



AGENDA

Police Advisory Board

Date & Time:	Thursday - February 15 th , 2018 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

P.A.B. Members:	Council Liaison:
Chris West - Chair	Councilor Kim Young
Amy Miller-Juve - 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)
6. Councilor News
7. Staff Report(s)
 - a. Body Worn Camera Implementation
 - b. Internal Promotion Process & Police Officer Recruitment
 - c. Five re-appointments forwarded to Mayor & Council, will be seeking applications for four remaining positions.
8. Citizen Comment
9. Adjourn (Chair)

Approved Minutes



Meeting Minutes



Police Advisory Board	
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1. Call to Order

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

2. Roll Call

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

Board Members Absent: Taylor Funrue

Staff & City Council Liaison Present: Police Chief Jeff Groth, Executive Assistant Angie Hass and City Councilor Kim Young

3. Approval of Minutes

January 18, 2018 Meeting Minutes

Mr. Silverforb made a motion to approve the January meeting minutes. Vice Chair Miller-Juvé seconded the motion. All voted in favor to approve.

4. Board Member Announcements

Mr. Miller suggested discussing protocol in the event of a school shooting. This topic was suggested due to the recent school shooting in Florida. The Chief stated that there would be a presentation and discussion at the March meeting.

Ms. Fox shared that there had been an incident recently at her place of employment, Dutch Bros, and said it was nice to see how the Sherwood Police responded. Councilor Young inquired as to what happened. Ms. Fox went on to describe the incident. The Chief shared that he had also been in the area at the time.

Vice Chair Miller-Juvé stated that she had talked to several people regarding the proposed speed enforcement on HWY 99 and that overall, everyone was in favor. She said that several of them said they would actually prefer the speed enforcement over the photo red light enforcement.

Chair West spoke of a recent interaction that he had with a Sherwood Officer as a result of him driving in the bike lane on HWY 99. He said it was handled very professionally and it was a teachable moment. Ms. Zwingli asked about the teachable moment and Chair West shared that even though there is a long line of cars at the light, "don't drive in the bike lane" in order to turn right.

Chair West said that the biggest thing he wanted to share with the Board was his recent attendance at the City Council Work Sessions. He stated that he has been attending Work Sessions for over a decade and feels that how the current Council interacts and gets things done is impressive. He shared that the Police Advisory Board received some accolades at these sessions as well. He feels that things are running very smoothly, and that the Council is addressing the things that need addressing. He went on to thank Councilor Young for her part in that.

5. Business

The Chief suggested that the next order of business be voting for the new Chair and Vice Chair. Chair West asked if that should wait until the next meeting. The Chief stated that, technically, it should have been done last month. Mr. Silverforb shared his feelings on how well Chair West has done this past year. Chair West said that he plans to stick around and would be willing to Chair the next year. He asked if there were any other nominations. All Board Members were in favor of Chair West continuing as Chair. Ms. Foster asked what all would be required for the Vice Chair position such as, time commitments, etc. The Chief stated that the Vice Chair would need to be willing to fill in when the Chair is not able to attend meetings, would need to respond to e-mails and occasionally assist with projects. Mr. Silverforb made a motion for Ms. Foster to assume the Vice Chair position. Mr. Miller seconded the motion and all Board Members voted in favor.

6. Councilor News

Councilor Young shared that the idea of a skate park is up for discussion again. Some Council members have been reaching out to the community to see if there was still an interest, locations for consideration, etc. This topic will be on the next City Council meeting's agenda.

She reported that the Sherwood State of the City Address is scheduled for March 5th and will be held at the Center for the Arts. She thinks it's pretty cool that even though Mayor Weislogel is an Interim Mayor, he still wants to do it.

7. Staff Report(s)

The Chief stated that he will not be in attendance at the March meeting and Captain Ty Hanlon will be filling in.

a. Body Worn Camera Implementation

The Chief shared that Body Worn Cameras (BWC) will be received by the Sherwood PD via a grant obtained through the Hillsboro PD. In the months ahead, the Sherwood PD will be implementing a full BWC Program. It will probably be mid-summer when the cameras will start being used, as training will need to take place first. The five year contract includes a Taser device for every officer and cloud based storage for all the video. The cameras will be worn either on an officer's lapel, eye glasses or they can secure on their hat. The battery pack will be stored on the belt. The Chief stated that he is glad to be at this point where they are able to implement the program.

Mr. Miller asked what the liability is for the contractor providing the cameras for the trial period. The Chief explained that the program will all be based on State statute. Everything is all spelled out and the settings will be established in the systems. This applies to work product, reports, etc. The retention periods for the videos will vary depending on the type of crimes. The settings will all be established as part of the system. Mr. Miller asked if it would be possible for the company to come back and say they want to charge more as they may run out of storage space for the videos. The Chief stated that within the five years, the storage space is unlimited.

