



## AGENDA

Police Advisory Board	
<b>Date &amp; Time:</b>	Thursday - April 19 <sup>th</sup> , 2018 7:00pm
<b>Location:</b>	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

### Attendees

<b>P.A.B. Members:</b>	<b>Council Liaison:</b>
Chris West - Chair	Councilor Kim Young
Diane Foster - Vice Chair	<b>City Staff:</b>
Jason Burdge	Jeff Groth - Police Chief
Andy Jensen	Angie Hass - Executive Assistant
Ralph Lohman	
Rich Miller	
Bob Silverforb	
Megan Thornton	
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. Welcome New Board Members-Chair
  - b. Topics to be Tackled in "2018"
6. Councilor News
7. Staff Report(s)
  - a. Internal Promotion Process Update
  - b. Police Officer Hiring Process Update
8. Citizen Comment
9. Adjourn (Chair)

# Approved Minutes

## Sherwood Police Advisory Board Meeting

Date: April 19<sup>th</sup>, 2018

List of Meeting Attendees: Neil Shannon

Request to Speak Forms: N/A

Documents submitted at meeting:

N/A

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# Meeting Minutes



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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 Diane Foster, Jason Burdge, Andy Jensen (arrived shortly after start time), Rich Miller, Megan Thornton and Laurie Zwingli

**Board Members Absent:** Ralph Lohman and Bob Silverforb

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

Chair West welcomed new Board Members, Jason Burdge and Megan Thornton, and asked them to tell the group a little about themselves. (Andy Jensen arrived after this introduction.)

Ms. Thornton stated that she is the owner of Northwest Benefit Strategies, a health insurance agency in town. She has been married for 10 years this June and has a 5½ year old son. She has always been involved in the community but hasn't been involved on the public side. She wants to start learning more about the public side and ways that she can help in that arena as well.

Mr. Burdge stated that it was an honor to be there. He is a former Police Officer, retired 20 years ago. He is a current resident of Sherwood and has two children, ages 6 and 4½. He is interested in the community, community safety, safety of our Police Officers and all their support staff. Professionally, he does non-profit fund raising. He looks forward to helping out as much as he can.

Mr. Jensen shared that he has been a resident for about 12 years. He has a child who has gone through Sherwood schools and is currently away serving on a mission at a church in Nicaragua. He has a senior and a freshman as well. He works for PGE as a Program Manager and they are 22 days away from going live with a \$150,000,000 project, so work is a little bit busy. He has served on the Charter School Board a couple of times, the School District Budget Committee and the Long Range Planning Committee. He loves Sherwood and wants to do his part to make it a better community. He thinks the Police Force we have here is a big part of the livability of Sherwood, so he wants to get involved in that and make sure that there's good citizen input. He added that he looks forward to being a grandpa someday.

### **3. Approval of Minutes**

#### **March 15, 2018 Meeting Minutes**

Ms. Zwingli made a motion to approve the March meeting minutes and Mr. Miller seconded the motion. All voted in favor to approve.

### **4. Board Member Announcements**

Chair West explained to new members that at the beginning of each meeting they will have an opportunity to share news items.

**Ms. Zwingli** started off by saying that tickets are now available for the Sherwood Police Foundation fundraiser dinner on May 19<sup>th</sup>. Chair West said that there is a table reserved for Police Advisory Board members. Mr. Jensen let Ms. Zwingli know that when he tried to buy a ticket on the website, it wasn't working properly. She will look into it. Ms. Zwingli was asked what the monies raised have been used for in the past. She stated that this will only be the second event for the Foundation. One of the main purchases from last year's event went to new ballistic shields for Patrol. The Foundation has done a lot for the SPD in the past. Ms. Thornton asked how much was raised last year. Ms. Zwingli stated that they raised \$35,000.

**Ms. Thornton** mentioned that the Sherwood Wine Festival is scheduled for June 29-30 at the Center for the Arts and will be a lot of fun.

**Vice Chair Foster** said that she likes following Comfort K-9 Mila's training on social media. Explained a little bit about the Comfort K-9 Program. She asked the Chief if Mila is at the PD all the time now. He responded that Mila is there a lot, but not all the time yet.

