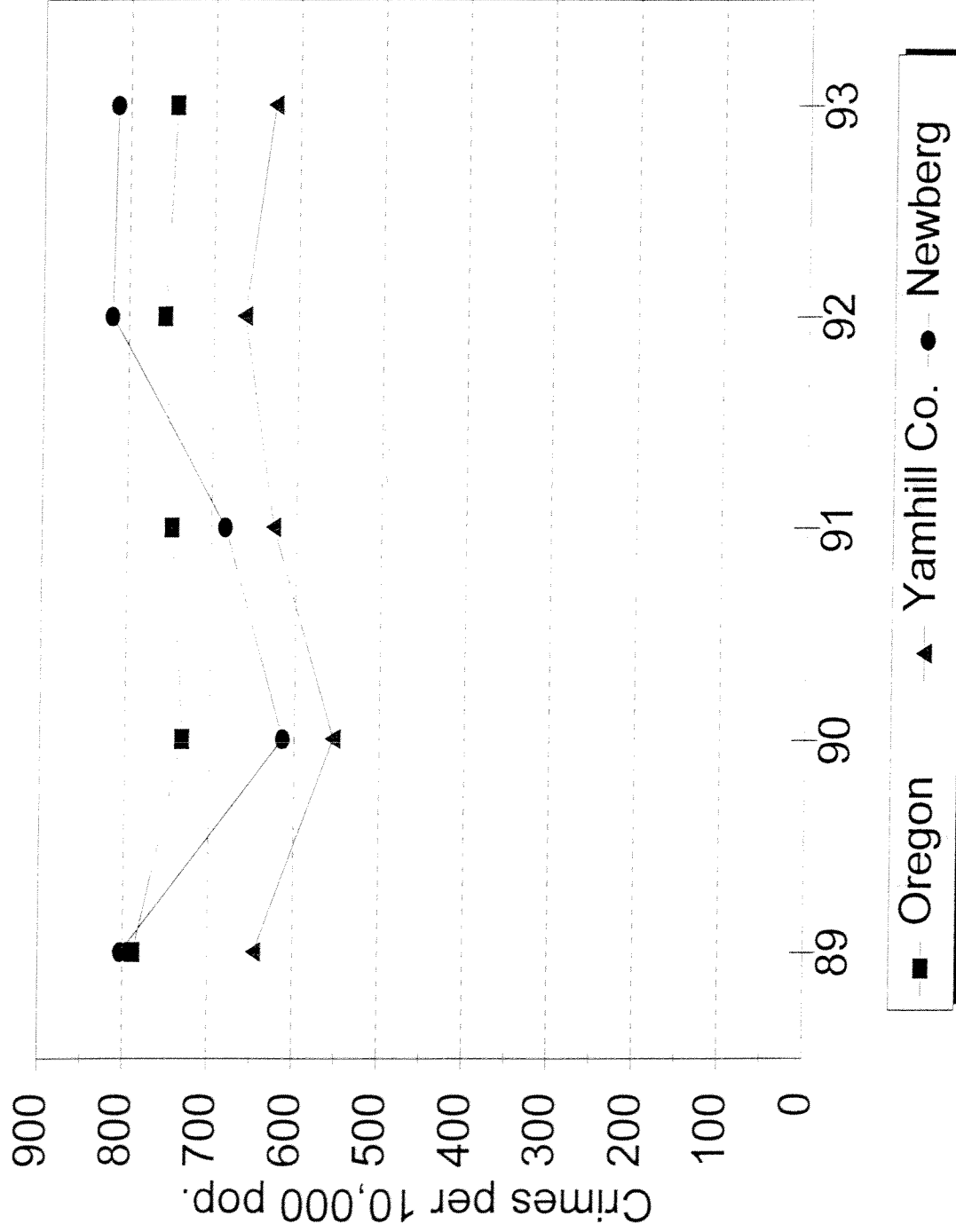
Crime Rate Comparison



Person Crime Comparison

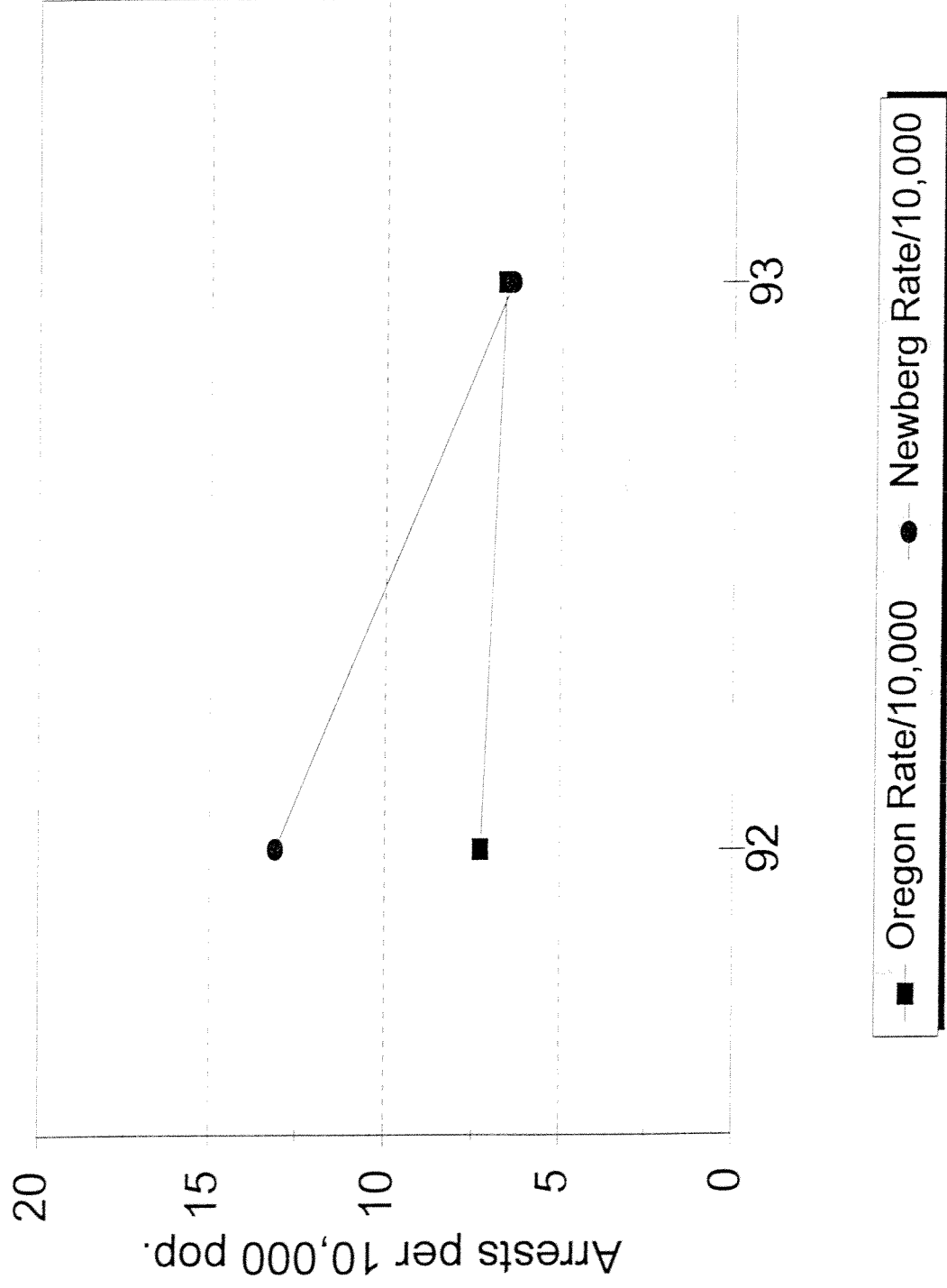


Property Crime Comparison

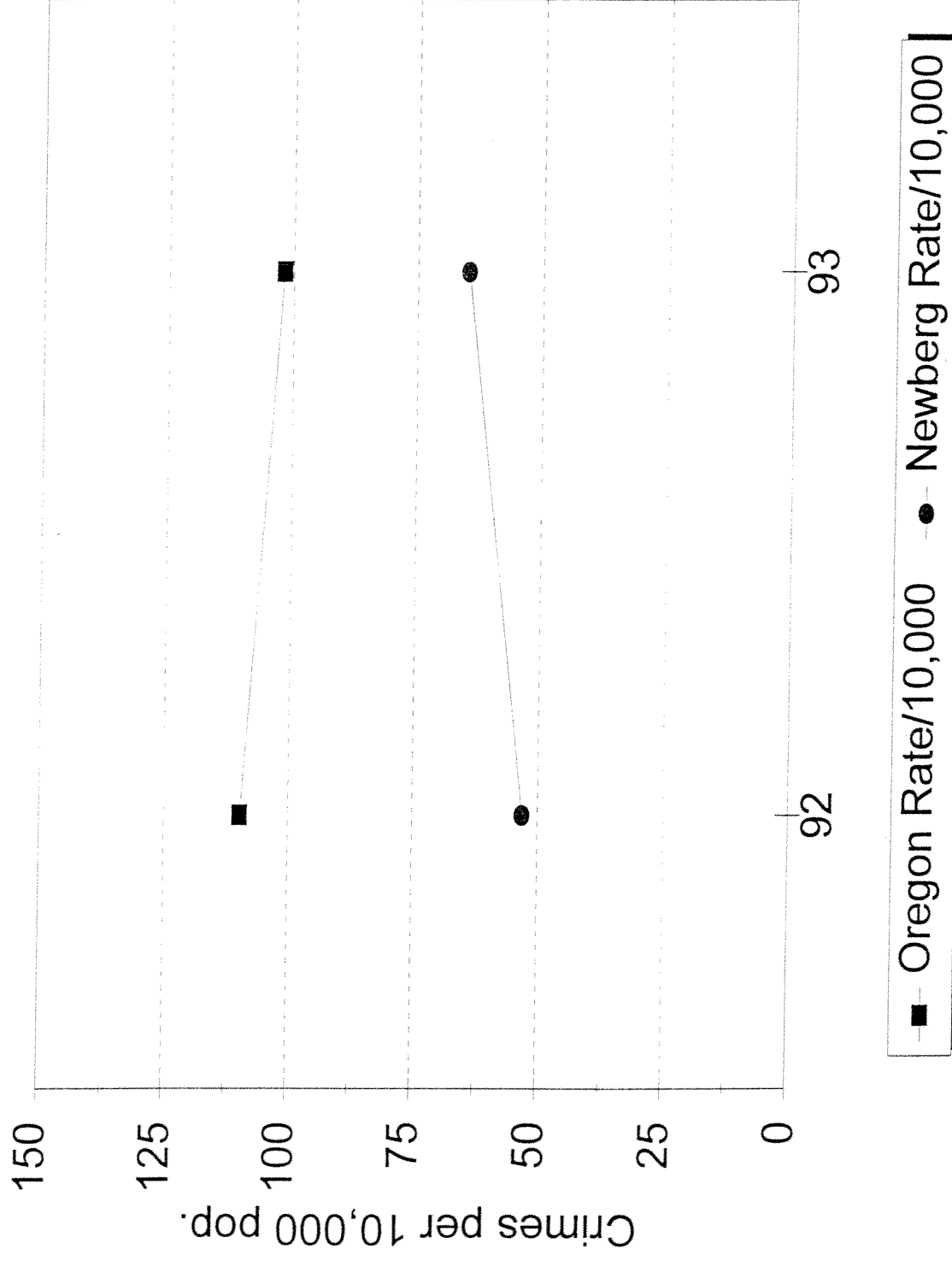


