



## AGENDA

Police Advisory Board	
<b>Date &amp; Time:</b>	Thursday - July 19 <sup>th</sup> , 2018 7:00pm
<b>Location:</b>	Sherwood Police Department 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	Captain Ty Hanlon
Rich Miller	Captain Jon Carlson
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. Selection of Charter Review Committee Member
  - b. Staff Presentation-Police Staffing
6. Councilor News
7. Staff Report(s)
8. Citizen Comment
9. Adjourn (Chair)

# Approved Minutes

## Sherwood Police Advisory Board Meeting

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

List of Meeting Attendees: N/A

Request to Speak Forms: N/A

Documents submitted at meeting:

Exhibit "A" Police Staffing PowerPoint by Chief Jeff Groth

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# Meeting Minutes



<b>Police Advisory Board</b>	
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Ralph Lohman	Captain Ty Hanlon
Rich Miller	Captain Jon Carlson
Bob Silverforb	
Megan Thornton	
Laurie Zwingli	

## 1. Call to Order

Chair Chris West called the meeting to order at 7:03 p.m.

## 2. Roll Call

**Board Members Present:** Chair Chris West, Vice Chair Diane Foster, Andy Jensen (arrived at 7:15), Ralph Lohman, Rich Miller, Bob Silverforb, Megan Thornton and Laurie Zwingli

**Board Members Absent:** Jason Burdge

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

## 3. Approval of Minutes

### June 21, 2018 Meeting Minutes

Mr. Silverforb made a motion to approve the June meeting minutes. Ms. Thornton seconded the motion. All voted in favor to approve.



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

Mr. Silverforb asked Councilor Young if she had planned on sharing the Council's mission and core values later in the meeting. She replied that she was planning on it. Mr. Silverforb stated that he would ask her some questions at that time.

Ms. Zwingli shared that National Night Out is scheduled for August 7<sup>th</sup> this year. It will be held at Cannery Square and invited everyone to stop by to interact with their local police department. Ms. Thornton asked if the event is for families and it was stated that all are welcome and it is definitely a family friendly event.

Chair West wondered with the recent heat wave, if there was another water fight between the Sherwood PD and little ones scheduled. The Chief replied that they had not scheduled one, as of yet. Chair West asked if that could be assigned to a Captain, maybe. The Chief stated "maybe".

#### **5. Business**

##### **a. Selection of Charter Review Committee Member**

Chief Groth let the Board Members know that a request had been made to select one of their members to be part of the Charter Review Committee and read the e-mail that was sent to him. "The City Council recently adopted resolution 2018-095, Creating Charter Review Committee. The committee will be comprised of nine members, one member for each existing City Board / Commission and three citizens at large." He will need to submit a name to the City Recorder the following day. Ms. Thornton asked if it was a monthly meeting. The Chief stated that the meeting schedule was not set yet and suggested that members go to the City website to check out the policies and procedures, etc. City Manager Joe Gall was in the audience and shared that he believed the committee would meet at least once a month, possibly twice a month. Chair West asked how long he anticipated the meetings to go on for. City Manager Gall stated that depending on how thorough they want to be, it could take two to four months for them to go through the entire charter. The intention of the committee is to do a comprehensive review of the charter. This is required to be done every six years. They are currently in year five, so it's a little bit early. Mr. Silverforb stated that he had been on the last committee and as things progressed and came up, they met every two weeks. They met for at least four months, if not a little longer.

Chair West asked the group if anyone had an interest. He stated that Mr. Silverforb had expressed an interest to him in taking on the position. Ms. Thornton said that if Mr. Silverforb wasn't interested that she wouldn't mind. Mr. Silverforb said that he would like to and felt that the experience he had with the prior one would be very good for this committee. City Manager Gall asked Mr. Silverforb if he was a citizen at large the last time he was involved. He stated that he was. City Manager Gall shared how important this committee is and that the charter is the equivalent of the City's local constitution. The Council can't change the charter. Only the citizens can change the charter. Ms. Thornton stated that if Mr. Silverforb had been on the committee before and has that experience that he should definitely be on the committee again. Chair West

asked if there was a motion. Ms. Zwingli nominated Mr. Silverforb to be the Police Advisory Board's designated liaison for the Charter Review Committee. Vice Chair Foster seconded the motion and all voted in favor. Chair West thanked Mr. Silverforb for stepping up.

**b. Staff Presentation – Police Staffing**

Chief Groth introduced the SPD's newest Officers who were sworn in at that week's City Council Meeting. He stated that the positions were vacated by departures and were not new positions. He had asked the two new Officers to join that night's meeting so that the Board Members could meet them, eye to eye. He introduced Officer Alex Salisbury and Officer Jeramiah Baker. He shared that Officer Alex Salisbury came to them from the Salem PD and has approximately two years of experience. As he is a lateral, his training period is anticipated to be shorter than his peer. Although Officer Jeramiah Baker is a recruit Officer, he is not new to law enforcement. He has a rich family tradition. His father is a Sergeant with the Washington County Sheriff's Office and his uncle is a Police Officer at the Port of Portland. He has blue in his veins. He is set to begin the Academy in August and will graduate in December. The Board Members all welcomed the new Officers. Chair West asked the Officers if they live in Sherwood. Officer Salisbury stated that he does and Officer Baker stated that he lives near Sherwood. The Chief then let the Officers know that they were welcome to depart from the meeting if they so chose to.

Chief Groth explained the reason for his presentation that evening. As a result of the City Council's newly established mission, vision, goals, etc. one of the things they identified is that they want to address the police staffing topic. Specifically, they want the process to involve and begin with the Police Advisory Board. The Police Advisory Board will have the rest of July and all of August to prepare their recommendations for the City Council. Recommendations are to be made at the September 4<sup>th</sup> Council Meeting. The Chief stated that he will present the same presentation he was giving that evening at the September 4<sup>th</sup> Work Session, which will take place just prior to the City Council Meeting.

The Chief presented his PowerPoint titled "Police Staffing". (See Exhibit "A".)

He stated that his presentation will include information from the Matrix Staffing Study which was completed in March, 2016. He asked the Board Members to please ask questions as they have them, as he would be presenting a lot of data and information.