**Chair West** announced that there is a Drug Take Back event is at the PD on 4/28.

He said that he and Mr. Silverforb (as well as Councilor Young) attended the Community Traffic Safety Class on March 27<sup>th</sup> at the PD. It was an hour and a half long presentation given by Dr. Takallou and went on to share a few of the presentation highlights. He shared that the number of vehicle deaths in the U.S. is a huge number and it is not improving. There is more distracted driving than there was five years ago. Dr. Takallou highlighted the importance of the four E's: education, engineering, enforcement and EMS. The key thing is educating, doing enforcement and making sure things are designed and engineered to minimize accidents. Stated that what Dr. Takallou presented was really informative. One of Chair West's huge take aways was how important enforcement is and that you're not going to change behavior without enforcement. He felt the presentation was worthwhile and Councilor Young agreed. Ms. Zwingli asked if the majority of distraction is primarily cell phone usage. Chair West said, yes, but that it's also that pedestrians are also being distracted by phone usage. Mr. Miller shared a recent experience he had as a distracted pedestrian. Mr. Jensen asked if the presentation was given by the folks who provide the photo red light cameras. Chair West replied that the presenter was a Professor of Civil Engineering at the University of Portland.

The Chief shared a bit about Dr. Takallou's background and stated that he is a Civil Engineer and has spent a better part of his career studying and researching traffic safety from all angles. The Chief considers Dr. Takallou a subject matter expert. Much of his work is sponsored through ODOT grants and he has worked with the State Police. The Chief described Dr. Takallou as an unbiased subject matter expert. The Chief said that they have talked about trying to get him back for another presentation. Unfortunately, the last presentation happened to fall during spring break and consequently had less attendees. He announced that the video of the presentation is available on the City's YouTube channel if anyone would like to watch it. He stated that Dr. Takallou has also done some training for the Police Department regarding the importance of enforcement.

Chair West announced that he will be away for the next month's meeting and Vice Chair Foster will Chair the May meeting.

## **5. Business**

### **a. Welcome New Board Members**

As Chair West had already welcomed the new Board Members, they went on to agenda item 5b.

### **b. Topics to Be Tackled in 2018**

Chair West said that he would like to hear everyone's two top topics they'd like to see tackled in the next year ahead. He shared that traffic and speed was his top topic. Second, is his concern surrounding drugs and youth and how to battle that challenge. Those are his personal priorities. He would also like to help see the PD get more staff.

Mr. Miller said that within two weeks' time, he was almost t-boned twice and that he also has concerns about speed. He is a big proponent of roundabouts and speed bumps. He would like to see some discussion on these. Secondly, he would like to have an ongoing report on the new speed cameras going in at Sunset Blvd and HWY 99. Would like to see the value. He suggested perhaps getting quarterly updates. Chair West stated that will include additional staff time, etc. The Chief asked Mr. Miller what all he would like included in the reports. Mr. Miller asked when the enforcement is set to begin. The Chief said they don't have a date yet. Mr. Miller said he would like to see numbers after six months and, ultimately, would like the report to show that the cameras are of value. The Chief explained what data will be available, including the total number of violations and number of citations. Mr. Miller asked if that was all that could be captured. The Chief said it would be the same as what's available for the Photo Redlight Enforcement Program. The Photo Speed Enforcement will be at SW Sunset and Tualatin-Sherwood and HWY 99 and will not be at all approaches. Mr. Miller reiterated that he just wants to know the difference it will be making.

Ms. Zwingli said community involvement and school safety are her top topics for the year. School safety is a big issue right now and feels community involvement and school safety go hand in hand. The City needs another School Resource Officer (SRO).

Mr. Jensen said that he echoed what Ms. Zwingli said. The PD's relationships with the community and having a visible presence can be a deterrent. School safety is a top priority for him as well.

Mr. Burdge would like a better understanding of what the Chief's goal is for the City and wants to make sure that the Board is tracking the progress. Making sure that communication between all the different entities are in alignment, along with the School District is a top concern. Mr. Jensen added that he likes seeing a Police car sitting in front of Hopkins. He believes it is important and very valuable.

Ms. Thornton's number one concern is school safety. She will soon be putting her son in school for the next 12 years. She shared that she has been in touch with the School District and knows that they are doing some things to increase safety. She would also would like to see another SRO. Secondly, she would like more understanding of and validation of the photo enforcement. She wants to know how it's making our community safer. She has observed people "gunning it" in order to make the light, which doesn't seem safe.

Vice Chair Foster said that it seems like traffic speed is an on-going topic, as well as school safety. She liked the idea of focusing on youth and drugs. This has been talked about before but doesn't know if the Board was able to make any real progress on that.

Vice Chair Foster asked the Chief about the potential roundabout at the new proposed High School. She wondered if it will be the City's project or the builders. Councilor Young said that the County had already planned on putting a roundabout in at that location. The School District will pay for an additional lane and ODOT will be involved as well.