Burglary Arrest Comparison

10 to 17 year olds

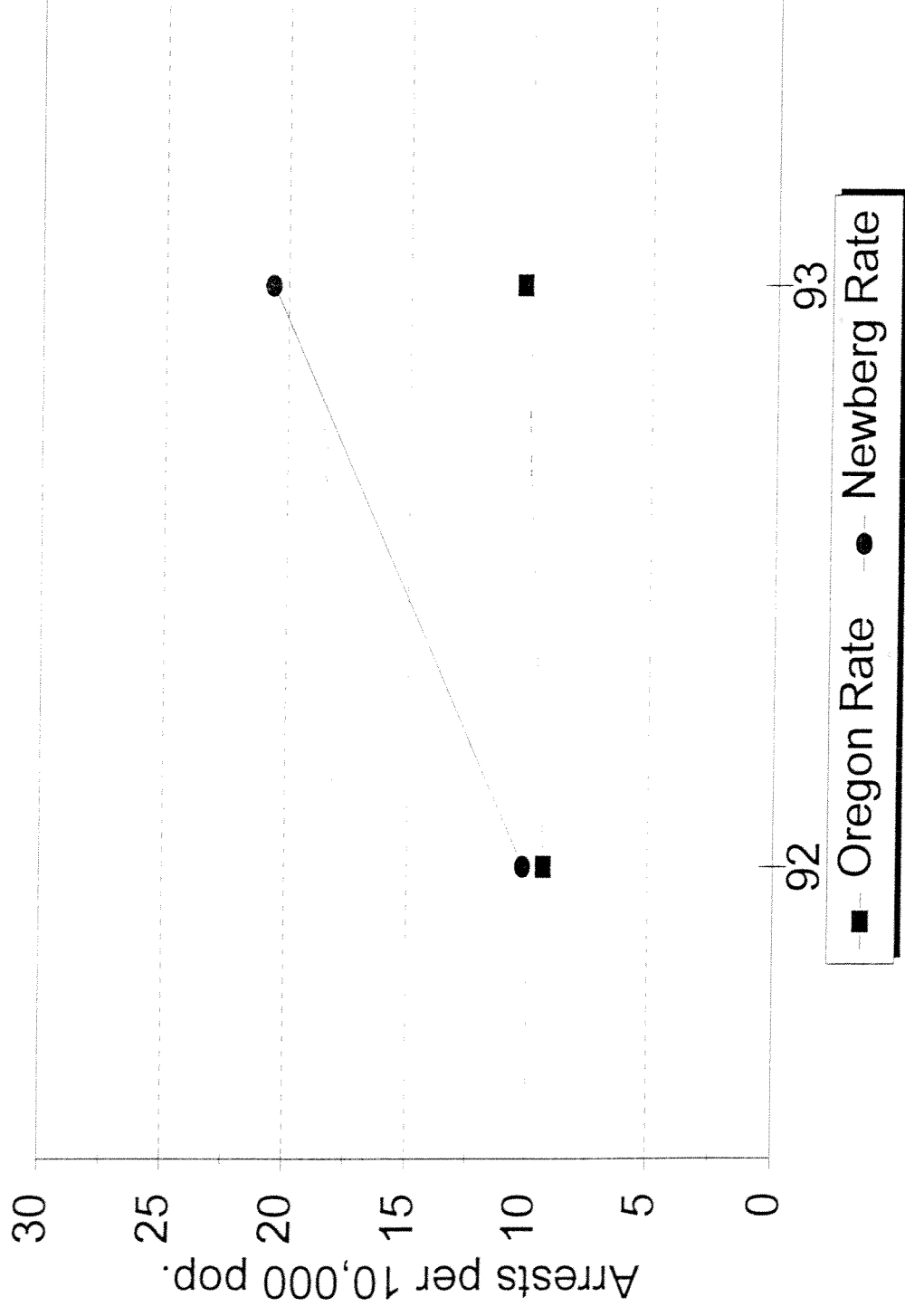


Reported Burglaries

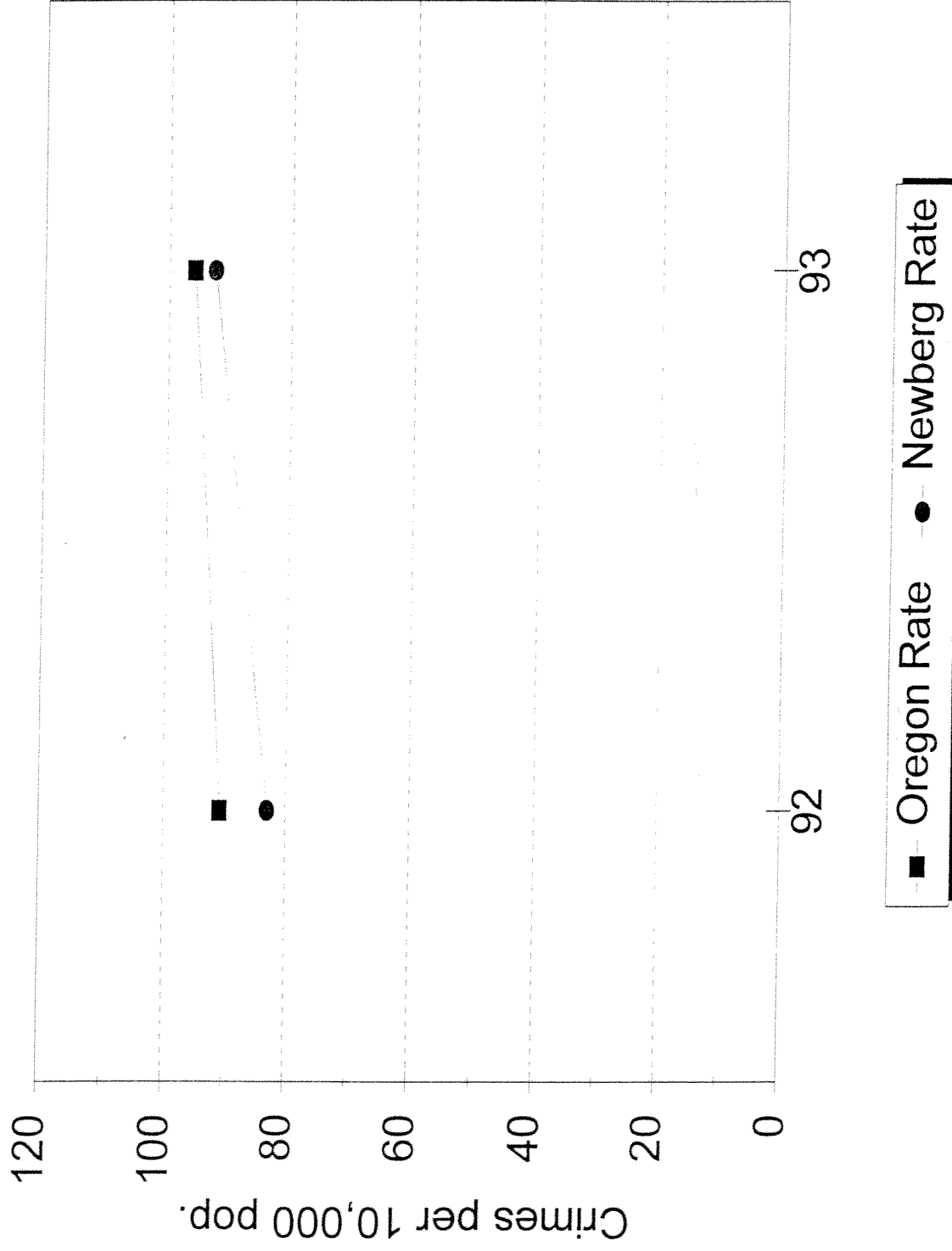


Simple Assault Arrests