Chair West asked City Manager Gall in regards to the City budget and City staff trend, if it was similar to the PD's. He felt that they should run the numbers as a comparison. Chair West feels knowing this could help with the big picture. City Manager Gall stated that he would like to see the trend with the General Fund. The City has had various Finance Managers over the years which could affect what positions were considered FTE. He felt that it could be flat, with maybe a bit of an uptick with the Arts Center.

The Chief wanted to make the point that he was not there to challenge the Matrix Staffing Study or the Staffing Study consultant. He added that he wouldn't be able to go through everything that evening

and that he would focus only on the parts that were pertinent to the evening's conversation. He felt that there were a lot of good things in the Staffing Study and proceeded to go over the key findings listed in the PowerPoint presentation.

One of the Matrix recommendations expanded a bit on case tracking management. The Chief mentioned that the PD will be obtaining a new records system soon, which will help with this.

When speaking of recommendation #11, the Chief stated that the Code Compliance position has been re-classed. City Manager Gall elaborated on this new position and stated that there has been some confusion regarding parking issues. That will remain with the PD. The Chief stated that the non-public safety stuff is now out of the PD. Ms. Thornton asked for some clarification on the reclassification. The Chief described some of what the former Code Compliance position duties involved and that these will now be a part of Community Development. The Community Services Officer (CSO) is now the position title held at the PD. That position will assist with things such as traffic, abandoned vehicles, etc.

The Chief shared that in regards to recommendation #12, the PD is still working on Reserves. It is a heavy load to take on. A program like this needs upper level supervision and supervisors are overloaded as it is.

There was a discussion regarding overtime (OT) and City Manager Gall asked how much money is spent on OT. The Chief replied that it has gone up and this last year was around \$110,000. The normal amount is about \$85,000. Chair West asked how much is due to staffing shortages. The Chief said if the schedule was strengthened, OT costs would go down.

The Chief shared conversations he's had with Officers regarding two Officer calls and how sometimes those calls have to wait. He said this is a concern for him and that with domestic violence calls, they are mandatory two Officer calls.

The Chief explained the difference between demand versus proactive calls for service and how the study didn't allow for community livability calls. (Calls that don't involve a clear crime, but affect the livability of a community. For example, noise, trash, suspicious activities are calls that would apply.) He stated that office staff has been instructed to forward calls to Dispatch so the calls are recorded. In some cases, however, that doesn't always happen. He said that he did an internal review in early 2014. He went on to make comparisons on the review that he did and the Staffing Study, which only looked at numbers from one year, 2015. Those numbers showed that the calls were 50% proactive. There were some similarities, but the proactive time was different. One historic complaint with community policing is that it is expensive and resource intensive. This is based less on being reactive and more on being proactive. The Sherwood PD has been practicing focused policing. Officers try to focus where they know there are issues with speeding, car break-ins, etc. These issues are addressed with visible patrol, traffic enforcement, etc. With Captain Carlson as the Patrol Commander, they are going to take a closer look at the way they are currently doing things. Just responding to calls doesn't work. He wants to be looking at those community livability calls.

The Matrix Staffing Study's calls for service graph is based on public demand calls for service. They also only looked at one year - 2015, which happened to be the year with least amount of calls for service. For 2018, they are currently looking to be on track with where they were last year.

In regards to Supervision, the Chief noted that often times, Sergeants are one of two Officers on duty and are out on the roads, taking reports, not supervising. With only three Sergeants there is a Sergeant on only on 50% of the time. That is a lot of time when there isn't a supervisor on. Ms. Thornton asked what happens when a call comes in and there are only two Officers on that happen to be on a two Officer mandatory call. The Chief stated that if the call is considered a non-emergency, they will have to wait. He then explained the differences between priority 1, 2, 3 and 4 calls, 1 being an emergency. If two priority one calls come in and there are only two officers on, another agency would respond. Mr. Miller asked who makes the decision on what priority a call is. The Chief replied that sometimes Dispatch does, but it is supposed to be a Supervisor.

The Chief reported that 77% of the PD staff said more investigators are needed. The community rated investigations equal to the need for School Resource Officers. In 2015 the SPD posted an on-line community survey, which may be a little more formal / scientific. As a result, 72% desired more Detectives. Chair West wondered if it had something to do with how fast the cases were being solved. The Chief said that question wasn't included in the survey.

Chair West asked how much of the investigations are picked up by Patrol Officers. The Chief said all of them. In some cases, when the investigation takes them outside of Sherwood, they are not available to work. Councilor Young said that in a lot of cases, community members aren't aware of what all is involved with investigations.

The Chief is going to be recommending to the City Council that a Traffic Safety Task Force be put in place to assist with the City's traffic concerns. There needs to be a community response. They need to have the community engaged, led by the PD Traffic Team. This will help the City Manager when making decisions whether to put money into speed bumps, traffic calming, etc.

One thing that the Matrix Staffing Study left them with were formulas for different patrol schedules. Wording in the contract states that they have the ability to work with 8 or 10 hour shifts. The Chief feels that the schedule they came up with is a great schedule. The K-9 unit is part of the schedule. The current schedule protects the SRO and Detective positions. There is all kinds of recent research that show 12 hour shifts are not the way to go. When Officers work graveyard and have only two days off, they don't get enough sleep. People need 8-10 hours of uninterrupted sleep to function optimally. Research is clear on how important that is. A potential schedule would require 17 Patrol Officers. They currently have 14. Wednesdays are a common training day. All Officers are scheduled to work Wednesdays.

For optional service levels, the basic numbers are a minimum of where they should be right now. The Chief explained how a Detective working narcotics would be part of a team (with Washington County) and the benefits of them being part of a team.

One School Resource Officer cannot cover a high school of 2,000 people. He shared that there are a number of programs that they could put into play in the grade schools that would greatly impact them at a young age.

Chair West talked about the speed enforcement cameras and wondered if it would create more work for officers. There could be more court time, administrative, etc. How will that impact the schedule? The Chief explained that they have been approved to have part time retired Officers come in to help with the program. If the issues that are pressing right now are addressed, some of those Officers could assist with the program. Currently, when issuing the photo red light tickets, Officers have to do so from within the department – not on the road. Mr. Miller asked for confirmation on whether or not the issuing Officer has to be a sworn Officer. It is his understanding that it has to be a sworn Officer. The Chief replied that generally, the issuer has to be someone who has statutory authority in order to issue citations.