## **6. Councilor News**

Councilor Young addressed Ms. Thornton's question regarding the photo red light enforcement. She said that the Chief conducted a presentation a few months ago and that it would help to answer some questions. The presentation should be available in previously posted meeting minutes. The Chief said that he would send a copy of the PowerPoint on to all.

Tuesday night was quite a lengthy meeting on the urban growth boundary decision. Heard from many folks, including citizens, developers, school district staff, etc. After hearing from everyone, the Council took all into consideration and in the end, voted 7-0 to withdraw the letter from Metro at this point. Can ask again at a later date. It was discussed that more planning needs to be done. It was decided to put on hold for another 3-6 years. A lot of work to do between now and then.

Coming up May 1<sup>st</sup>, they have a Work Session at 6:00. It will be open to the public. The SRO, Kelley Bertrand, will be present and will give a Program Update. During their regular meeting they will be proclaiming National Police Week, May 13<sup>th</sup> through the 19<sup>th</sup>. May 15<sup>th</sup> is National Police Officer Memorial Day. Will be asking for approval to roll out the Sherwood Residential Broadband Pilot Project, which will be offering services to residents. Currently, it is available only to commercial accounts. Some neighborhoods are already set up for this. They may want to expand at a future date. Also on the agenda for that night is the approval of the Redflex contract for the speed cameras and the red light. The Chief shared that the Redflex agenda item had been moved to another day. Councilor Young reminded everyone that the Police Foundation fundraising dinner is coming up, May 19<sup>th</sup>. Asked folks to show up and have some fun. Chair West stated that he won't be able to attend the Work Session and said that it would be great if one of the Board Members could attend. The Chief wanted to let everyone know that it is possible that the agenda could change between now and then.

## **7. Staff Report(s)**

The Chief announced upcoming events starting with the National Drug Take Back Day on Saturday, April 28<sup>th</sup>. Bill Collins and probably an Officer or two will be out front of the Police Department. Can just hand them your bags of stuff. It is thrown in a box, no questions asked. Ms. Zwingli asked about leaving labels on bottles. It was stated that it is not required to leave labels on, but it is preferred to leave medications in the original containers and explained how it works. Ms. Zwingli asked if it is illegal to possess the bottles if they don't have your name on them. The Chief explained how it is a completely different scenario when you are taking medications to be destroyed.

Saturday May 12<sup>th</sup> from 9-noon is the annual Shred Event and Food Drive at the Sherwood PD. This is planned every year to occur after Tax Day. The SPD partners with Pride Recycling for this event – two boxes of shredding maximum and a minimum of two non-perishable food items.

**a. Internal Promotion Process Update**

Chief Groth reported that Jon Carlson was recently promoted to Captain and last week, Randy Johnson was promoted to Sergeant. All of the internal promotions have been completed.

**b. Police Officer Hiring Process Update**

The PD is currently in the process of hiring two new Officers. Interviews were held that week and stated that they have some pretty good applicants. Captain Carlson is running this hiring process and will be working with the Human Resource Department.

The Chief commented on the earlier traffic safety discussion and recommended a couple articles to the Board Members. One is by the Rand Corporation. They are pushing a program called Vision Zero. It is a plan to bring the number of fatalities to zero in our country by 2050. The number one recommendation is to enhance enforcement. Every research group or report that is done, always comes to the same conclusion and that is that enforcement is critical to keep people alive on the roadways. A study that Dr. Takallou referred to by the National Traffic Safety Board made several recommendations on how to improve traffic safety. Again, they talked about enforcement and specifically called out automated speed enforcement and recommended that there needed to be better use of automated speed enforcement. If there were states that didn't allow it, they needed to legislate to allow it. The states that did allow it, they needed to work to enhance it. They found it to be a very effective tool. The Chief expanded by providing some statistics and explained that the issue is spread out at anytime and anywhere and stated that it is important to keep that perspective. Oregon had 500 fatalities last year. We are very lucky that we have not had a traffic fatality in Sherwood in several years and our numbers are actually pretty good. Crash data shows that we have had a reduction in crashes since the implementation of the photo red light cameras. That data goes to ODOT.

The Chief stated that since photo red light enforcement began, the number of red light runners has been on a significant steady decline. It is clear to him that it is working to get people to change their behavior. He will get that information to the Board. He anticipates that they will see very similar results with the speed enforcement. Once that enforcement begins, he is confident they will see a reduction.