10 - 17 year olds

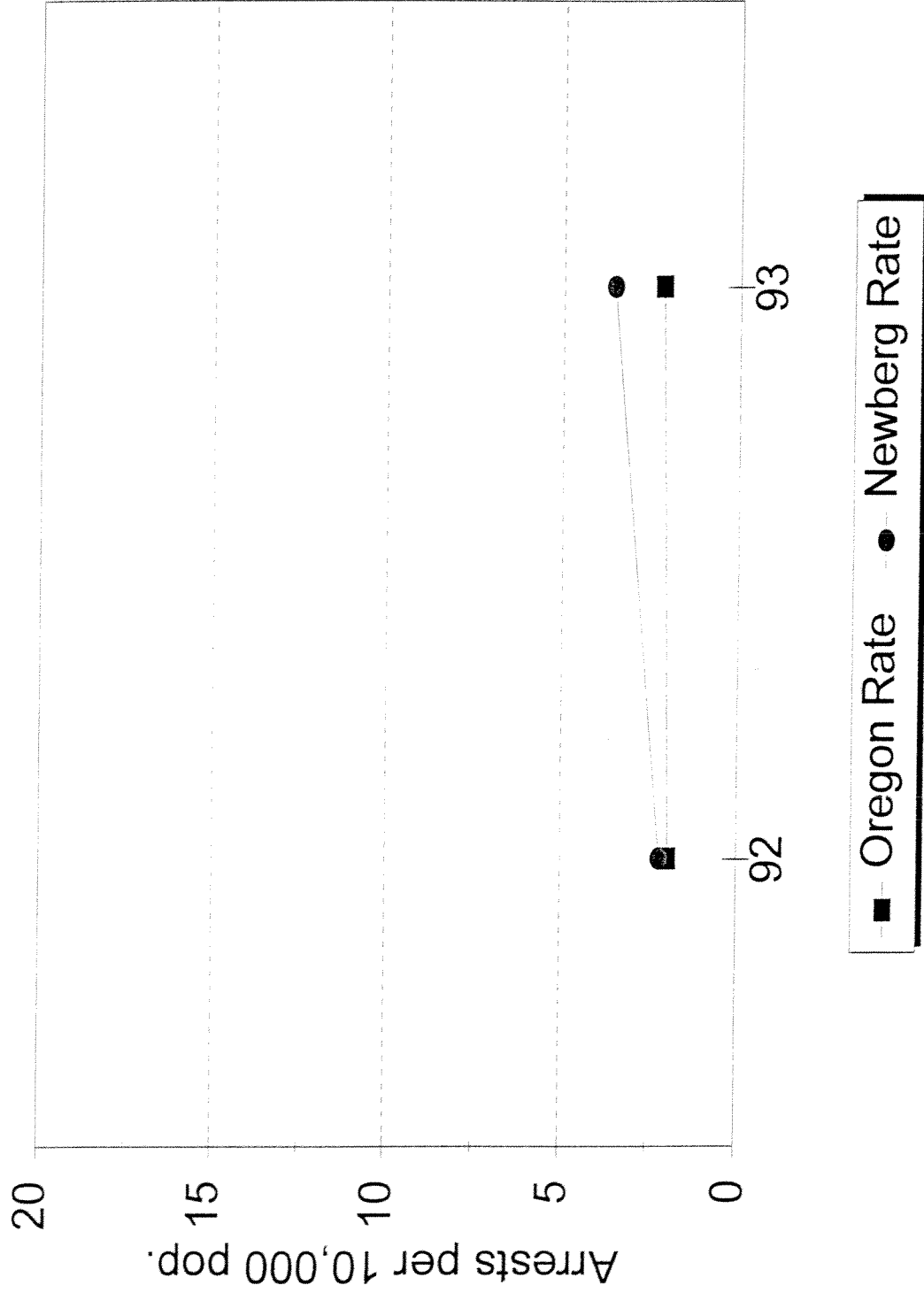


Simple Assaults Reported

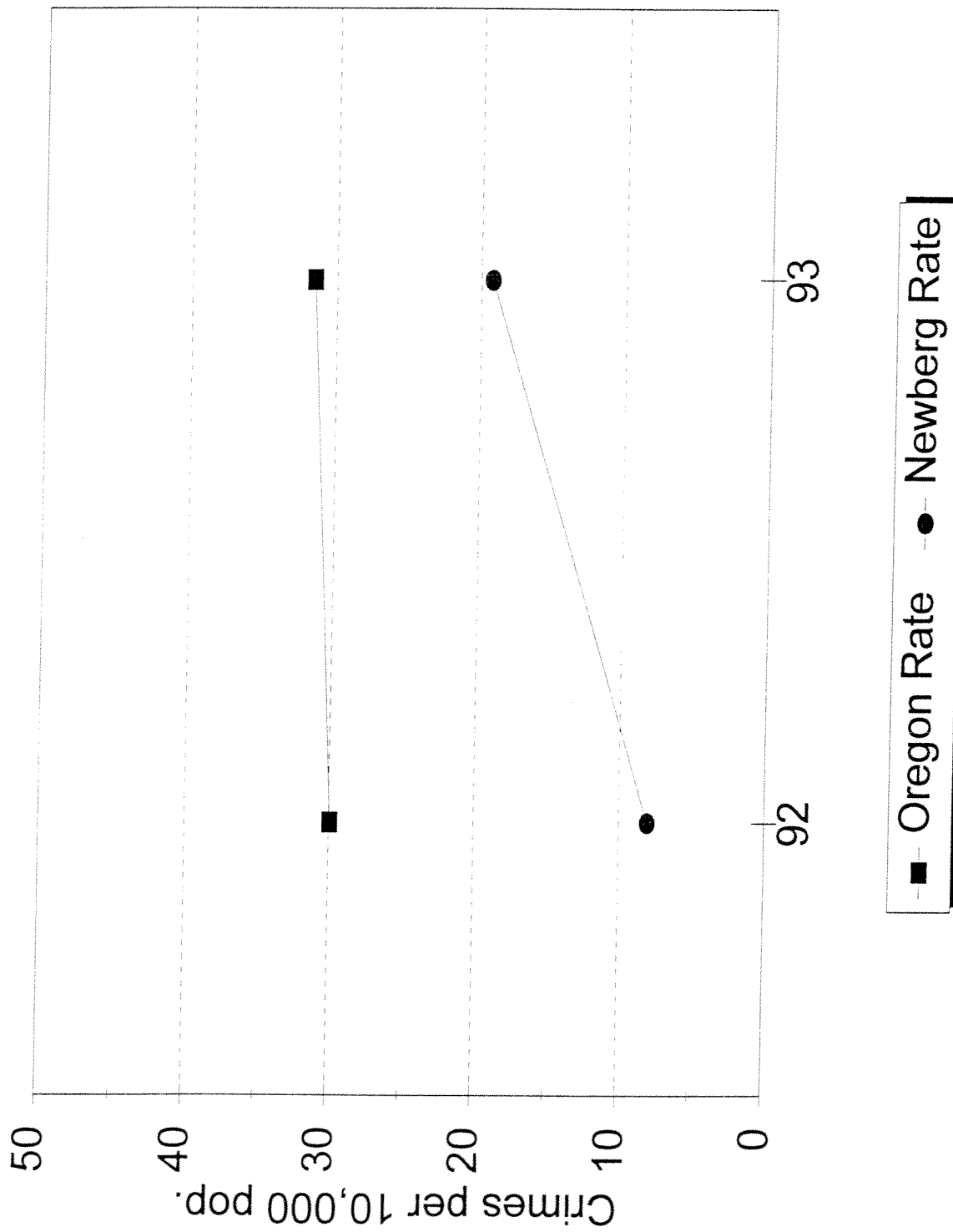


Aggravated Assault Arrests

10 - 17 year olds