The additional positions listed in the enhanced column are what the community has been talking about.

Mr. Miller stated that the nice thing about bumping sworn Officers is it gives more flexibility to adjust people for special assignments. The Chief agreed and said that is correct and he has exercised flexibility in the past. He went on to explain how he readjusted. Mr. Miller pointed out that the PD is losing its flexibility. The Chief explained how that is true. He still has some, but not as much. Mr. Miller asked how long it would take to get all positions that he'd like filled, if he did have the funding. The Chief said they would probably be able to hire 2-3 a year. It would take several years and the positions would be addressed by priority. Mr. Jensen asked the Chief if he had it broken down that way for his Council presentation. The Chief said that he didn't and explained how he would present. He would include what a hiring plan would look like with options, etc. Mr. Jensen said that makes the dollar amount seem a little easier to swallow – but the point was made that eventually it would be the full dollar amount. Mr. Miller said they are playing catch up now and have been for a while. He has a concern that if they don't go for what the PD really needs, there could be issues. The Chief explained that this is something that has to be continually reviewed. It is not so much like playing catch up, but holding the line as the community continues to grow and change. Many people say Sherwood is safe, which is true, but where Sherwood is today is because of decisions made over the last decades. At some point the commitment was made to make public safety more important. This has to be a commitment in going forward. Mr. Lohman stated that is what was discussed last month. The Chief stated that Sherwood will not always continue to grow and pointed out that there are some cities that populations have stayed the same for decades. Every time a new high school is built, populations grow. Ms. Thornton said that according to the 2040 Committee, Sherwood will cap out at 38,000 in 20 years. The Chief said the community really needs to be thinking of this.



Chair West said that the Board needs to do their part and engage with the community. They need to be ready with a recommendation by September 4<sup>th</sup>, which was six weeks from that evening. Everyone will receive t-shirts and stated that it will be helpful to have a survey guideline to know what questions to ask. The Chief will put something together for them to use. Chair West asked the Board Members who will be available for the Robin Hood Festival on Saturday. Ms. Zwingli, Mr. Jensen and Chair West all said they would be available. Mr. Lohman made a motion to look to the Chief to provide questions and Mr. Silverforb seconded the motion. All Board Members were in favor. Ms. Thornton asked the Chief to put a brief description and talking points. The Chief stated that they are welcome to use information from the PowerPoint presentation and added that it is best to not tie people up for 20 minutes. From his prospective, this needs to be more about conversations in the front yard, with parents at youth soccer games, neighborhood barbecues, etc. If every Board Member talks to 10-20 people, that is great. Events are good, but best to get input from people while out in the community. Helping to educate the community, having real conversations, is the best way. Mr. Silverforb said that if they know you, you have a much better chance of getting those questions answered.

The Chief said that he wouldn't be talking about SRO's that evening as it had already been discussed.

## **6. Councilor News**

Councilor Young shared that with summer break ahead, the Council will only have one meeting a month. There was a packed agenda at the last meeting where they recognized several 4.0 Sherwood students. She added that there was also a rotary club group of about 20 members from Sherwood's sister city in Columbia. She said that they did a proclamation for them. They also adopted a new mission statement, core values and goals at the last meeting. She asked the Board if they had received the e-mail stating what those were and all replied that they had received okay. She asked Mr. Silverforb if he still had some questions for her and he replied that she was doing great and to please proceed. She reported that they had a really good goal setting session this year. It was an all day Work Session and they brought in a Consultant, Dan Jamison. Between the staff and City Council they all worked collaboratively, to figure out what their goals should be in the coming year. Chair West asked if police staffing was one of the things that came out of the session. Councilor Young replied that it was.

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

Chair West asked about the status of the speed enforcement cameras. The Chief replied that they are still waiting to hear from ODOT regarding the permit. City Manager Gall stated that he will be making some phone calls in the next week. The program has been approved by the local office and has now gone to the State Traffic Engineer in Salem for approval, which can take anywhere from 4-6 weeks. After that, it will go to Portland for the permit to be issued.

Chair West asked about body cameras and if they are in use yet. The Chief replied that a half dozen are being tested out currently and are they working on getting all the bugs worked out.

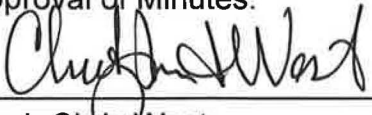
## **8. Citizen Comment – No comments.**

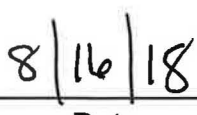
**9. Adjourn (Chair)**

Mr. Silverforb made a motion adjourn the meeting and Ms. Zwingli seconded the motion. All were in favor.

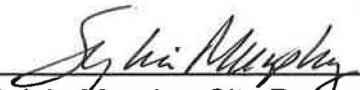
**The meeting was adjourned at 9:15 p.m.**

Approval of Minutes:

  
\_\_\_\_\_  
Chair Chris West

  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_  
Sylvia Murphy, City Recorder

  
\_\_\_\_\_  
Date

Exhibit "A"

# POLICE STAFFING

July 19, 2018

Sherwood Police Advisory Board



# Introductions

- Chief Groth
- Captain Ty Hanlon
- Captain Jon Carlson



# Topics



- Background/Framework/History
- Staffing Study follow-up
  - *Key findings*
  - *Recommendations*
  - *What's lacking*
- Chief's recommendations
- Optional Service Levels
- Implementation Costs

# Background



- The past
  - A 2009/10 budget FTE sheet reflected 28 “discussed/proposed” positions
  - SPD was in stronger position before recession
  - Restoration and addition
- How did we get here
  - Multiple conversations since 2010
  - 2014 Police Advisory Board established
  - 2016 Staffing Study

