



AGENDA

<u>Police Advisory Board</u>	
Date & Time:	Thursday - June 15, 2017 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

P.A.B. Members:	Council Liaison:
Chris West-Chair	Council President - Jennifer Harris
Amy Miller-Juvé-Vice Chair	City Staff:
Ed Contreras	Jeff Groth - Police Chief
Diane Foster	Angie Hass - Executive Assistant
Camryn Fox	
Taylor Funrue	
Rich Miller	
Bob Silverforb	
Laurie Zwingli	

Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. Continue discussion regarding gathering community input for traffic safety issues.
6. Councilor News
7. Staff Report(s)
 - a. Moving forward from staffing study. Follow-up report, possibility of formal community survey to gauge desires and willingness for a levy or fee.
8. Citizen Comment
9. Adjourn (Chair)

Approved Minutes



Meeting Minutes



<u>Police Advisory Board</u>	
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1. Call to Order (Chair)

Chair Chris West called the meeting to order at 7:00 p.m.

2. Roll Call (Chair / Staff)

Board Members Present: Chair Chris West, Vice Chair Amy Miller-Juvé, Ed Contreras, Diane Foster, Rich Miller, Bob Silverforb and Laurie Zwingli

Board Members Absent: Camryn Fox and Taylor Funrue

Staff & City Council Liaison Present: Chief Jeff Groth, Executive Assistant-Angie Hass and Council President, Jennifer Harris

3. Approval of minutes (Chair)

May 18, 2017 Meeting Minutes

Bob made a motion to approve the May minutes as written. Laurie seconded the motion and all board members approved.

4. Board Member Announcements (Chair)

Laurie reported that the Foundation had their first fund raiser dinner and it was a fantastic success. They exceeded their expectations and hopes. They raised over \$30,000 and are

very grateful to the community. It was a lot of fun and there were a lot of great people involved and attending. The main goal was to get enough money to purchase a new ballistic shield for the patrol officers. They were aiming for two, but may have enough money for three. They are waiting to get the wish list from the Chief for other items needed.

Chair West shared that Sandy Flint is a Senior FBI agent, as well as a Sherwood resident. She is his neighbor and he was happy to learn that she was able to be with Jason Goodding's family in Quantico for an event during the recent Police Week.

5. Business (Chair)

a. Continue discussion regarding gathering community input for traffic safety issues.

Chair West asked Vice Chair Miller-Juvé to start off the discussion, as he wasn't in attendance at the last meeting. Vice Chair Miller-Juvé stated that it was decided that an electronic survey was not the route they'd like to take. Chair West asked the Chief if money is available to do study. The Chief explained the process and who they would need to speak to. He is in favor of a study and feels that it would be good to ask the community other needs, besides just traffic safety. He stated there are local companies that they could work with.

Vice Chair Miller-Juvé said that they did talk about looking at the Matrix Staffing Study and discussed pros and cons with using that information.

Chair West stated that he does this a lot for a living and shared a study they are doing and believes that could get good data if able to get 250 residents to participate. They could ask specific questions such as concerns with law enforcement, along with traffic safety, ask also if willing to pay more to support additional SRO, etc. It would be good to have a good base sample, then can compare down the road. He thought it would be a worthwhile expenditure, given the challenges that are faced in this area. Ed asked if they would want the questions to be specific. Chair West said yes and gave examples of some questions. The first two questions to ask would be if they were over 18 and a registered voter. They would need to ask how the resident feels things are currently. Can also ask open ended questions, such as what is the most important law enforcement issue to you? Could have specific questions with ranking. Usually, the last questions are demographic. Bob stated that it sounded like a more generic survey. Chair West said that he would want to broaden a bit, to include issues beside traffic safety. Bob was concerned that they may not get what they're looking for if questions aren't more specific. Chair West would like to see 3-4 questions specific to traffic, as well as drugs. All board members have heard from citizens that say traffic is a problem. Vice Chair Miller-Juvé said that the group needs to decide on objectives, then need to work with a company to determine how best to get a better sample.

Bob pointed out that before approaching the City Manager and City Council, they need to come up with something specific. He also doesn't feel that a phone survey is the best route. Laurie agreed that phone surveys might not be the best route. She feels that going out and talking to folks is the best way to go and this has already been done. Not sure if the Council will approve since they've already done. Vice Chair Miller-Juvé didn't disagree, but is not opposed to doing a survey. Wants to get best information. Chair West stated that a well designed poll does give you information. Probably talking \$5,000-\$7,000. Diane asked if the calls go to land lines, given most people don't have land lines. Chair West explained that they use both cell and land. Vice Chair Miller-Juvé said that there are other ways to do polls without calling. Explained how, recently, they had one at her work that was online. Rich asked for some clarification. With the information already collected and, based on the Matrix Study, can they not put forth a request without doing a more formal poll? He feels like maybe it is time to just drop and move on to other business and shared some of his concerns. Chair West stated that he did not disagree.