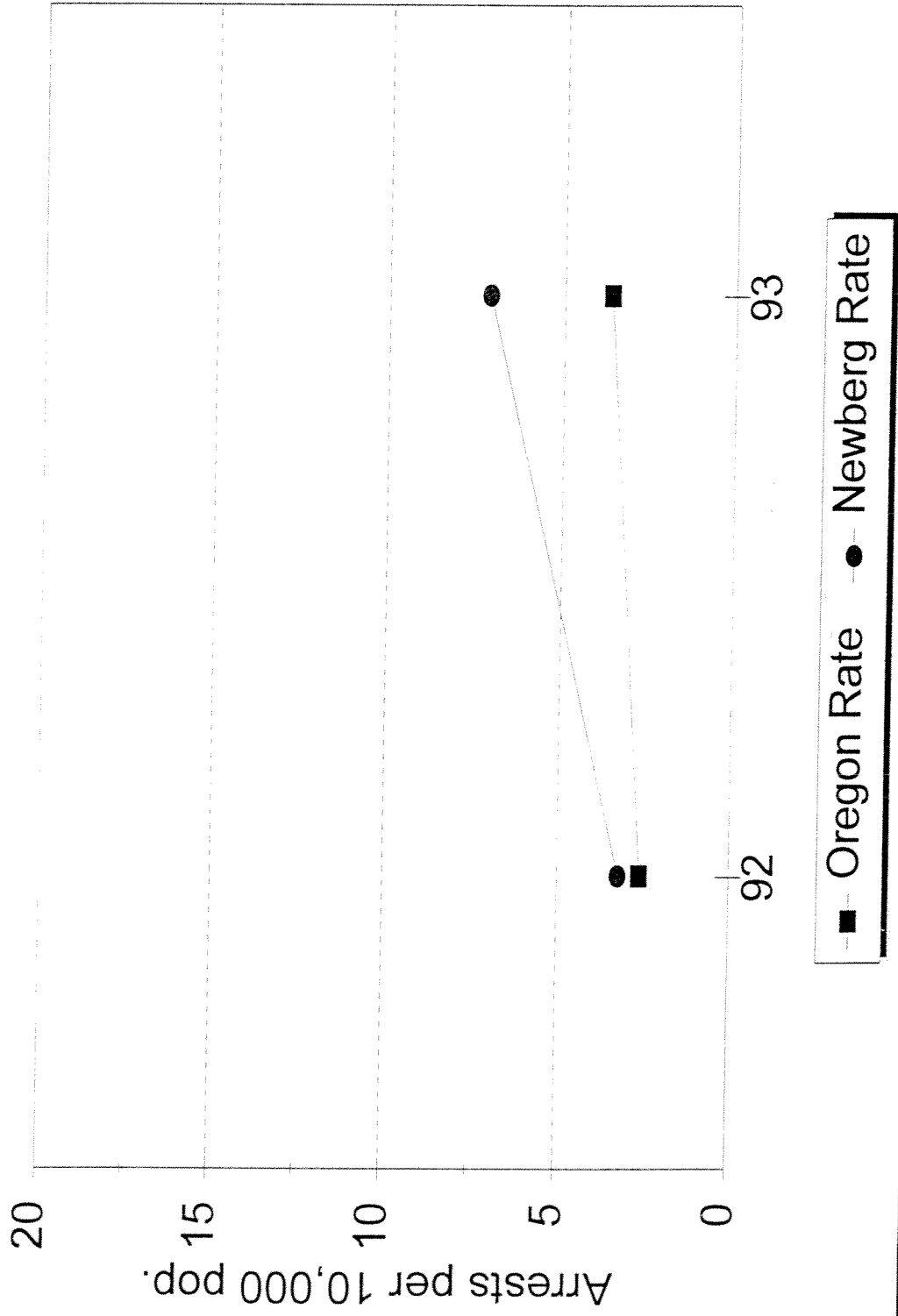


Aggravated Assaults Reported

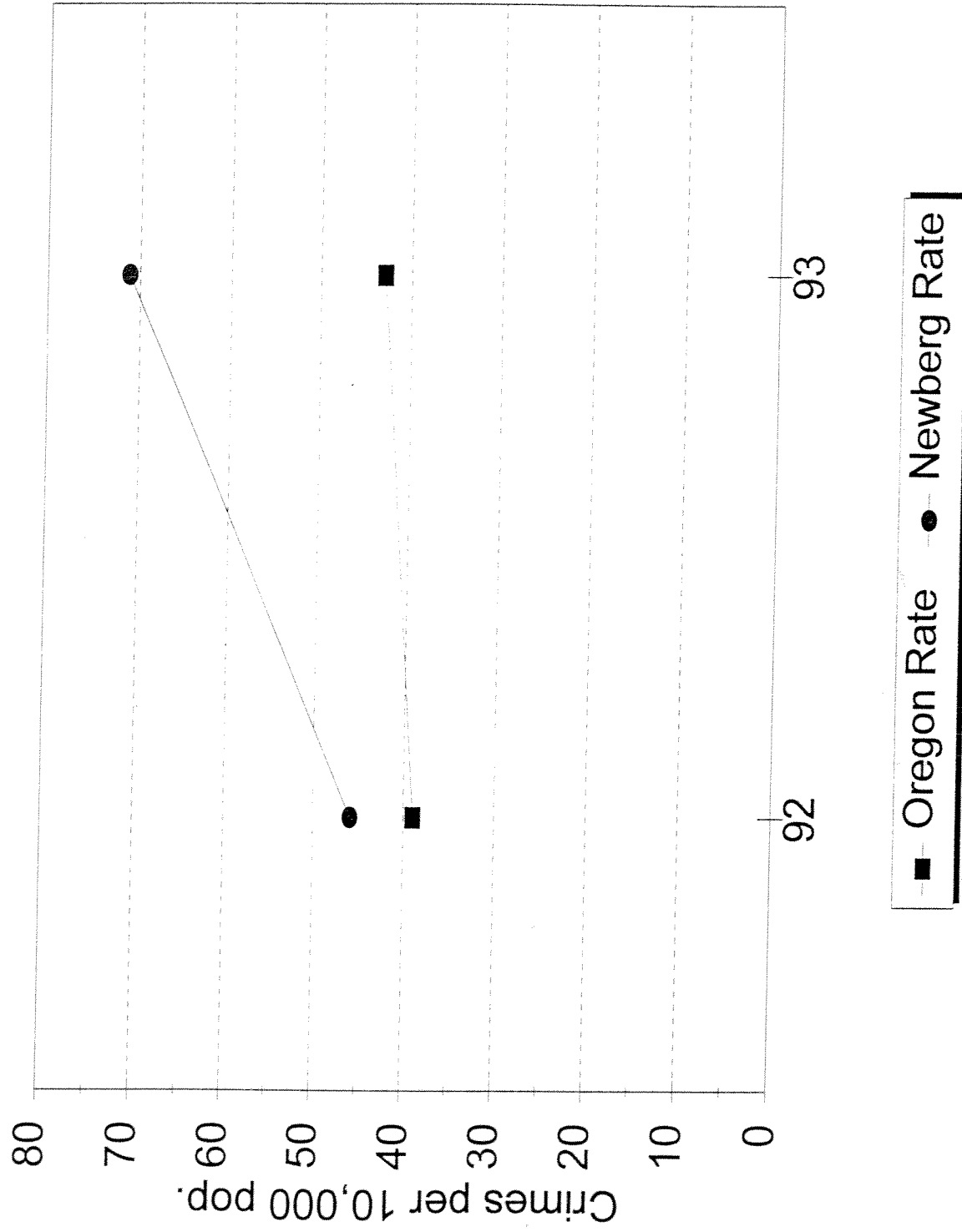


Drug Arrests

10 - 17 year olds

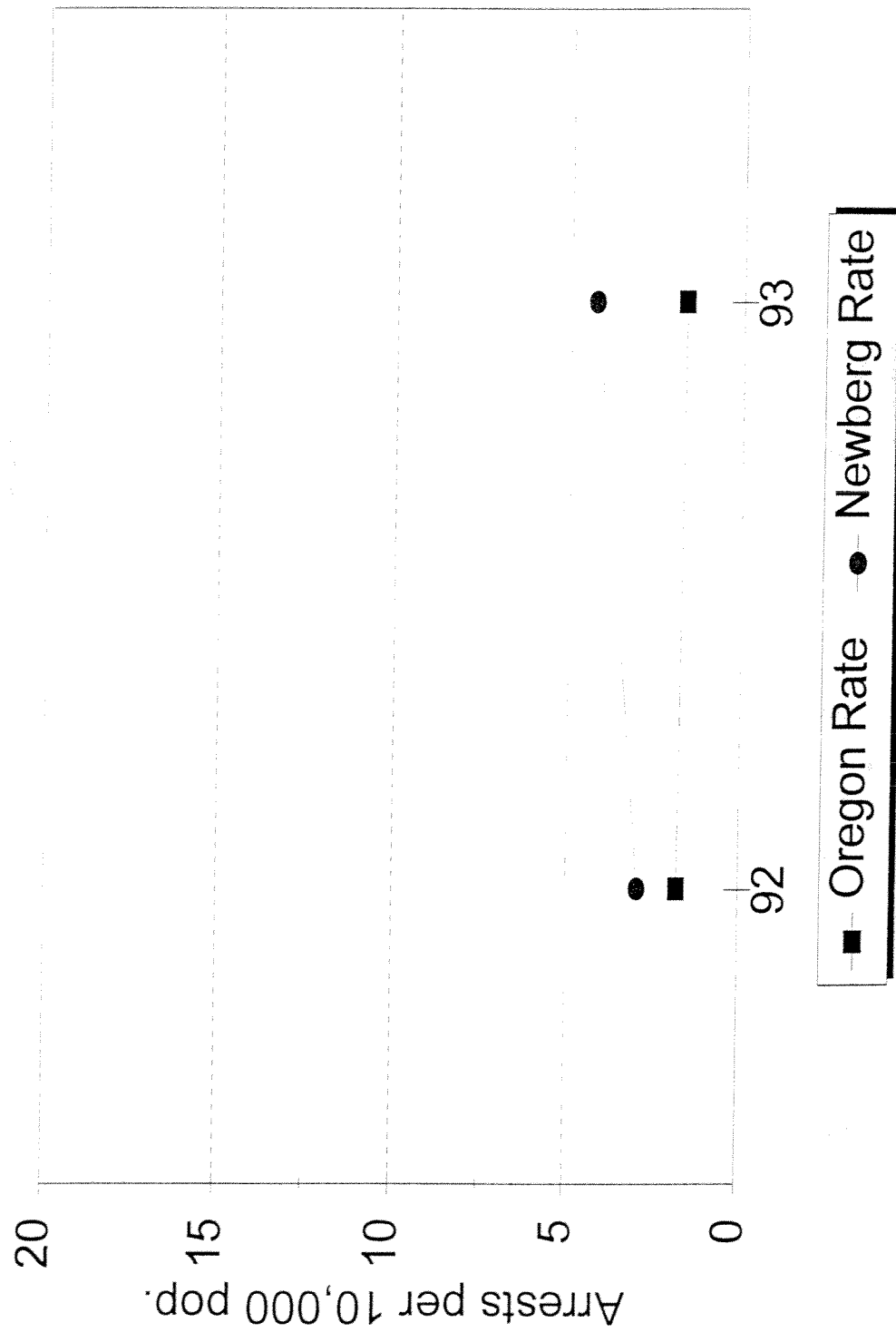


Reported Drug Offenses