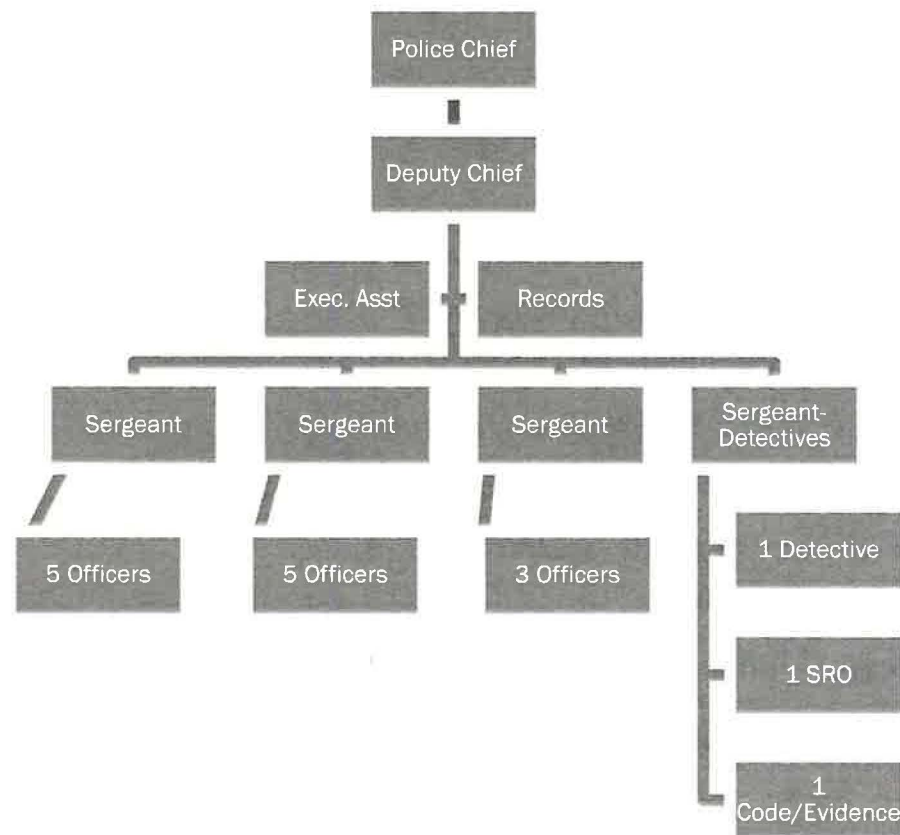
Public Safety Director	1
Police Chief	1
Police Captain	2
Police Sergeants	4
Police Officers	17
Non-Sworn	3
Total	28

# Discussion Framework



- Consider what we protect
  - *Over 19,000 residents in; (#29 out of 245 cities according to PSU)*
    - 6,883 total housing units
      - *5,713 single family housing units @ 2.89 per household*
      - *1,239 multi-family housing units*
    - *About 570 licensed businesses*
    - *Approximately 7,000 total physical structures with an assessed value of \$1.9 billion*
    - *About 6,000 students occupying 10 schools, public & private*
    - *6.5 miles of paved trails and 11 parks*
    - *About 70 miles of roadway*
- Consistent top 3 safety rankings based on FBI crime rate for Oregon cities
- Crime rates are lowered by proactive/preventative policing more than reactive policing

SPD Past (Circa 2005 thru 2006)  
**24 Total** (21 sworn & 3 Non-Sworn)



# Staffing History (Finance Data-estimates)



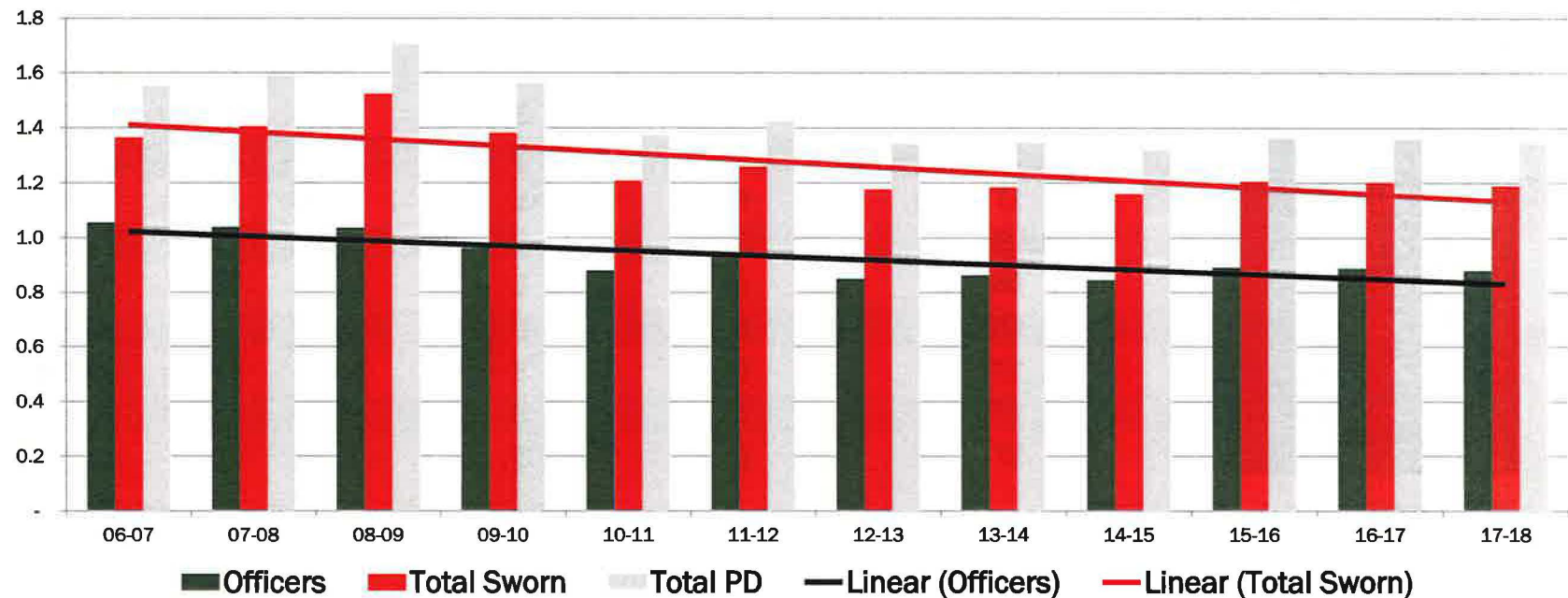
Fiscal Year	Officers	Command Staff	Non-Sworn	Total	Population
06-07 (2006)	17	5	3	25	16,115
07-08 (2007)	17	6	3	26	16,365
08-09 (2008)	17	8	3	28	16,420
09-10 (2009)	16	7	3	26	16,640
10-11 (2010)	16	6	3	25	18,205
11-12 (2011)	17	6	3	26	18,255
12-13 (2012)	15.5	6	3	24.5	18,265
13-14 (2013)	16	6	3	25	18,575
14-15 (2014)	16	6	3	25	18,955
15-16 (2015)	17	6	3	26	19,080
16-17 (2016)	17	6	3	26	19,145
17-18 (2017)	17	6	3	26	19,350