The Chief stated that this was a very good discussion and confirmed that the survey does need to be specific. He will need to talk to folks that are in this business, which would be a good first step. He would then let the Board know what would need to be included. He won't write the questions, but there does need to be specific talking points. The pollers will use their expertise. The City Council wants to know what the community wants. He doesn't believe they have that. He wants data to tell him where they need to go and needs that input from the community. He doesn't know if phone calls are the best option and suggested the possibility of a mailer. He described a time that an online survey was conducted and stated that it was difficult to know who exactly is taking the survey. Could be that it is not a resident. He has been told that results of those surveys are deemed not scientific. He would like to finalize, so no-one can say it wasn't a scientific study. He doesn't feel that the survey from Matrix provided what he wanted. He would like input from 1,000 residents and feels that is a realistic goal.

Laurie pointed out that getting people to vote is a challenge. Doesn't feel a phone survey is the route to go. She likes a more person to person connection and wonders where the funding would come from. Would it come from the police budget or the general budget? The Chief explained that it would likely be a one time expenditure and would most likely not affect the PD budget. There are challenges with face to face polling. One is having zero control over where conversation goes. Laurie recently had someone come to her stating that they had issues with skateboarders coming through Old Town sidewalks where people are sitting and wondered if something could be done. Laurie had brought it to the PD staff's attention and was told they were doing the best they could. How would there be money for a survey if not enough to help patrol Old Town. The Chief explained how it is different and that money comes out of different buckets.

Laurie stated she was talking more about money for putting signs out in Old Town for skateboarders. The Chief stated that there were signs last year and it did help. Explained that it is illegal for skateboarders and bike riders are not allowed on sidewalks. Unless an Officer happens to be driving by at specific times, it is hard to enforce.

Rich said the Police Advisory Board wants to be an advocate for Law Enforcement. He strongly supported the Staffing Study and thought that was what the City wanted. He feels a little frustrated. He is supportive of more information and wants the best. He believes that the public might ask, "why are we doing this again?".

Ed explained that he looks at it as a different study and the Chief said that was correct. There is no doubt in his mind whether or not the community is happy. Some things are clear, such as School Resource Officer need, but not Detective. Rich clarified by asking if more data is needed and the Chief stated yes. The Chief said that he is always going to want input and is never going to go out on a limb. When talking about traffic safety, we are into muddy water. The Matrix Study wasn't clear. He went on to explain and stated that challenge is needing to know where the Department needs to be going. For nine years he has been trying to get where he thought they needed to go. They weathered a pretty bad economic storm, with a pretty tight budget and doesn't know how the City is going to pay for all that is needed in the next couple years. They need to start thinking ahead.

Vice Chair Miller-Juvé explained the process she goes through when presenting an argument and that it is so important to have data. Council President Harris agreed and stated that she gets many different opinions at Council Meetings. Getting data from other regions, for example, looking at Tualatin which is just a little ahead of us, in growth. The City Council takes a look at what communities around the area do.

Chair West explained a bit about public opinion research. The pollsters that would be considered, would draft and contact local jurisdictions to prepare questions, etc. He commented on sample numbers and stated that for the whole State of Oregon, 600 is the goal. Getting more people doesn't get you more. They need to know about getting a levy on the ballot. If the goal is to put before the City Council, they are going to need more statistics.

6. Councilor News

Council President Harris reported that budget meetings are done and that the budget is super tight. Spent some time discussing PD staffing and felt that this is a timely conversation. The Budget is balanced.

They are currently in negotiations with the School District, as the District may purchase City property for new schools. This would provide more money for the City. The budget shortfall is primarily from PERS.

Things are moving along with the YMCA and the Council will be meeting with representatives soon. Tualatin Hills Park and Rec and the YMCA are two strong options. There were a total of five RFP's submitted. They hope to know by August which direction to take.

Dan King has resigned from the Council. They will have an election in November for his replacement. They will have someone fill in, in the meantime.

Cannabis is back on the ballot. She shared an experience from a recent tour of a cannabis facility and mentioned that Board Members were welcome to do so as well. She would be happy to set something up.