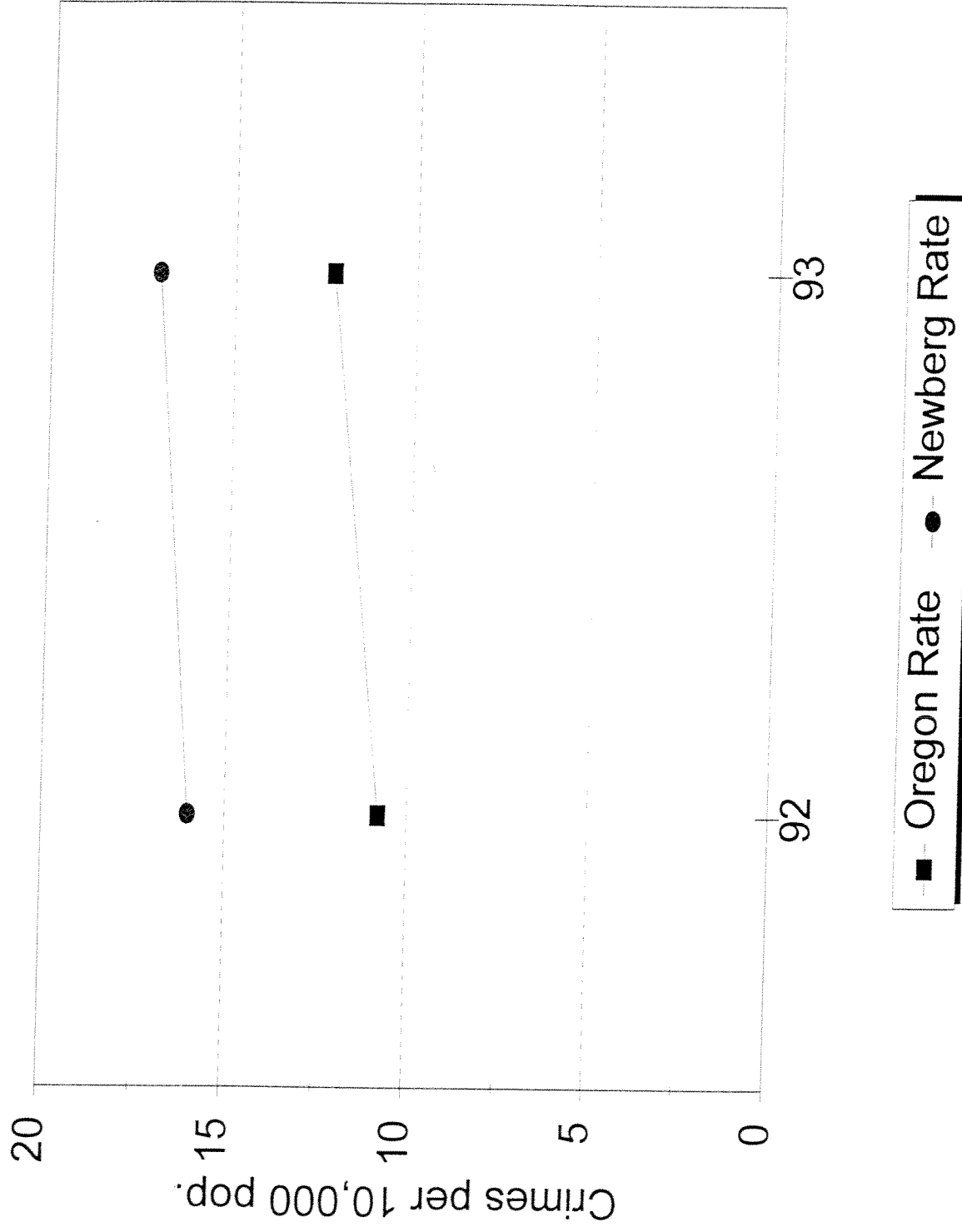


Weapons Arrests

10 - 17 year olds

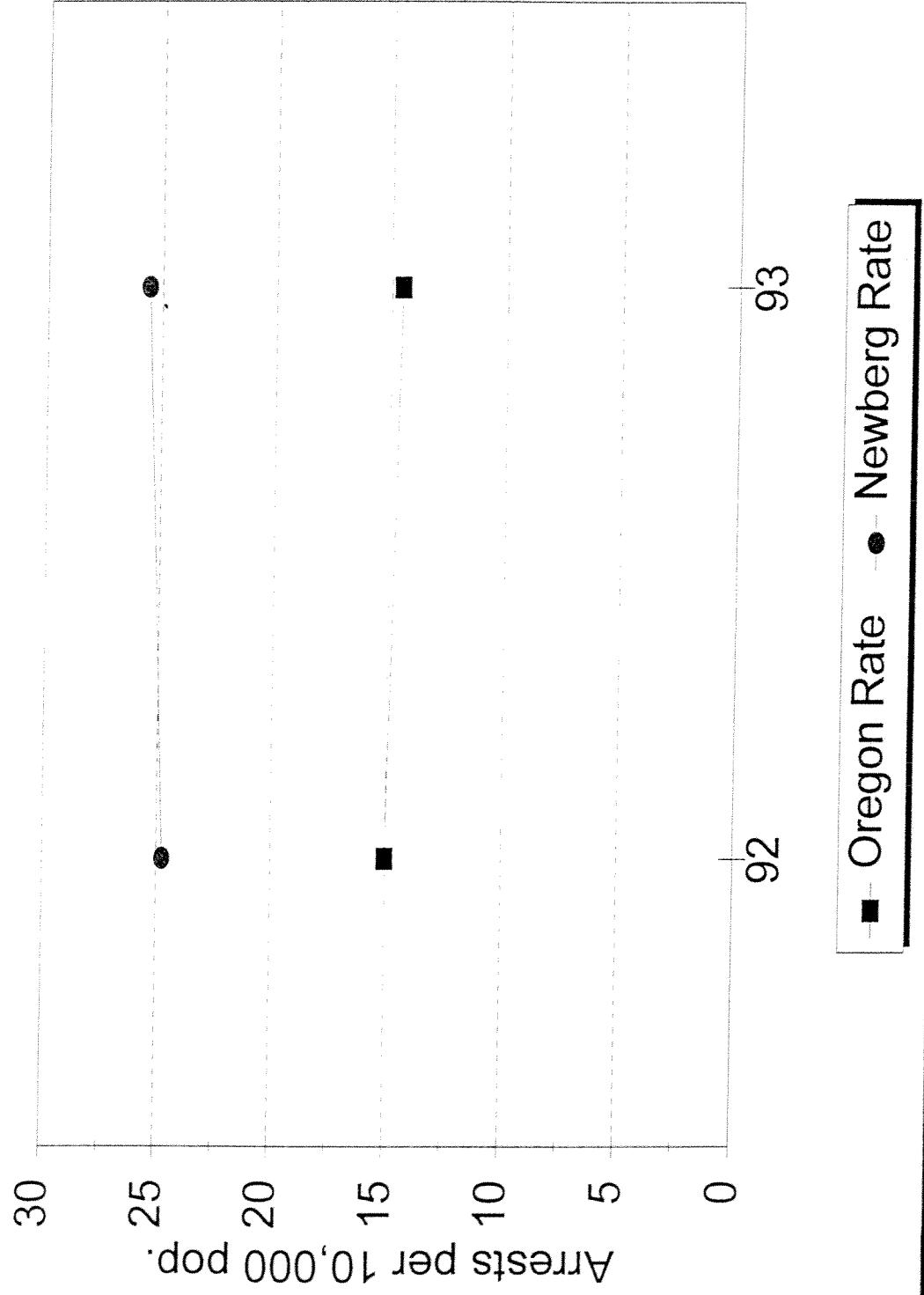


Reported Weapons Offenses

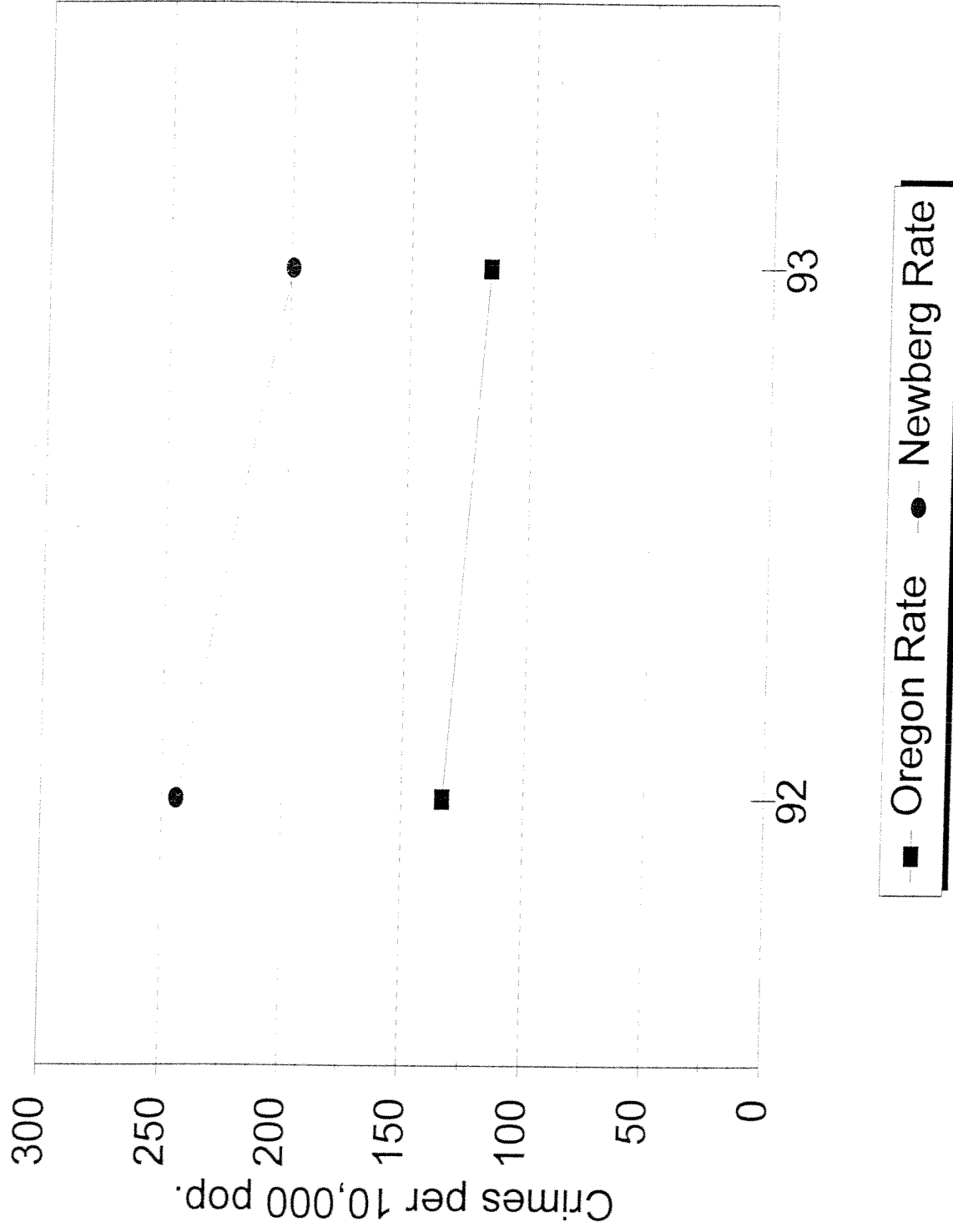