Population numbers from PSU

# Staffing History (Finance Data-estimates)



Historical/Budgeted Police Dept. Staffing (per 1,000 residents)





# Matrix Staffing Study Follow-Up



- Consultant & Police Chief (Theoretical v. Practical)
- Key Findings
- Recommendations
- What's lacking
  - *Schedule*
  - *Patrol workload/CFS information*
  - *Supervision*
  - *Investigations*



# Matrix Key Findings



- High Level of Service- *I agree*
- Proactive patrol time- *I disagree*
  - *System issues and philosophical differences*
- Response times- *I agree*
- Community safety- *I agree*
- Community feedback showed a desire for more services
  - *Enhanced patrol visibility*
  - *More SRO*
  - *Enhanced investigative services*
  - *Community awareness (?)*

# Matrix Recommendations



- Some contradictions/confusing statements
- Recommendations
  - #1-*"appropriate level of patrol staffing" v. "team recommends several operational and staffing changes"; contradiction*
  - #2 & #3-*SARA applies uniquely to agencies like SPD according to WCPI*
  - #4- *Management/Leadership; status quo*
  - #5a,b,c,f- *12 hour shifts; Not follow. Clear research & labor issue*
  - #5d,e- *K-9 & Traffic deployment; status quo*
  - #5g- *Increase supervision; proposed*

# Matrix Recommendations



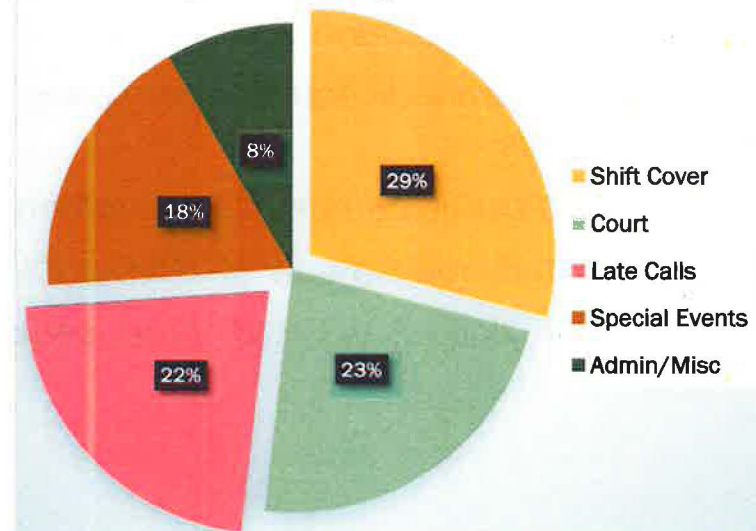
- #6- WCSO concept; Explored and found to be unacceptable to community
- #7- Case tracking/management. No basis, but says, “..given the recommended increase in patrol..”; unclear, but in process
- #8- Additional SRO; proposed
- #9- Remove SRO from patrol/calls; in process
- #10- Create CSO to assist w/administrative functions; Not following, wrong position
- #11- Re-class Code Compliance to CSO; done
- #12- Reinstitute police reserves; in process
- #13- Relocate emergency management; in process

# Matrix-What's Lacking Schedule



- Deeper examination of patrol staffing/schedule
  - Officer net availability is .72, so
    - 1=.72
    - 2=1.44
    - 3=2.16
  - Conclusion that 2 officers on patrol is sufficient, means there must be 3 on the schedule. OT is not the answer. 51% of OT is affected by schedule
  - The average community generated call in Sherwood has 1.41 Sherwood officers responding, which is below suggested practice of 1.5

FY 2017/18 OT Usage



# Calls For Service/Workload

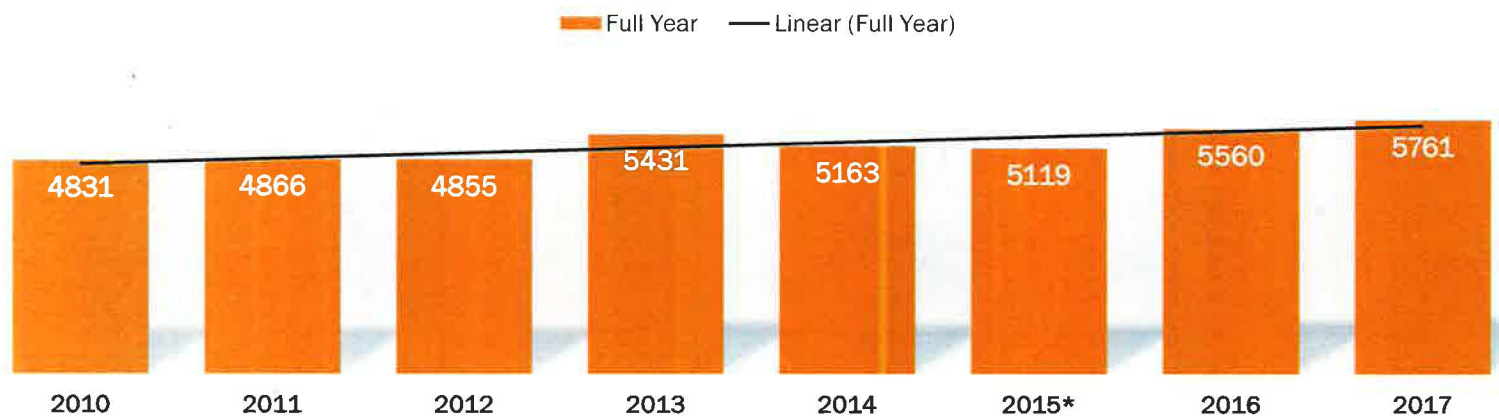


- Deeper examination of patrol workload/Calls For Service data
  - *Public demand v. proactive*
  - *Regional dispatch system does not handle community livability/assistance calls*
  - *All traffic complaints & additional service requests come through the office*
  - *Study looked only at 2015 public demand data*
  - *Previous 2013 study produced different conclusions*

