



## AGENDA



Police Advisory Board	
<b>Date &amp; Time:</b>	Thursday - November 21, 2019 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>
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	<b>City Staff:</b>
Rich Miller	Jeff Groth - Police Chief
Bob Silverforb	Angie Hass – Executive Assistant
Mike Smith	
Vance Stimler	
Megan Thornton	
Chris West	
Laurie Zwingli	

### Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
  - a. Introduction of new members-Mike Smith and Vance Stimler
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
  - a. Traffic Safety Committee-Update
    - i. Council approval November 19<sup>th</sup>-Recruitment & Interviews-Board Reps
  - b. Annual Boards and Commissions Dinner, Thursday, 12/12/19 at 6 pm – Report to City Council
  - c. Decision on December meeting
6. Councilor News
7. Staff Report(s)
  - a. Introduction of new Police Officers-Dean Borges and Matt Sturgeon
8. Citizen Comment
9. Adjourn (Chair)

***If you require an ADA accommodation for this public meeting, please contact the City Recorder's Office at 503-625-4246 or [MurphyS@sherwoodoregon.gov](mailto:MurphyS@sherwoodoregon.gov) at least 48 hours in advance of the scheduled meeting time.***



# Meeting Minutes



## Police Advisory Board

<b>Date &amp; Time:</b>	November 21, 2019 - 7:00 pm
<b>Location:</b>	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR



<b>P.A.B. Members:</b>	<b>Council Liaison:</b>
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	<b>City Staff:</b>
Rich Miller	Jeff Groth – Police Chief
Bob Silverforb	Angie Hass – Executive Assistant
Mike Smith	
Vance Stimler	
Megan Thornton	
Chris West	
Laurie Zwingli	

### 1. Call to Order

Chair Lohman called the meeting to order at 7:06 p.m.

### 2. Roll Call

**Board Members Present:** Chair Ralph Lohman, Bob Silverforb, Mike Smith, Vance Stimler, Megan Thornton and Chris West

**Board Members Absent:** Vice Chair Diane Foster, Rich Miller and Laurie Zwingli

**Staff & City Council Liaison Present:** Chief Jeff Groth, Councilor Griffin (sitting in for Councilor Kim Young) and Executive Assistant Angie Hass

#### a. Introduction of new members-Mike Smith and Vance Stimler

Chair Lohman welcomed the two new board members, Mike Smith and Vance Stimler and asked them to share a little bit about themselves.

Among other things, Mr. Smith shared that he was a fourth generation Oregonian and an Air Force Vet. He moved to Sherwood in 2004 and enjoys Yoga.

Mr. Stimler has lived in Sherwood since 2000 and has worked for the Washington County Sheriff's since 1996.

Chief Groth asked Chair Lohman if there could be a slight adjustment to the agenda. He would like to introduce the two new Officers at the beginning of the meeting, instead of at the end. Chair Lohman thought that was a good idea.

Chief Groth introduced Officers Matt Sturgeon and Dean Borges. Their first day was that Monday (11/18) and they were sworn in at that week's City Council Meeting (11/19).

Officer Sturgeon shared that he grew up in Newberg. He joined the Navy out of High School, where he was a Translator for six years (Arabic) and then attended Portland State. He most recently worked at 511 Tactical. While there, he met lots of officers and realized he missed being in the service. He stated that he has family in law enforcement and that Detective Bertrand is his brother in-law.

Mr. Borges grew up in Tualatin and served in the Marine Corps. He has been in the fitness industry for 20 years. He started a mobile business in 2012 and has since opened his own gym in Sherwood. He shared that he was very excited and honored to be part of the Sherwood Police Department.

Chair Lohman thanked them both for their service to our country and to the City.

The Chief mentioned that he was a School Resource Officer for Tualatin when Officer Borges was in school.

Mr. West asked what the training plan was for both new Officers. The Chief stated that they will begin training at the academy on January 20<sup>th</sup>, graduating on May 8<sup>th</sup> and elaborated a bit more on the entire training process. Mr. Smith asked where the academy was located. The Chief said that the academy is located in Salem, near Corbin University.

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

#### **September 19, 2019 Meeting Minutes**

Mr. Silverforb moved that the September minutes be approved and Mr. West seconded the motion. All Board Members were in favor.