Alcohol Related Arrests

10 - 17 year olds

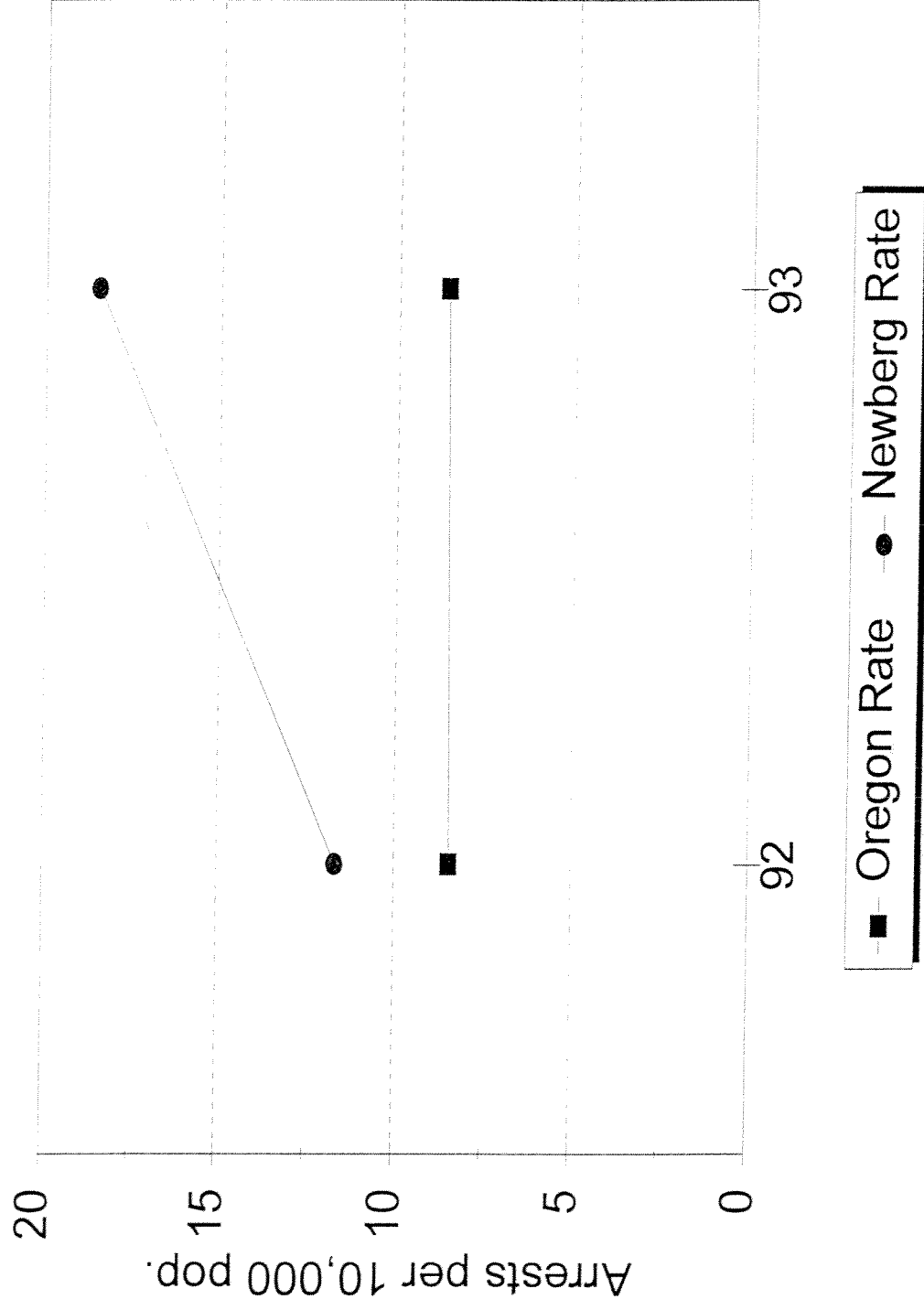


Alcohol Related Crimes

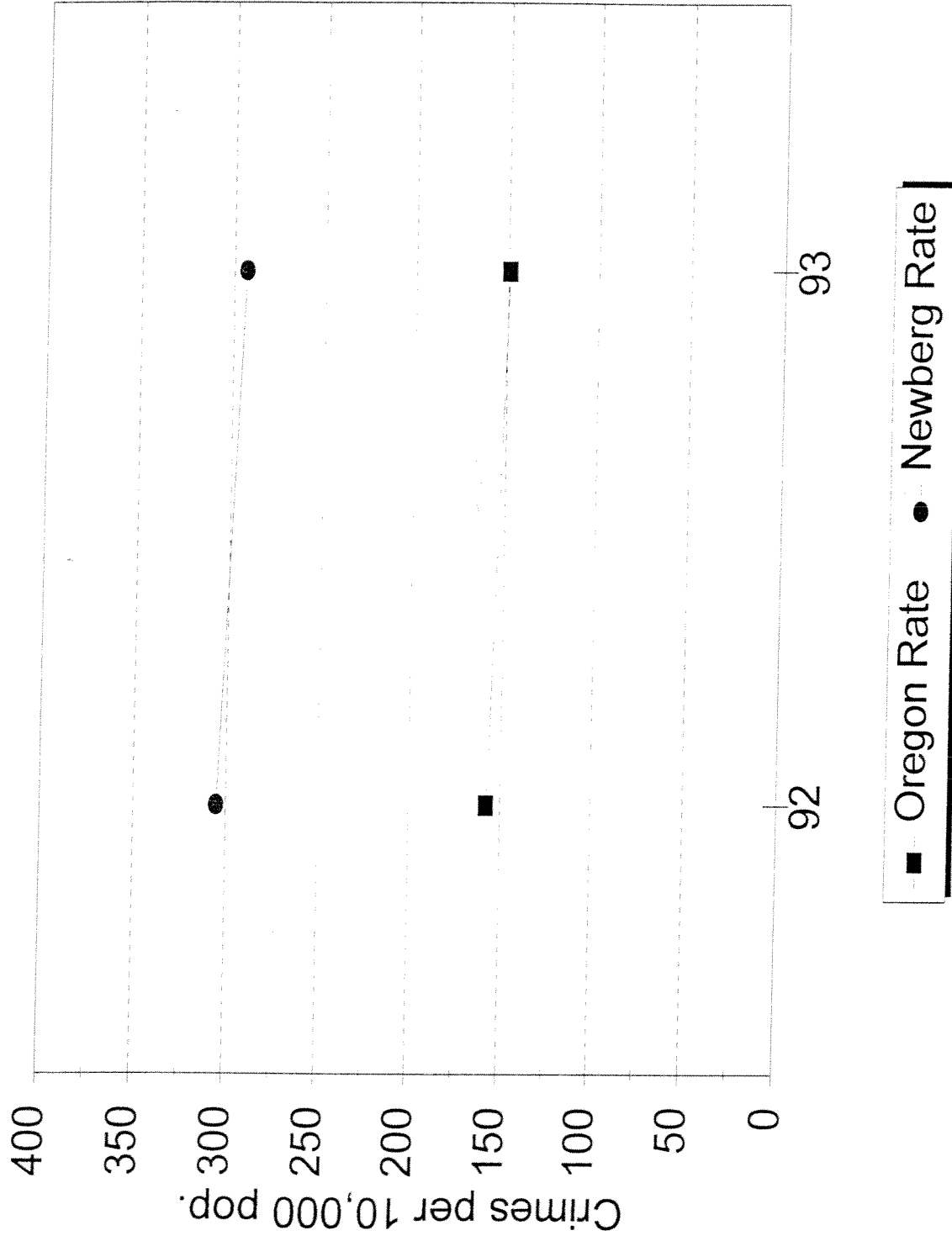


Vandalism Arrests

10 - 17 year olds

