



AGENDA



Police Advisory Board

Date & Time:	Thursday - September 15, 2022 7:00 pm
Location:	City Hall - Conference Rm A 22560 SW Pine Street, Sherwood, OR 97140
Attendees	
P.A.B. Members:	Council Liaison:
Brian Dorsey - Chair	Councilor Kim Young
Laurie Zwingli - Vice Chair	City Staff:
Diane Foster	Captain Carlson
Mike Meyer	Executive Assistant-Angie Hass
Marie Schapp	
Mike Schultz	
Mike Smith	
Megan Thornton	
Chris West	

This meeting will be live streamed at

<https://www.youtube.com/user/CityofSherwood>

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. October Meeting Cancellation (Citizens Academy)
 - b. Community Surveys – Review & Finalize
6. Traffic Safety Update (TSC Liaisons)
7. Councilor News
8. Staff Report(s)
9. Citizen Comment

How to Provide Citizen Comments: Citizen comments may be provided in person, in writing, or by telephone. Sign-up forms will be available at the meeting for anyone who wishes to provide comments in person. Written comments must be submitted at least 24 hours in advance of the scheduled meeting start time by email to policeinformation@sherwoodoregon.gov and must clearly state that it is intended as a general Citizen Comment for this meeting. To provide comment by phone during the live meeting, email or call, 503-625-5523, #2, at least 24 hours in advance of the meeting start time in order to receive dial-in instructions. In-person and telephone comments are limited to 4 minutes per person. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their name and by their city of residence." Anonymous comments will not be accepted into the meeting record.

10. Adjourn (Chair)

If you require an ADA accommodation for this public meeting, please contact the Sherwood Police Department at (503) 625-5523, #2 or policeinformation@sherwoodoregon.gov at least 48 hours in advance of the scheduled meeting time.



Meeting Minutes



Police Advisory Board

Date & Time:	September 15, 2022 - 7:00 pm
Location:	Sherwood City Hall 22560 SW Pine Street, Conference Rm "A" Sherwood, OR 97140

P.A.B. Members:	Council Liaison:
Brian Dorsey - Chair	Councilor Kim Young
Laurie Zwingli - Vice Chair	City Staff:
Diane Foster (TSC Liaison)	Jon Carlson – Police Captain
Mike Meyer	Angie Hass – Executive Assistant
Marie Schapp	
Mike Schultz	
Mike Smith (TSC Liaison)	
Megan Thornton	
Chris West	

This meeting was recorded and is available for viewing through the City of Sherwood's YouTube channel: <https://www.youtube.com/watch?v=gkQlqLSBeRA>.

Please note that audio only is available the first 23 minutes of this meeting.

1. Call to Order

Chair Dorsey called the meeting to order at 7:00 p.m. Due to audio and video issues, the official meeting start time was delayed.

2. Roll Call

Board Members Present: Chair Brian Dorsey, Vice Chair Laurie Zwingli, Marie Schapp, Mike Schultz, Mike Smith and Megan Thornton

Board Members Absent: Mike Meyer and Chris West

Staff & City Council Liaison Present: Captain Jon Carlson, Councilor Kim Young and Executive Assistant – Angie Hass

3. Approval of Minutes

August 18, 2022 Meeting Minutes

Mr. Smith moved that the August meeting minutes be approved as presented. Ms. Schapp seconded the motion. All board members voted in favor.

4. Board Member Announcements (Chair)

Vice Chair Zwingli gave another shoutout to the SRO's Corner (on Facebook). She thought that the PSA about checking your kids Instagram was really informative and was something that she didn't even realize was going on here. The idea that there were four or five young ladies who were dealing with it, was kind of scary. She thought that it was nice that the SRO is out there educating everybody and it's good to know that stuff does happen, even out here. Ms. Schapp asked if everyone had seen that the SRO's post had made it into the news. Chair Dorsey had seen it. Captain Carlson stated that reporters had visited the PD to do the news story. So far, Officer Wolfer had ten victims come forward.

Ms. Thornton talked about a non-profit group that helps youth who are dealing with these types of things. This group had spoken at the Sherwood Rotary meeting in August. If she can locate the group's information, she will forward it to Ms. Hass in case anyone would like to look into their services.