# Calls for Service (CFS)

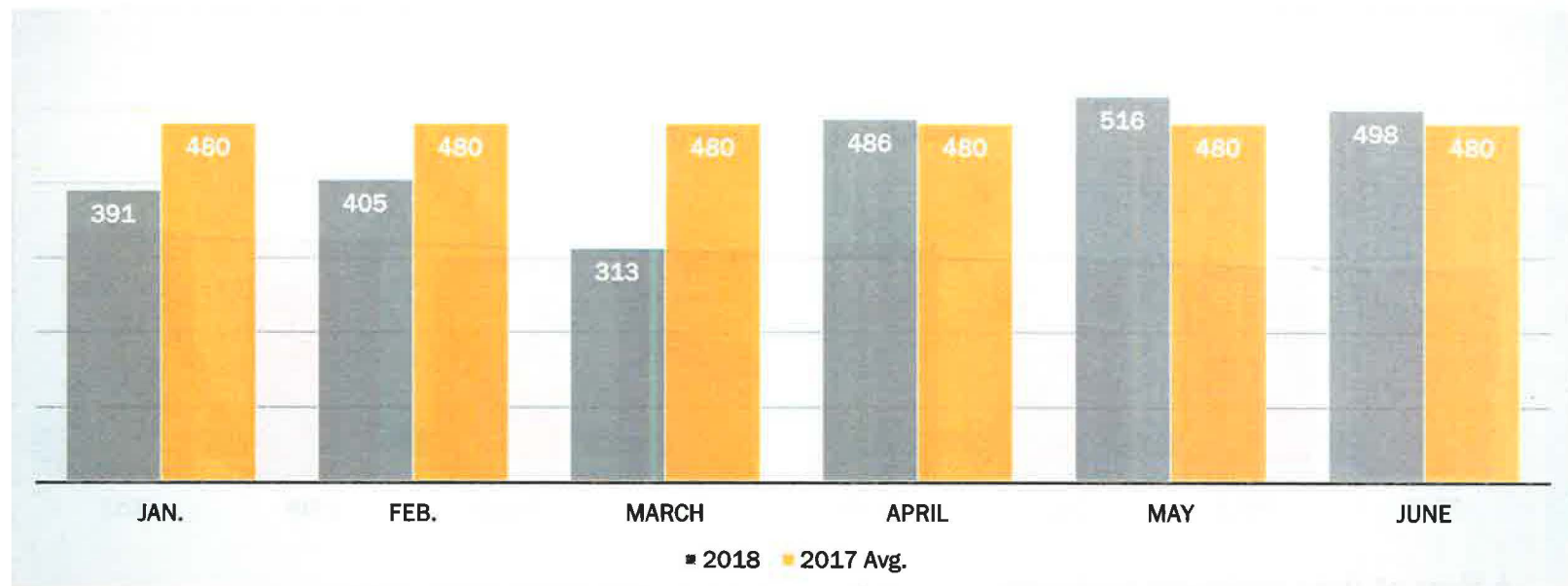


2010-2017 CFS (Per WCCCA)



\* Year of data reviewed by Matrix

# CFS 2018





# Supervision



- Frontline supervision is critical. Risk & liability reduction, & desired leadership
- Consultant told me at first meeting, "3 Sergeants isn't enough"
- Only included as part of 12-hr shift recommendation
- Sergeants should supervise, not act as patrol officers
- Presently our supervisors are available approximately 50% of the total shift time
- Common statement on evaluations, "I never work with my Sergeant"
- Adding one additional Sergeant increases availability to 67%



# Investigations/Detective

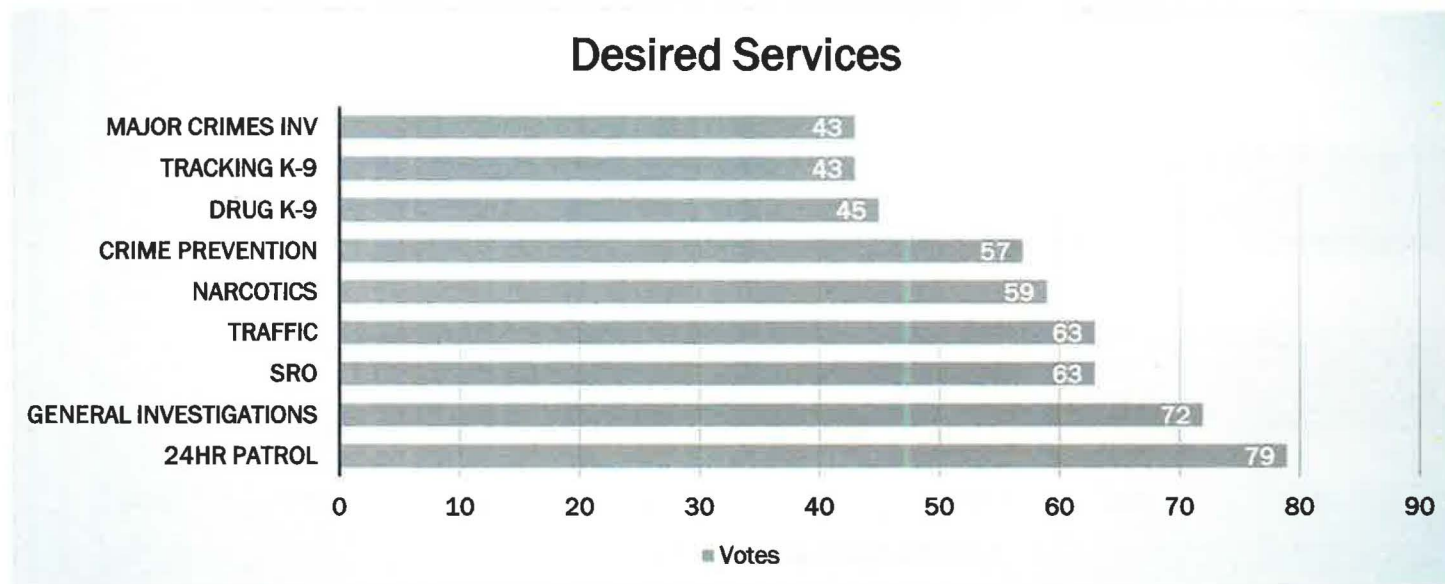


- Surveys, interviews & focus groups indicated support for additional investigative resources
  - *77% department members said we need more investigators*
  - *The community rated investigations equal to SRO*
- A one day “desk audit” is neither analytical, nor representative of average annual workload, demand and need