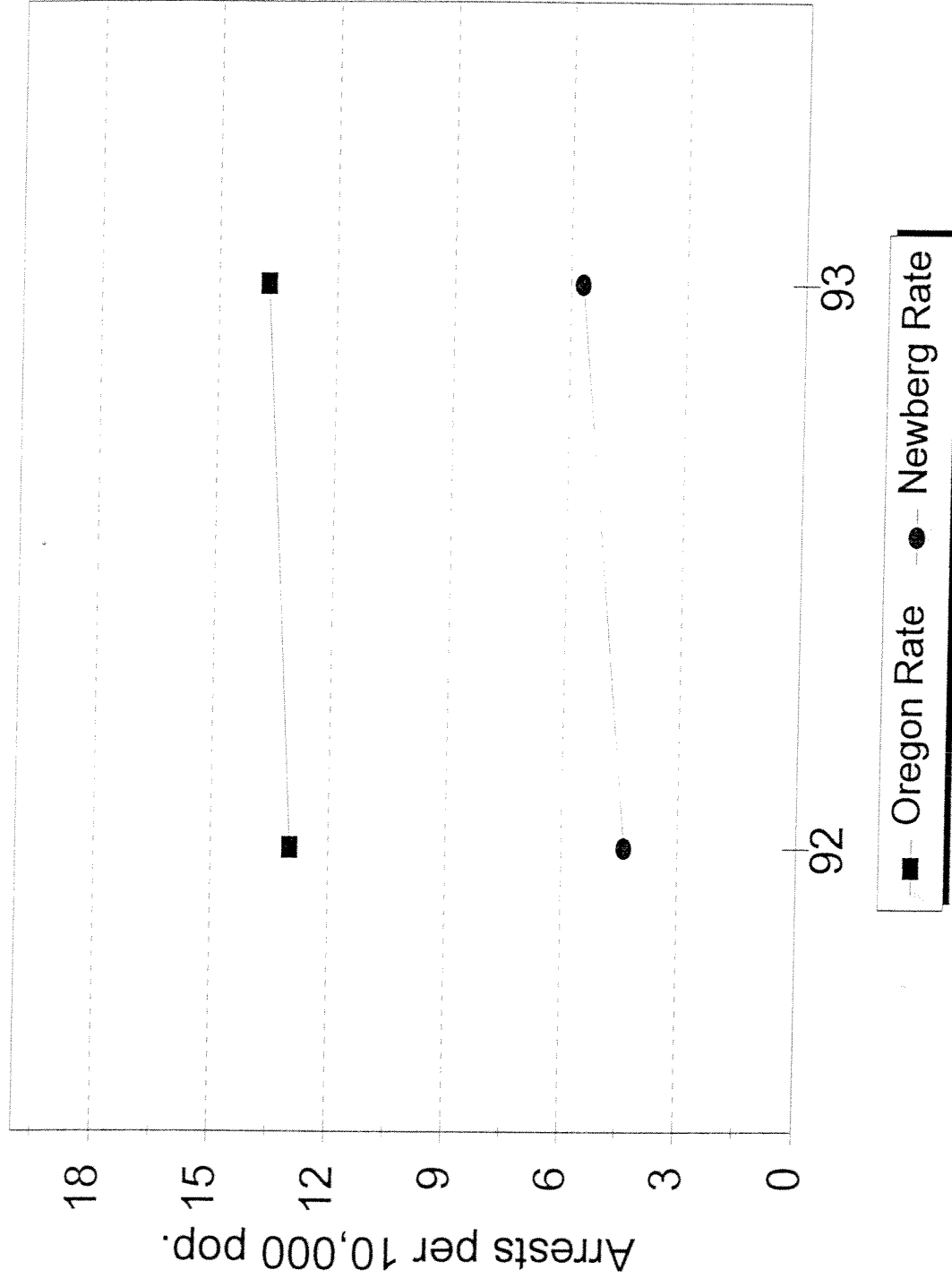


Reported Vandalism

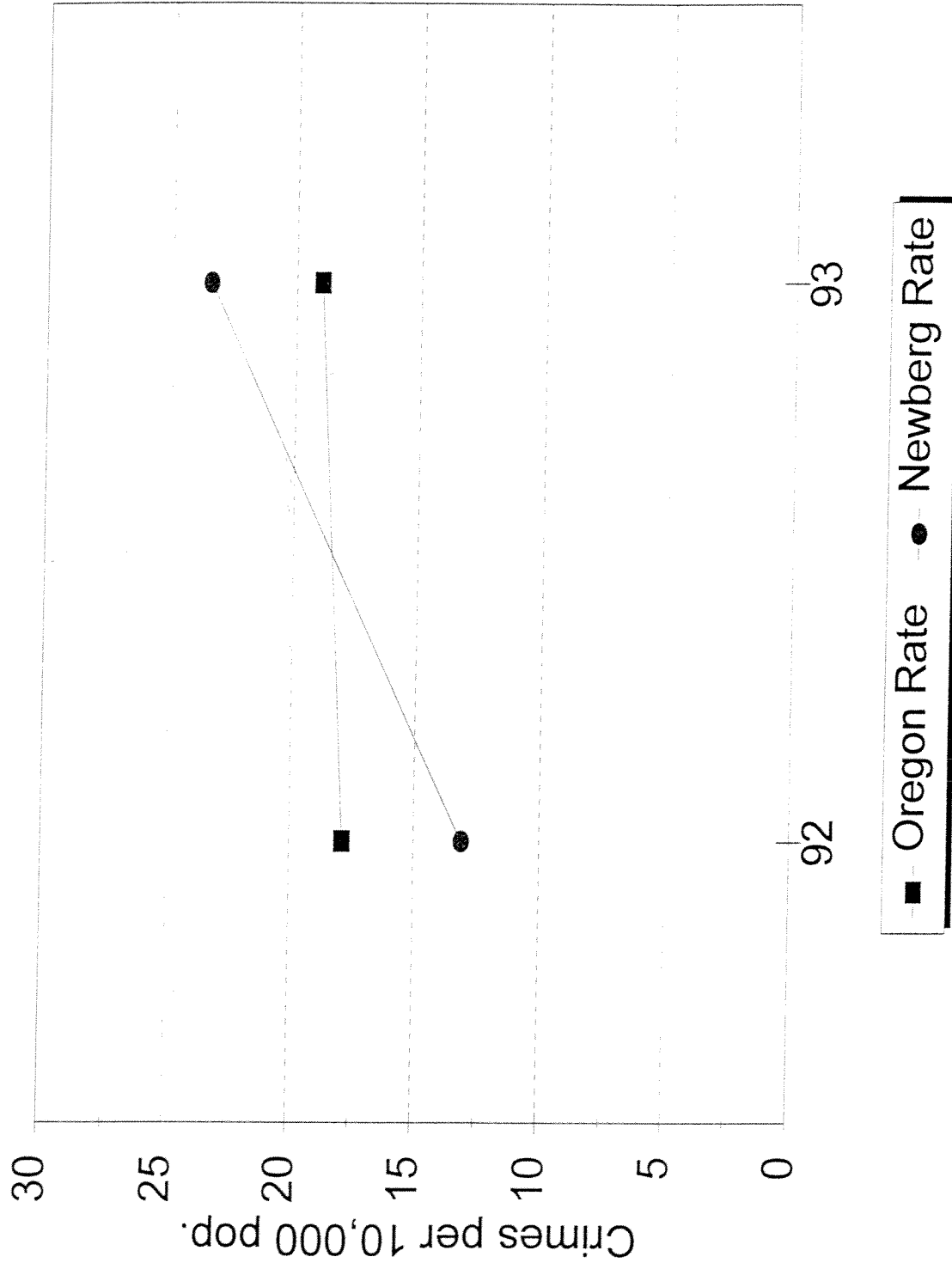


Curfew Arrests

10 - 17 year olds

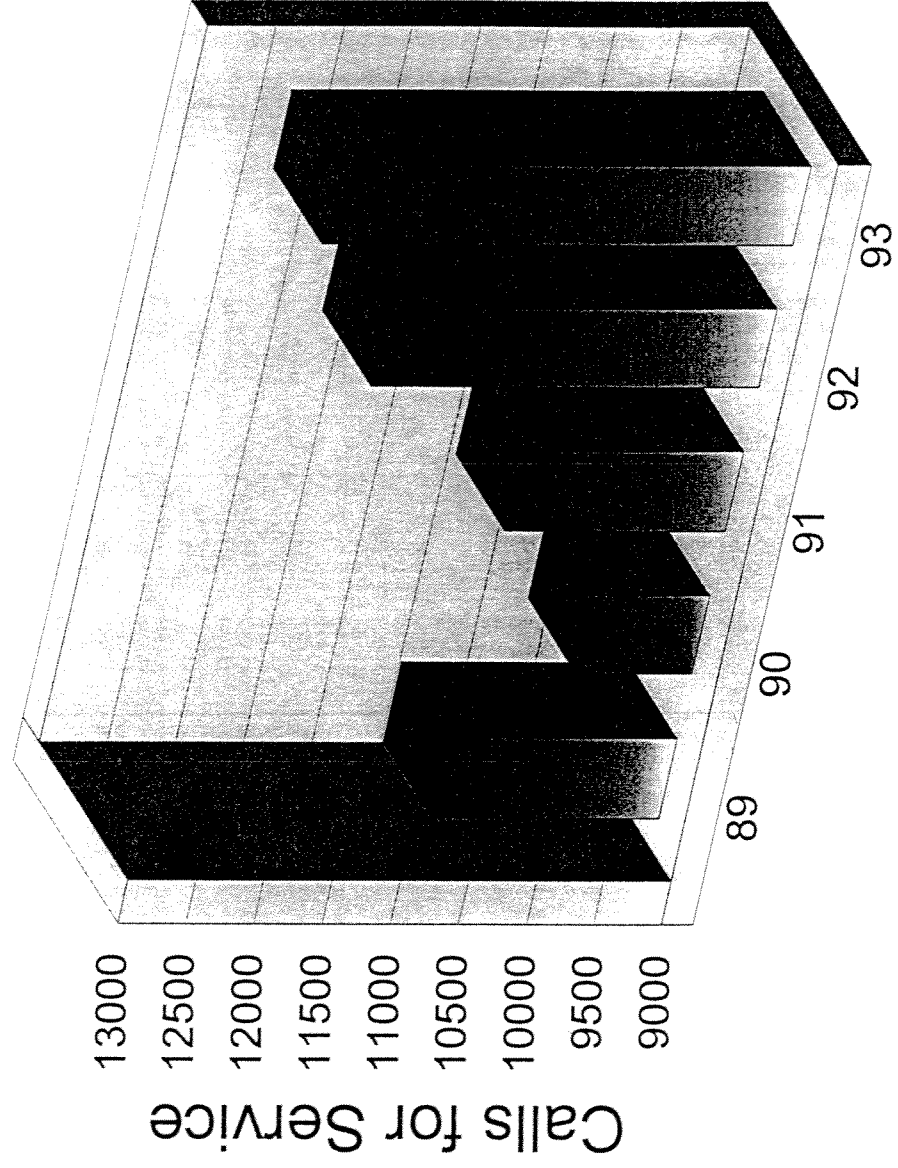


Curfew Crimes