There are 20 million cars that drive through Sherwood each year. The photo enforcement is not going to change everyone's behavior. The big point that Dr. Takallou made is that behavior is changed through enforcement. Traditional enforcement happens with a police

car sitting on the road. As soon as the police leave, speeding begins. The photo speed enforcement will help to cover speeders on HWY 99, which will free up Officers to provide enforcement elsewhere. He explained how resources have changed. He will not be proposing speed vans or any other type of automated speed enforcement in neighborhoods. SPD's data for the last 7-8 years shows that photo red light has reduced red light running. Mr. Jensen asked if the City Council gets a lot of complaints regarding the photo enforcement. The Chief said that when it first went in they got a little noise. He shared that only 8% of the citations go to Sherwood residents. It's primarily people that are driving through town. He suspects that will also be the case with the speed enforcement. When you look at the overall traffic volume, around 20 million driving through town a year, and you look at the number of citations issued, only .03% of all cars that go through the intersections receive citations.

Ms. Thornton asked if there is data to show accuracy. The Chief explained the process. The City leases all equipment from the vendor and the vendor takes care of the equipment. He shared that before any citations are issued, all violations are reviewed by the vendor first. A lot of them will get kicked out before they even get sent to the PD for review.

Mr. Miller asked if other intersections would be considered, in particular, Oregon Street and Tualatin-Sherwood as well as the street by U-Pull it. The Chief said that the intersection at U-Pull It is out of the Sherwood city limits. Three spots have been identified. Speeding at Sunset and HWY 99 going south and north show the greatest number of violators and the biggest concern is going north. They will be adding the speed enforcement to existing cameras. Mr. Miller asked about Oregon Street. The Chief said there aren't plans to expand there at this time. They would need to get more data. He explained that before photo red light went in, they received lots of data before any decision was made. Mr. Jensen stated that the City doesn't pay money to the vendor. The Chief explained how it works. He also shared that the SPD doesn't set bail amounts. Every citation carries a fine. A photo red light citation is same amount as a non-photo citation. The Officers don't write tickets for money, they write tickets for enforcement.

Mr. Burdge asked how the community is learning about this upcoming enforcement. The Chief said they try to get information out and that part of the role of Board Members, is to help to get information out to the community, as well as to bring comments from the community to him. He then takes information to the City Manager. The Board can gather info and bring to the City Council too. Mr. Burdge asked if it would be helpful to write something up. The Chief replied, absolutely. He will want to make sure it is known that he is speaking as a private citizen. He also will have the ability to speak as a Board Member as long as the Board agrees. He can be elected to be the spokesperson.

**8. Citizen Comment**

**Ms. Nancy Ellingson** (a Sherwood PD Volunteer) said that she is a fan of the Chief. She sees him up close at work and that the SPD office is a very peaceful place to be. She thought the Board might want to ask him about a recent meeting that he attended.

The Chief shared that he attended the Oregon Association Chiefs of Police (OACP) Conference the week prior. He announced that he was sworn in as the President of the OACP and that he will serve in that role for one year. The Board offered their congratulations.

**Neil Shannon** (also a Sherwood PD Volunteer) stated that there also needs to be some priority to Emergency Management.

The Chief announced that the next Washington County Emergency Management exercise is scheduled for this spring and that the City of Sherwood will be participating. The date is May 22<sup>nd</sup>. He shared that the SPD Community Room is the Emergency Operations Center for the City. Most Washington County cities will be participating in the spring exercise. He let the group know that Mr. Shannon is a volunteer for the SPD and is a HAMM Radio Operator (he works for ARES). The Chief stated that they claim him as their Radio Operator. Mr. Shannon tests the radio equipment monthly and they are very appreciative of the work he does. The Chief is currently the Emergency Manager for the City of Sherwood. Mark Daniel had a lot of experience with that and was the previous Emergency Manager. The Chief assured the Board that the City is very prepared, should anything happen and replied that Mr. Shannon is right, Emergency Management is a priority.

Chair West thanked Mr. Shannon and Ms. Ellingson for their comments.

**9. Adjourn (Chair)**

Ms. Zwingli moved to adjourn the meeting and Vice Chair Foster seconded the motion. All were in favor.

**The meeting was adjourned at 8:20 p.m.**

Approval of Minutes:

  
Vice Chair Diane Foster

  
Date

Attest:  
  
Angie Hass, Executive Assistant

  
Date

Sherwood Police Advisory Board Meeting Date: April 19<sup>th</sup>, 2018

## **CITIZEN COMMENT SIGN-UP SHEET**

*(PLEASE NOTE: 4 MINUTE TIME LIMIT)*

**NAME**

**ADDRESS**

**PHONE**

**TOPIC**


# ATTENDANCE SHEET

**NAME**

**ADDRESS**

**PHONE**

Ned SHANNON	Red Fern Dr.	625-9114