Ms. Zwingli asked if there will be enough cameras for each officer to have one. The Chief stated that there would be and explained how the payment process works. Ms. Zwingli asked if the City will pay for that and the Chief replied that the City would.

Ms. Zwingli talked about how Sherwood is growing and wondered if the grant would include more cameras if more officers were added to the force. The Chief stated that wouldn't be a problem and that there would be enough for everyone. He explained how they could get more, if needed, but didn't feel it would be necessary. Vice Chair Miller-Juvé asked if K-9 Irma would get a camera. The Chief stated that she wouldn't.

Ms. Fox asked the Chief for an explanation of the benefits of officers having cameras. He went on to explain how the officers would turn cameras on when needed and that when in the cars, the camera will automatically turn on if the emergency lights are activated. He shared that where the camera is placed is very important and the value of having near where their vision is. The cameras will capture the scene and what happened. Will also

document what the officer said or didn't say, what they do and didn't do. Stated that there have already been cases where a suspect described a situation how they saw it and when video was viewed, saw that it was much different than how they remembered it.

Mr. Contreras asked if, in some situations, it is up to the officer's discretion whether or not to activate the video camera. The Chief explained that was the case and when cameras are turned off intentionally, the officer would state why they turned it off, such as in a sexual assault or in a case where there was a child victim. Vice Chair Miller-Juvé asked if officers are required to state that the conversation is being recorded. The Chief replied that was required. Vice Chair Miller-Juvé asked if the person can decline being recorded. The Chief stated that is not an option. Mr. Miller asked if the cars have dash cams. The Chief replied that they do not. Ms. Foster asked about the School Resource Officer (SRO) and if his recordings would be more at his discretion. The Chief stated that for the most part, the SRO would probably not have his camera on, but would have it available if he got called out on a call.

Mr. Miller asked if the company providing the cameras would be responsible for maintenance. The Chief explained how the cameras work and the downloading of the videos onto the cloud system. The Evidence Manager will go in and assign case #'s. Chair West shared how beneficial it was that the Hillsboro PD put this all together and gave kudos to the Chief and his relationship with Hillsboro.

Chair West added that the City Council did give the go ahead for the photo speed enforcement program and that he let them know that the Police Advisory Board supported the program, as well. The Chief stated that he will be starting the RFP process in moving forward for both red light and speed enforcement. He added that he does expect the current photo red light enforcement vendor to submit a proposal.

b. Internal Promotion Process & Police Officer Recruitment

The Chief reported that they are in Phase One of the promotion process for Captain. All three Sergeants are vying for the position. He hopes to have the new Captain named by the next meeting and present for introduction to the Board. The Sergeant position will then be opened up to the Department. Chair West stated that he had recently seen the opening posted for the officer position.

c. Five re-appointments forwarded to Mayor & Council, will be seeking applicants for four remaining positions.

The Chief said that they will begin posting the Police Advisory Board openings on the City website soon. Once the applications have been received, Councilor Young, Chair West and he will conduct interviews. He asked Ms. Fox if she knew of any students interested. She could not think of any at that time.

The Chief asked all Board Members to attend the March meeting if at all possible.

Mr. Silverforb asked if there is a test that someone who is being promoted will have to take. The Chief replied that they do not utilize any written test or exam and explained that it is a three phase process, as they are all internal applicants. In the past, they have utilized an assessment center which tests the applicant's skills and abilities including interviews and scenarios. In this situation, he didn't feel it would be necessary. Councilor Young asked who would be conducting interviews. The Chief explained that the first interview would include a Chief from another Department. The second interview will include a few from the Department and City and the final interview will be with himself and possibly Captain Hanlon.

8. Citizen Comment

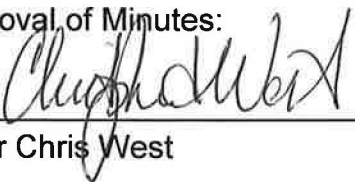
There were no citizen comments.

9. Adjourn (Chair)

Chair West checked with the group to see if there was any more business to discuss. As there was not, Mr. Miller motioned to adjourn and Mr. Contreras seconded the motion. All voted in favor.

The meeting was adjourned at 7:45 p.m.

Approval of Minutes:


Chair Chris West

3/15/18
Date

Attest:


Angie Hass, Executive Assistant

3/15/18
Date

Sherwood Police Advisory Board Meeting

Date: February 15th, 2018

List of Meeting Attendees: N/A

Request to Speak Forms: N/A

Documents submitted at meeting:

Sherwood Police Advisory Board Meeting Date: February 15th, 2018

CITIZEN COMMENT SIGN-UP SHEET

(PLEASE NOTE: 4 MINUTE TIME LIMIT)

NAME

ADDRESS

PHONE

TOPIC

Sherwood Police Advisory Board Meeting Date: February 15th, 2018

ATTENDANCE SHEET

NAME

ADDRESS

PHONE