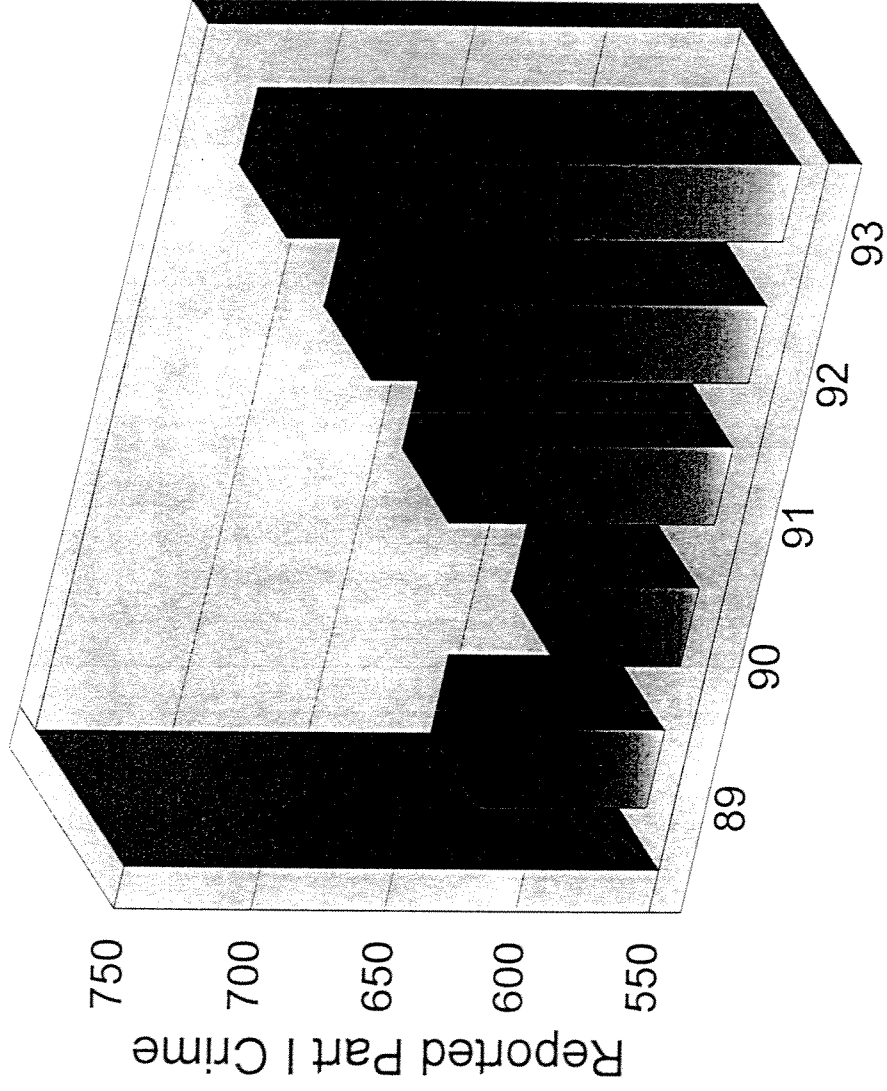
Calls for Service

Newberg Police Department



Part I Crime Trends

Newberg Police Department



Officer Staffing Level

Newberg Police Department