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

Mr. Silverforb shared that at the conclusion of the last Work Session with the City Council the Chief said very complimentary things about the Police Advisory Board. It made the Board feel like they really contributed. The Chief says that he did remember complimenting the Board at City

Council and that the Police Advisory Board is amazing. He added that the City Council is also very appreciative about all of the work the Boards do.

The Chief said that City Manager, Joe Gall, had forwarded a letter from the City of Stayton to staff and asked that the letter be forwarded to Board Members as well. The Board Members had received the letter, via e-mail, and were not clear on what exactly the letter was about. Chief Groth went on to explain that the City of Stayton had been looking for someone to help with interim leadership, as their Chief was retiring. Chief Groth said that he was approached by Stayton, through the Oregon Association of Chiefs of Police (OACP) for possible assistance. He then spoke to Captain Hanlon to see if he would be interested in assisting. He was and the City of Stayton and City Council were on board as well. The Chief explained how it works when a law enforcement agency offers one of their staff to another Department and the impact it can have. Captain Hanlon worked with the Stayton Police Department for 2-3 months and assisted with the recruitment process. The Chief mentioned that some cities hire recruitment companies. The new Stayton Police Chief was being sworn in that night and Captain Hanlon was there to support.

Mr. Smith asked the Chief if the date had been set for the next Citizens Police Academy, as he was interested in attending. He wondered if they were still looking at the possibility of February. The Chief confirmed that they are looking at February, but the date had not yet been set. Mr. Smith shared that he had just returned from the FBI Citizens Academy and that it was very interesting.

Mr. West gave a shout out to the Sherwood Police Department. He said that some folks may already know that Portland Western RR is one of his clients. There was a hit and run incident involving that business in Sherwood that last week and the Sherwood PD closed the loop. Mr. West appreciated that the Sherwood PD tracked down the hit and run driver.

Mr. West asked the Chief about the recent incident involving the Oregon State student not willing to give her ID to Corvallis officers. He and his family were wondering what the legal requirement is when someone is asked for their ID by a Police Officer. His daughter had mentioned that she didn't feel it would be required. The Chief replied that, historically, the legal standard is that you do need to. There are some circumstances where that may not be a reasonable request by an officer. However, when an officer makes a traffic stop, they have a right to ask for it and the driver must absolutely present. He gave an example of other circumstances where it might not be required. This is something that is being addressed in the courts at this time, so it's not an easy question to answer. If it is a casual contact, the person is free to leave and does not have to provide identification. There was a brief discussion regarding the incident with the OSU student and why she was stopped, etc.

Councilor Griffin asked Mr. West what his daughter's hesitation was to provide ID to an officer. Mr. West said it was most likely protecting her privacy and rights. The Chief stated that this wasn't a new discussion and people should have concerns about their civil liberties. With what's going

on in society right now, there are those who don't have trust. We have to rely on the courts for interpretation. It's never been a clear, cut and dry law. The Chief explained "Terry Stops" and how an officer has a right to detain someone if they look like they're about to commit a crime. Mr. West said one take away from the conversation, is when a driver is asked to present their identification, they must present. The Chief agreed and reiterated that it is always a requirement, as driving is a privilege. Drivers have to be able to produce their driver's license, registration, proof of insurance, etc. This is the case for hunters, as well. Ms. Thornton asked if showing picture ID on your phone would suffice. The Chief replied that would not be sufficient. Councilor Griffin mentioned that it would be acceptable to show your proof of insurance on your phone. The Chief confirmed that would be acceptable.

Chair Lohman invited everyone to a Christmas Concert that he and his wife would be performing in and shared the website for more information, [Isingchoir.org](http://Isingchoir.org). It is free to everyone.

## **5. Business**

### **a. Traffic Safety Committee-Update**

#### **I. Council approval November 19<sup>th</sup> – Recruitment & Interviews-Board Reps**

The Chief was very happy to report that the City Council unanimously approved (in one meeting) the implementation of a Traffic Safety Committee with a 7-0 approval vote. He reported that he has already met with City Attorney, Josh Soper, to make adjustments to the City Code. The language was approved for changes to chapter 2.08. Everything will look really familiar, as it reflects what the Police Advisory Board talked to the City Council about. There was a slight modification with the change of 4 to 5 citizen members. As discussed, there will be two Police Advisory Board members. They have heard from numerous citizens that would like to apply and he anticipates receiving at least 10 applications.