Ms. Schapp stated that she wouldn't be able to attend the October meeting. She believed that the October meeting would be cancelled due to the Citizens Police Academy. She also wanted to inform the board members that she won't be able to attend the Academy.

Mr. Smith shared that while looking at the City of Sherwood's website, earlier that day, he noticed that the Administrative Section hadn't yet been updated with the new Chief's photo, message, etc. Ms. Hass thanked him for the reminder and stated that she will see about getting it updated soon.

Ms. Thornton made an announcement stating that would be her last meeting, as she was resigning from the board. She had intended on making the announcement at the October meeting, but since there will not be an October meeting, she decided to let everyone know that evening. She had enjoyed her time with the board members, but four and a half years was her max. Chair Dorsey said that they appreciated her and the time that she had spent on the board. Other board members chimed in as well.

Chair Dorsey stated that he had seen SRO Wolfer on the news reporting about the Instagram victims, before he sought out the Facebook (FB) post. It was great to see that the media picked it up. The board members went on to discuss how dangerous this predatory behavior could be for these young people.

Chair Dorsey commented on the FB Post for Women's Police Day and thought it was awesome. Ms. Foster stated that because the SPD is on both Instagram and FB, her (and other) teenagers, see those posts as well. She thought it was good that the messages are reaching both the teens and the community.

5. Business (Chair / Staff)

a. October Meeting Cancellation (Citizens Police Academy)

Chair Dorsey announced that due to the Citizens Police Academy taking place the third week of October, there would be no October meeting for the Police Advisory Board. For those able to attend the academy, it is going to be a great opportunity for folks to get some first-hand experience on what officers have to do. As Vice Chair Zwingli had attended the first one, she encouraged folks, if they have the time, to sign up. It is very eye-opening to learn what our officers are dealing with day in and day out. She went on to share a bit more about what they might expect. She strongly urged anybody who had any sort of interest, to go through it.

There is a break in the video recording from the 17:30 minute mark to the 23 minute mark. Meeting minutes do not include that time period either.

b. Community Surveys – Review & Finalize

The board members reviewed the updated draft copy that had been revised at the August meeting (see Exhibit “A”). After some discussion and suggestions, a few changes were recommended and agreed to by all present board members. Ms. Hass will make the agreed upon changes and e-mail the updated draft copy to all board members for a final review. She will request that Mr. Meyer and Mr. West reply back to her to let her know if they approve. Once these steps are completed, she will look into finding the best format for getting the survey out and responses collected by as many residents as possible.

6. Traffic Safety Committee (TSC) Update (Staff and/or Liaisons)

7. Ms. Thornton inquired about the July meeting discussion regarding the roundabout on Cedar Brook, where the residents were asking for a police presence. She wondered if it was for one specific exit from the roundabout. She now drives that route at least three times a week and doesn't see where there is a problem. Ms. Foster provided a bit of clarification stating that the concern was more around the crosswalk by the park. Ms. Thornton stated that made more sense and a brief discussion ensued.

Mr. Smith reported that the August TSC meeting was cancelled, so there was nothing to share from that meeting. Ms. Hass had forwarded the TSC some information from the City Engineer, the week before, regarding parking in Old Town. That will be something that the committee will discuss at that month's meeting.

8. Councilor News

Councilor Young reported that there is an election coming up November 8th. City residents will be voting for a new Mayor and four councilors. She went on to explain how the terms work. Even though there will be an election, the appointments are already determined.

There has been an interest and discussions about allowing food carts in the City. If allowed, code updates would be required. The Council will be discussing this at their October 4th meeting.

The Grand Opening of the Cedar Creek Trail is scheduled for September 24th from 10-12. It will be taking place at the trail head adjacent to Stella Olsen Park.

Five applications have been received, so far, for a new City Attorney. The opening is scheduled to close on 9/19.

The design for the pedestrian bridge is still in the works and funding has been designated. Chair Dorsey asked if the bridge will be wheelchair accessible and Councilor Young stated that it will have both stairs and ramps. The Engineers are saying that the bridge design may even win an award, because it is going to be the first for this kind of design.