# Investigations/Detective



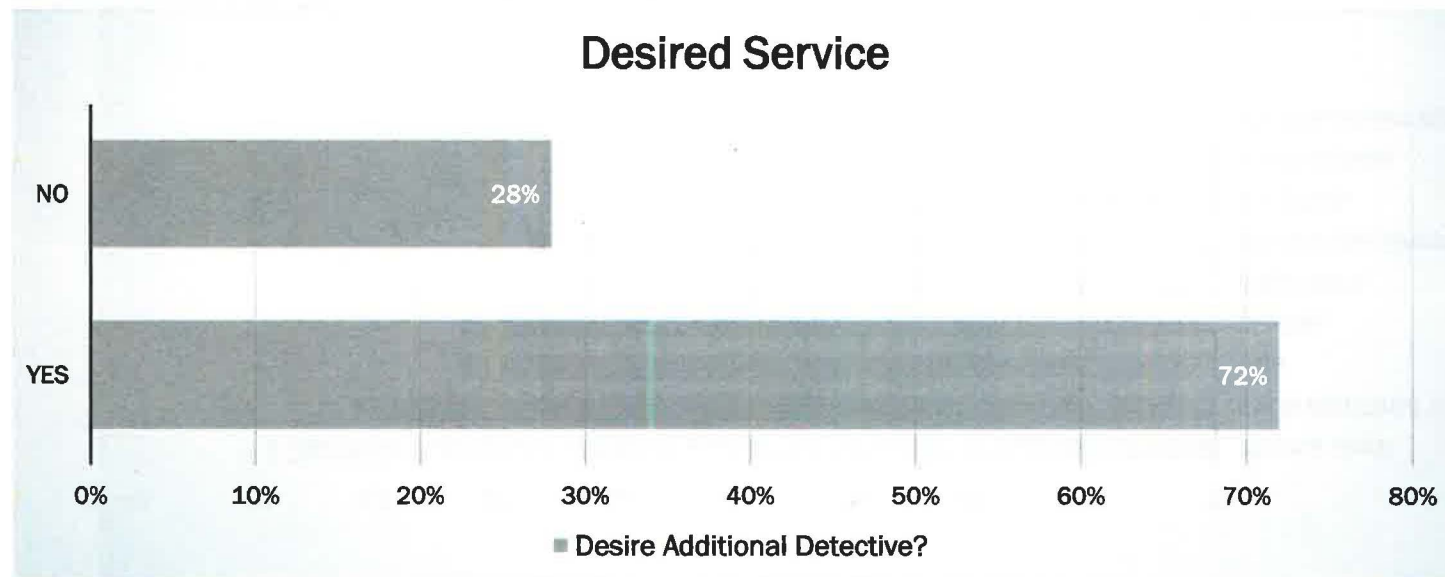
- 2011 Department survey (Internet)



# Investigations/Detective



- 2015 Department survey (PD App)

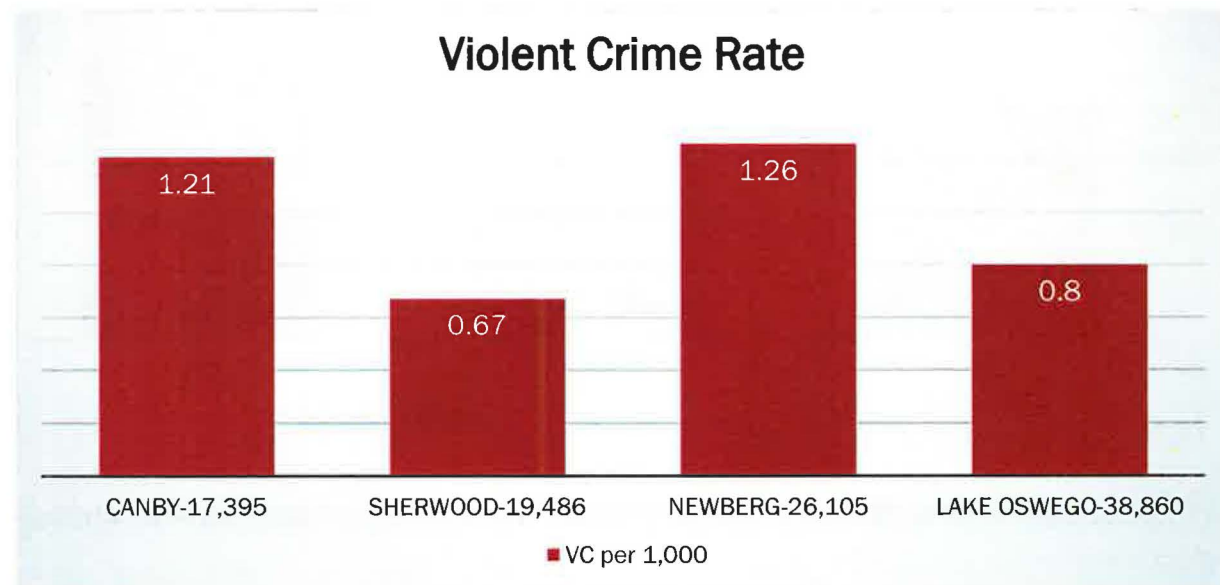


# Detective Comparison



- “Investigative workload cannot be easily and convincingly converted into quantitative methodologies to arrive at required staffing levels.”... **or can it?**
- Based on violent crime rates in 4 of the 6 safest cities (Beaverton & Sandy excluded based on size extremes)
  - CPD 4
  - SPD 1
  - NDPD 4
  - LOPD 5