The Chief stated that the Police Advisory Board will need to identify which members will be on the Traffic Safety Committee to start, noting that it will be a one-year rotation. However, the first assignment will just be through June. At the July meeting, when the new Chair and Vice Chair are selected, they will select the next two members for the committee, who will remain through the next year.

Citizens that apply will go through an interview process. Once the top five have been decided upon, the recommendations will then be forwarded to Mayor Mays and then on to the City Council for full approval.

Once the Committee has been formed, they will establish a menu of what they will be focusing on. Dr. Moji Takallou will be invited to give his presentation on traffic safety, traffic calming, etc. City Engineer, Bob Galati will also be invited in to talk with the newly formed committee. The Chief went on to explain how the menu will be put together. Once the menu is established,

the City Council will be ready for a follow up visit to get their buy off, then the committee will be good to go. Once this has all been completed, they can turn the switch on and the citizen forms can be received. Ms. Thornton asked if the people who had previously indicated that they would like to be on the committee had been contacted. The Chief stated that recruitment notifications will be going out on social media and will be hard to miss. Mr. Silverforb asked the Chief if he had an estimated time frame for the committee start up date. The Chief replied that he was hoping to have things up and going after first of the year. With the holidays, it can be a little challenging to schedule.

Chair Lohman asked the board members if anyone had an interest in being on the Traffic Safety Committee. It was mentioned that with two board members absent that evening, it might be good to wait. The Chief explained that there was a good chance they wouldn't have another meeting until the third week of January. Mr. Silverforb asked Chief Groth to reaffirm that whoever serves now would just be through June. The Chief stated that was correct, unless they chose to continue for the next year. Mr. West stated that he would be willing to be on the committee through June. Mike Smith stated that he would be willing as well. Ms. Thornton moved that Mr. West and Mr. Smith be the first two members of the Traffic Safety Committee. Mr. Silverforb seconded the motion and all were in favor.

**b. Annual Boards and Commissions Dinner, Thursday, 12/12/19 @ 6 pm – Report to City Council**

The Chief stated that it would be most beneficial if the Police Advisory Board put the annual report together and then PD staff would prepare for the City Recorder See Exhibit "A". Ms. Thornton reviewed the previous year's report.

Mr. West stated that one thing to add to the year's accomplishments was the PD's first Citizens Police Academy. The PD had been talking about it for years and those who were able to attend had good things to say about it. He had mixed feelings on the staffing portion. He felt that although improvements had been made, they still have a ways to go. The PD does have two new officers, but they still need training.

The Chief suggested that the group go over the last year's report, in order, and they will make notes as they go along. Everyone agreed that was a good way to get started.

Mr. West shared his thoughts on one of the weaknesses regarding a stable funding source. The Chief stated that he made some good points. However, things can change and explained how looking in the long term could potentially not be as stable. Councilor Griffin agreed and provided his thoughts. A group discussion ensued. It was decided to word as "long term stable funding". Mr. Silverforb shared that there are so many variables, including how much the population will grow, how many new businesses are coming in, etc. It is a year to year type thing. The bottom line is, there is too much we don't know.

Mr. Silverforb felt that the list could be a bit shorter. If a weakness is listed, they should include a plan. Ms. Thornton shared her thoughts on structuring the report a bit differently. The Chief stated that, unfortunately, they have to stick with the current structure. Mr. Silverforb shared that he had recently reviewed reports from several years back and they were much shorter. Mr. West agreed with Ms. Thornton and Mr. Silverforb. Ms. Thornton asked the group what they thought of her working on the report, condensing and then sending out to everyone to get their comments, approval, etc. Everyone thought it was a great idea. It was decided that Chair Lohman will be presenting the report at this year's dinner. The Chief said that once Ms. Thornton completes the report, she can then e-mail it to himself and Angie. They will review the report and then send on to all members, as per protocol.

The group continued to review each bulleted item. Discussion, suggestions and decisions were made while Ms. Thornton made notes. All agreed that the previous year's report was too long and somewhat repetitive.

### **Decision on December Meeting**

Mr. West moved that the December 12<sup>th</sup> Boards and Commissions Dinner be considered as the Police Advisory Board's monthly meeting. Ms. Thornton seconded the motion and all were in favor. Chair Lohman announced that the next meeting will be on January 16<sup>th</sup>. Ms. Thornton asked about the possibility of moving meeting start times to 6 pm. Mr. Stimler stated that he wouldn't be able to make a 6 pm meeting. It was decided to keep the meeting day and time the same as is.