9. Staff Report(s)

Captain Carlson shared that the Citizens Academy is scheduled for October 20th, 5-9, October 21st, 5-9 and October 22nd, 8-3. It will be pretty high speed and very interactive. Lunch will be provided on Saturday.

Chair Dorsey asked if there are any physical requirements for the attendees. Captain Carlson said that some of the activities will involve handcuffing someone, making traffic stops and other live scenario type situations. All will take place at the PD. They will be outside at least half the day on Saturday and there is no cost to the attendees. Each participant will receive a free t-shirt. He asked the board members to send an e-mail to Chief Hanlon, if they are interested in attending. A background check will be conducted for everyone that applies. Captain Carlson stated that the different activities are optional, if someone is not comfortable. They may have to modify some of the firearm activities, since the range is undergoing some updates.

Chair Dorsey asked Captain Carlson for a hiring update. Captain Carlson reported that they are in backgrounds with two applicants, for backfilling. They conducted Reserve Officer interviews that week. The hope will be to send five to the Reserve Academy in January. They currently have three laterals attending the academy. Ms. Schapp inquired about the Cadet Program and Captain Carlson stated that the program isn't up and going at this time. They are hoping to get six Reserve Officers, total. Ms. Thornton asked about training for the Reserve Program and if it is similar to the Police Academy. Captain Carlson stated that the training is about the same as for Police Officers, but it is more drawn out, due to the Reserve Officers also holding full time jobs – so it takes longer. Reserves are required to ride along with a certified officer, 24 hours a month, in order to remain in the program. The motivation for a lot of the Reserve applicants is for them to have an opportunity to see if policing is a good fit for them.

10. Citizen Comment

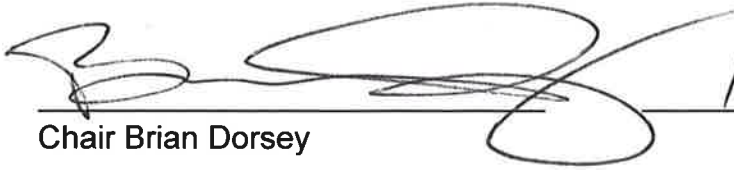
N/A

11. Adjourn (Chair)

Vice Chair Zwingli made a motion to adjourn the meeting and Ms. Thornton seconded the motion. All Board Members voted in favor and the meeting was adjourned at 7:56 p.m.

The next meeting is scheduled for November 17th at 7 p.m.

Approval of Minutes:

 10/20/2022
Chair Brian Dorsey Date

Attest:

 10/20/2022
Angie Hass, Executive Assistant Date

The Sherwood Police Department supports several businesses and roughly 21,000 residents. Typically, we have two officers on duty at all times. We want to ensure our department is supporting the needs and expectations of our local community. Please take a moment to complete the below survey which will be reviewed by the Police Advisory Board. Additional comments may be submitted via Public Comment or email directed to [insert appropriate email here].

1. Are you a resident of Sherwood?
2. How long have you lived in Sherwood? *Please make these checkboxes in the survey form.*
 - a. 0-5 years
 - b. 6-10 years
 - c. 11-15 years
 - d. 6+ years

3. Do you own or rent your home?
4. Are you aware that the Sherwood Police Department faces staffing challenges?
5. What are your top five (5) concerns? Please list in ranked order. *Please make these checkboxes in the survey form.*

- a. Traffic Concerns | Speeding
- b. School Safety | SRO
- c. Staffing | Funding
- d. Community Safety
- e. Community Engagement
- f. Emergency Response Time
- g. Enhanced Response to Community Mental Health Emergencies
- h. Officer Support Services (Mental, Emotional, Training, Equipment)
- i. Impaired Driving
- j. Drug Enforcement
- k. Pedestrian | Bike Safety
- l. Parking Enforcement
- m. Home/Retail Thefts
- n. Car Break-ins

Please add a comment box as well.

6. On average, there are two (2) officers on duty at any given time in a 24-hour period. If someone is arrested and taken to jail in Hillsboro, it's a 2-hour time period where an officer is not available to support Sherwood. How many officers should Sherwood have on duty at all times? *Please make these checkboxes.*
 - a. Two
 - b. Three
 - c. Four
 - d. Five or more

7. Are you willing to support an additional funding source for the Sherwood PD?

___Yes ___No