



AGENDA



Police Advisory Board	
Date & Time:	Thursday - January 16, 2020 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
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)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. Annual Boards & Commissions Dinner Re-Cap
6. Councilor News
7. Staff Report(s)
 - a. Traffic Safety Committee Update
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 at least 48 hours in advance of the scheduled meeting time.



Meeting Minutes



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1. Call to Order

Chair Lohman called the meeting to order at 7:05 p.m.

2. Roll Call

Board Members Present: Chair Ralph Lohman, Rich Miller, Bob Silverforb, Mike Smith, Vance Stimler, Megan Thornton and Laurie Zwingli

Board Members Absent: Vice Chair Diane Foster and Chris West

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

3. Approval of Minutes

November 21, 2019 Meeting Minutes

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

4. Board Member Announcements

Chair Lohman commented that he has noticed SPD Officers out in the community, working hard. He gave kudos to all of the Officers.

Ms. Zwingli announced the upcoming annual Sherwood Police Foundation fundraiser dinner, Boots & Bling. The date is set for May 16th and will be held at the Sherwood Center for the Arts. They would love to have all the Board Members attend.

5. Business

a. Annual Boards & Commissions Dinner Re-Cap

Mr. Smith thought that everything went well that evening and shared that the food was good. Chair Lohman also thought that all went well. He felt the PAB had a good presentation and liked that it was nice and short. He thanked Ms. Thornton for taking the time to simplify the report.

6. Councilor News

Councilor Young shared that the City is currently taking a polling. Unfortunately, a lot of people are not answering their phones, most likely due to the out of the state number. Some of the questions being asked are regarding the possible expansion of the fitness facility (YMCA), installation of a pedestrian bridge and the traffic calming program. Ms. Thornton said that she had been contacted:

Councilor Young stated that she, Council President Rosener, City Manager - Joe Gall, Chief Groth and Julia Hajduk had recently made a visit to Salem to try to get more funding for the pedestrian bridge. The City is hoping to get \$6.5 million more from the State. The total cost for the bridge is 11 million. The bridge will start by the YMCA and cross over to the new high school.

Council President Rosener was at the State Capitol that last Tuesday, lobbying for a 99 West traffic study. The study will help to plan for what 99 West will look like in the future.

Councilor Young stated that City Council had a riveting goal setting session last Saturday. City staff will take what work they did and put it together with guidelines. In addition to other topics, the PD is looking for an additional staffing study. Chief Groth clarified that it would be a phase II staffing study. Another topic of discussion was diversifying the tax base. Ideally, the City would get more industrial and commercial business. They want to get a goal set. There was also a UGB expansion discussion. Most Councilors don't want to go forward with that without updating the current Sherwood West Plan. The current plan is pretty old.

Mr. Smith asked about the goal for taxes and what percentage they are looking for with the residential and industrial increase. Councilor Young said that is what they are trying to determine and let Mr. Smith know that they are open to suggestions.

Mr. Silverforb asked about the phone survey and if there would be any way they could change the caller ID from an out of state number, so folks will be more apt to answer the phone. Councilor Young stated that she had spoken to the City Manager to see if the City could do something, such as get the word out to residents so people will know to expect the phone call. Mr. Silverforb feels that there are important questions being asked that many citizens would like to weigh in on. Mr. Smith said he had received a call and that the polltaker was very polite.

7. Staff Report(s)

a. Traffic Safety Committee Update

Chief Groth shared that the application deadline for the Traffic Safety Committee was extended to January 24th, in order to receive more applications. There was another committee advertising openings at the same time, so that may have had something to do with the lower turnout. They will put out another social media blast with the new closing date. Chair Lohman, Councilor Young and the Chief will be on the interview panel. They have received eight applications, so far. Once the interviews have been completed and applicants have been selected, their recommendations will be given to the Mayor and City Council. In the meantime, PD staff will be working on the traffic complaint forms. Once the committee has been formed, the first thing to do will be working to educate the committee. There will be a fair amount of work at the start. His hope is to have the committee up and going by March.

The Chief stated he will be sharing the Strategic Plan update and provide Board Members with an activity update at the next Board Meeting (2/20). The public demand calls for service were 100 less than the previous year. 2018 was the highest year ever and he suspects that 2019 will be the highest number as it was a busy year. January of 2020 has started off to be really busy.

Chief Groth provided a brief update on photo enforcement and shared that they continue to see drivers modify behaviors. As a result, the numbers are down, which gives staff a chance to catch up. He will provide the complete update at the next meeting.

The two new Officers will check in at the Police Academy on that upcoming Sunday night. Their first day is that Monday. So far, they have both been doing really well. Their graduation date is in May. Ms. Thornton asked if trainees spend their nights at the Academy. Mr. Stimler said that some commute, but a lot of them stay over. The Chief stated that PD staff will try to visit them a few times while they're there.

The Chief shared that he has had two lateral officers inquire about open positions. If all goes well, the PD will have two openings in July. These openings will be to fill an SRO position and one Patrol Officer position. It would be great if the two laterals applied. One of the laterals has recently gone on a ride along with a Sherwood Officer.

The Chief reported that the COPS (Community Oriented Policing Services) Office just released their grant information, which included how much money is available at this time. The amount is double what they normally do. The City will apply for grants to help pay for two SRO's. The SPD has applied in the past for these grants, but they have never received them. He recently spoke to City Manager, Joe Gall, about the program and with the new high school opening, they decided it would be a good idea to apply. Councilor Young asked how long the funding would be for. The Chief replied that the grant would cover 75% of the wages for the first three years. The City has to agree to pick the position(s) up and fund 100% for the fourth year. It will be a month long process.

Mr. Stimler asked the Board Members if any of them have ever attended an Academy Graduation. The Chief said that they had not. Councilor Young stated that she has and that it's pretty neat. The Chief agreed that it would be a great idea for the Board Members to attend and announced that the graduation date is Friday, May 8th. Ms. Thornton asked if the ceremony was during the day or night. The Chief said they are usually around 11 a.m. and last an hour. The ceremonies are open to the public. Ms. Zwingli asked where they take place and the Chief replied that they are at the Police Academy in Salem.

Chair Lohman stated that he had noticed that Tigard had installed photo enforcement cameras at three locations. The Chief replied that they are just for photo red light enforcement at this point and do not cite for speeding.

Mr. Smith asked how the prescriptions that are collected in the PD prescription drop box are destroyed. The Chief explained that there are strict policies. The CSO (Community Services Officer) empties the box, when full, with a witness/supervisor. The medications are either taken to DEA or to a burn facility called Covanta for destruction. Each box is weighed twice. Once the boxes are sealed they are never opened. The DEA sponsors the National Drug Take Back days, which the PD is required to host twice a year. Mr. Stimler shared that Kaiser gives bags to patients to return unused medications to them for destruction. He stated that their Department had to remove their drop box, as there were too many needles being put in the drop box. Needles are not allowed. As a result, their Evidence Tech got poked. Some white powder had also been dumped.

8. Citizen Comment

None.

9. Adjourn (Chair)

With no other business, Chair Lohman asked for a motion to adjourn. Mr. Miller made a motion to adjourn, which was seconded by Ms. Zwingli. All Board Members voted in favor and the meeting was adjourned at 7:31 pm.

Approval of Minutes:



Chair Ralph Lohman



Date

Attest:



Angie Hass, Executive Assistant



Date