## **6. Councilor News**

Councilor Griffin stated that it was a pleasure to be there. Councilor Young would have liked to have been there, but she needed to take care of personal matters. He was pleased to have new Officers Borges and Sturgeon sworn in at the last City Council Meeting and really liked that the PD is able to move ahead with adding more staff. He is excited about the newly approved Traffic Safety Committee getting up and going. He had read a bit of what the committee will be tasked with, including promoting traffic safety through study and education, reviewing and responding to traffic safety complaints, etc. Councilor Griffin went into a bit more depth regarding the duties of the Committee and stated that it is going to be a big job. He thinks it's going to be great to have such a Committee and added that it will be an ongoing process, which will need fine tuning along the way. The Committee will have resources along with questions and will need answers. Soon, there will also be a Senior Advisory Committee and Youth Committee. Councilor Griffin shared that 47% of Sherwood residents are under the age of 18. He will report back to the City Council what a great job the Police Advisory Board is doing.

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

- a. Introduction of New Police Officers – Dean Borges & Matt Sturgeon** *(Occurred at the beginning of the meeting.)*

## **8. Citizen Comment**

Sherwood resident and volunteer, Nancy Ellingson, commented on the topic that Mr. West had spoken of earlier that evening regarding the requirement to show ID. Ms. Ellingson shared that she had just picked up a book that falls in line with that topic by Malcolm Gladwell titled, Talking to Strangers. She explained how the book came about. Copies can be found at the local library, as well as bookstores. She really likes the author.

Sherwood resident, Mary Novelli, asked if the City has conducted a Traffic Safety Study. Councilor Griffin stated that all streets are engineered to be workable and livable. Unfortunately, it is a complaint driven system. The City has contacted Traffic Consultants in the past. The City is trying to govern within the means that they can. Some of the roads that they'd like to make changes to aren't owned by the City.

Ms. Novelli shared that she had participated in Ms. Thornton's online survey and some of her concerns include inconsistencies of traffic lights and lack of symmetries in roundabouts. She has also spoken to the City Manager about it. Ms. Thornton asked what she meant about "lack of symmetry". Ms. Novelli explained how the different lights say different things, cant turn right on red, etc. Ms. Thornton asked if the consistency issue is throughout just the City or if it is throughout the State, County, etc.

The Chief replied that Ms. Novelli is spot on. There are at least three different roundabouts in Sherwood. Traffic circles and roundabouts should be completely flat and Dr. Takallou would agree. He stated that a consultant has been brought in to work on getting this better. The traffic lights are an ODOT issue. If someone were to start a drive in Newberg and go all the way up through Tigard, they would see many different types of lights. He went on to explain how the last meeting with ODOT went. ODOT has since reconfigured the light at Tualatin-Sherwood and HWY 99. The City has consistently received complaints which are referred to ODOT. That particular light is driven by a pedestrian light. ODOT is not interested in an argument and added that the City of Sherwood has absolutely zero control over that. Hopefully, the roundabout by the new high school will be constructed properly. He spoke a bit about the flashing yellow lights and how they can be confusing.

The Chief said that sometimes, in administrative roles, decisions are made in the safety of an office, but officers are the ones that have to show up when there's glass in the road and sometimes, some very hurt people.

## **9. Adjourn (Chair)**

With no other business, Chair Lohman asked for a motion to adjourn. Mr. Silverforb made a motion to adjourn, which was seconded by Ms. Thornton. All Board Members voted in favor and the meeting was adjourned at 9:25 pm.



Approval of Minutes:

  
Chair Ralph Lohman

  
Date

Attest:

  
Angie Hass, Executive Assistant

  
Date



**Annual Boards & Commissions Report to City Council**  
*(Insert Name of Board/Commission)*

**City Council Work Session**  
**Sherwood Center for the Arts**  
**22689 SW Pine Street**  
**Sherwood, OR 97140**  
**Thursday, December 12, 2019**  
**6:00 pm**

1. What are your two or three most significant accomplishments for this past year as a board or commission?

- A.
- B.
- C.

2. What are your two or three major goals for the upcoming year as a board or commission?

- A.
- B.
- C.