The Sherwood float won a prize in the Rose Parade. It was reported that 4 million people watched the Rose Parade. This was a great representation of Sherwood. The Rose Festival is one parade where only natural products are allowed on the floats. Said it is a lot of fun working on the floats and that this is an amazing thing for the Sherwood community. They are always open to ideas for future floats. Gave credit to Leah and her husband for getting the float up and going.

Budget Committee has openings if anyone knows of someone interested in being part of.

7. Staff Report(s)

a. Moving forward from staffing study. Follow-up report, possibility of formal community survey to gauge desires and willingness for a levy or fee.

The Chief feels like there needs to be more follow up on the Matrix Staffing Study. Asked board members if they feel that they have read over carefully or if they would like to go over more. Vice Chair Miller-Juvé read all of bullet points. If the board is going to talk about the Matrix Staffing Study, they will need to go back and review. Chair West said that the board and community spent a lot of time focusing on one thing and that was the nighttime staffing by Washington County. Thinks it would be good for the board to go over again, make note of what's been changed since it was done, etc. Ed stated that he has read the study and didn't agree with some of the recommendations. Bob agreed with Chair West, that the focus was on the Washington County coverage. Rich would like to have it resent to him. He was told that it is available on the City website for review. Diane said that she would also like to read again. Before they venture out for additional information from the community, they should take a relook - in addition to looking at what other nearby communities are doing. Chair West stated that after reviewing, they could then present to the Council. He felt that was that would be the way to go. Chief thought that sounded good and that the may want to consider a joint work session.

The Chief said that board members need to know that there are some challenges with the report, not the staffing study and gave a couple examples. It seems that there are conflicting recommendations regarding staffing, supervision, officer availability, etc. In order to get where it was recommended, they would need to have 16 patrol officers and they don't. Talked about follow up investigations, what was recommended and what is currently being done. He gave an example of a recent situation where patrol officer spent hours on investigations which took him away from patrol duties. The way the call numbers were determined, isn't accurate. Explained why and how it could be more accurate. Also went over the suggestion for Washington County taking over during night time hours. The Challenge for him has always been that there is also good information in the report. What he has heard from everyone tonight, is that it is important to learn what surrounding communities are doing. This was not included in the Matrix Study. He feels that the process was valuable, but follow up needs to be done.

In order to get more funding for the Police Department they can do things other than a levy and can, instead, add a utility fee and explained how that would not just target property owners, but all residents. The Council doesn't have the authority to add a fee, but can remove a fee. A lot of communities are finding that fees are far more equitable than a levy. Council President Harris mentioned that her niece in Newberg has a "community policing" charge on her water bill and asked the Chief if that is what he is talking about. The stated yes. Chair West and Rich commented on the fee. Council President Harris stated that Newberg's fee is \$2.88/month. Ed shared his opinion and believes that residents may feel the same about a fee as they would a tax.

Chair West asked about the two new recruits and what date they will graduate from Academy. They will graduate on 9/8/17. The Chief explained the training they will then receive when they are done at the Academy. It will be approximately 12 months before they will be on their own.

Laurie asked if one spot is still open. Chief said they are still working on and will have news by next meeting. Diane asked if that person will be assigned the SRO position. The Chief stated that they would be. Chair West asked if the candidate is a lateral and the Chief stated that he was. Laurie asked when they would be able to be in the schools this next school year. Chief said that maybe not the first day of school, but not too long after. They will have to go through training with the PD, then can be on their own. The candidate currently works for a Washington County agency, so is familiar with the radio, report writing, etc.

8. Citizen Comment

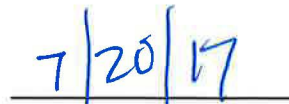
No Citizen Comments.

9. Adjourn (Chair)

Chair West adjourned the meeting at 8:35 pm.

Approval of Minutes:


Chair Chris West


Date

Attest:


Angie Hass, Executive Assistant


Date

Sherwood Police Advisory Board Meeting

Date: June 15, 2017

List of Meeting Attendees: N/A

Request to Speak Forms: N/A

Documents submitted at meeting:

June 15, 2017

ATTENDANCE SHEET

PHONE[illegible]

Sherwood Police Advisory Board Meeting Date: June 15, 2017

CITIZEN COMMENT SIGN-UP SHEET

(PLEASE NOTE: 4 MINUTE TIME LIMIT)

NAME

ADDRESS

PHONE

TOPIC