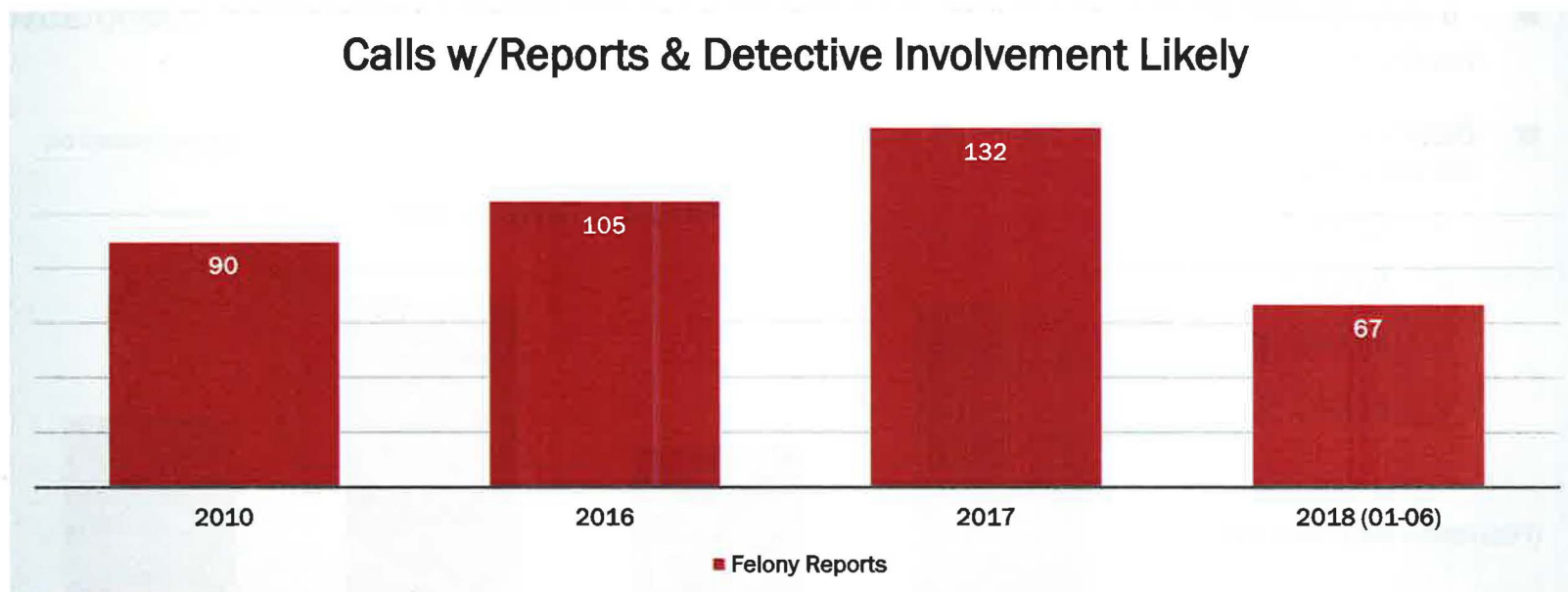
(Population data from FBI)



# Detective Caseload Potential



Calls w/Reports & Detective Involvement Likely



Assaults, Asslt. w/Weapon, Burglary, Death Inv., Domestic Dist., Juvenile Abuse, Robbery, Sexual Assault

# Detective Comparison



## ■ Canby (4)

- Population: 1 per 4,400
- *Violent crime: 1 per 5.25*
- Property crime: 1 per 44.75

## ■ Sherwood (1)

- Population: 1 per 19,486
- *Violent crime: 1 per 13*
- Property crime: 1 per 220

## ■ Newberg (4)

- Population: 1 per 6,500
- *Violent crime: 1 per 8.25*
- Property crime: 1 per 110.75

## ■ Lake Oswego (5)

- Population: 1 per 7,800
- *Violent crime: 1 per 6.2*
- Property crime: 1 per 89.2

# Staffing Today (FY 2018/19)



- 26 total
  - 23 sworn
  - 3 non-sworn
- Administration
  - 1 Police Chief, 2 Captains, 1 Executive Asst., 1 Police Records, 1 CSO
  - 3 Sergeants
  - 17 Police Officers
    - 14 patrol
    - 1 Traffic
    - 1 Detective
    - 1 SRO

# Chief's Recommendations



## ■ My Priorities

1. *Patrol*
  1. Schedule & Supervision
  2. Traffic (History of 2)
2. *Schools\**
3. *Investigations\**

*\* Order based solely on council/public perception; to me they are even*



# Patrol Schedule

	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	DAYSHIFT
D1	XX	XX	XX					XX	XX	XX					6A-4P
D2					XX	XX	XX					XX	XX	XX	6A-4P
D3		XX	XX						XX	XX					6A-2P
D4					XX	XX						XX	XX		6A-2P
D5	XX						XX	XX						XX	6A-2P
	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	Swingshift
S6	XX	XX	XX					XX	XX	XX					2P-12A
S7					XX	XX	XX					XX	XX	XX	2P-12A
S8		XX	XX						XX	XX					2P-10P
S9					XX	XX						XX	XX		2P-10P
S10	XX						XX	XX						XX	2P-10P
	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	NIGHTSHIFT
N11	XX	XX	XX					XX	XX	XX					8P-6A
N12	XX	XX	XX					XX	XX	XX					8P-6A
N13	XX	XX	XX					XX	XX	XX					8P-6A
N14					XX	XX	XX					XX	XX	XX	8P-6A
N15					XX	XX	XX					XX	XX	XX	8P-6A
N16					XX	XX	XX					XX	XX	XX	8P-6A



This schedule has been determined to be the most efficient based on Matrix's formula

# Optional Service Levels



Position	Current	Basic	Enhanced
Police Chief	1	0	0
Police Captain	2	0	0
Police Sergeant	3	+1	0
Patrol Officer	14	+2	0
Traffic Officer	1	0	+1
Detective	1	+1	+1 (Narcotics)
School Resource Officer	1	+1	+1 (FT Elementary Schools)
Community Service Officer	1	0	0
Administrative Asst.	2	+1	0
<b>Total FTE</b>	<b>26</b>	<b>32</b>	<b>35</b>

# Implementation Costs



Adds	Basic \$\$	Enhanced \$\$
Police Sergeant	\$143,000	\$0
Patrol Officer	\$216,000	\$0
Traffic Officer	\$0	\$108,000
Detective	\$108,000	\$108,000
SRO	\$108,000	\$108,000
Admin.	\$83,000	\$0
Total Costs	\$658,000	\$982,000



Questions?

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

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

*(PLEASE NOTE: 4 MINUTE TIME LIMIT)*

**NAME**

**ADDRESS**

**PHONE**

**TOPIC**


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

# ATTENDANCE SHEET

**NAME**

**ADDRESS**

**PHONE**
