



AGENDA



Police Advisory Board	
Date & Time:	Thursday – June 15, 2023 7:00 pm
Location:	Sherwood Police Department, Community Room 20495 SW Borchers Drive, Sherwood 97140
Attendees	
P.A.B. Members:	Council Liaison:
Brian Dorsey - Chair	Councilor Kim Young
Laurie Zwingli - Vice Chair	City Staff:
Richard Amicci	Chief Ty Hanlon
Diane Foster (TSC Liaison)	Executive Assistant-Angie Hass
Lawrence O'Keefe	
Marie Schapp	
Mike Schultz	
Mike Smith (TSC Liaison)	
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 April Meeting Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. Chair & Vice Chair – Nominations / Selections (Effective 7/1/2023)
 - b. TSC Liaisons Selections (Effective 7/1/2023)
 - c. Mid-Year Goal Review
6. Traffic Safety Committee Update (TSC Liaisons)
7. Councilor News
8. Staff Report(s)
 - a. Policy Updates / Board Review
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:	June 15, 2023 - 7:00 pm
Location:	Sherwood Police Department-Community Room 20495 SW Borchers Drive Sherwood, OR 97140



P.A.B. Members:	Council Liaison:
Brian Dorsey - Chair	Councilor Kim Young
Laurie Zwingli - Vice Chair	City Staff:
Richard Amicci	Ty Hanlon – Police Chief
Diane Foster (TSC Liaison)	Angie Hass – Executive Assistant
Lawrence O’Keefe	
Marie Schapp	
Mike Schultz	
Mike Smith (TSC Liaison)	
Chris West	

Please Note: Due to technical issues, this meeting was not live streamed or available on the City of Sherwood’s YouTube channel.

1. Call to Order

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

2. Roll Call

Board Members Present: Chair Brian Dorsey, Vice Chair Laurie Zwingli, Richard Amicci, Diane Foster, Lawrence O’Keefe, Mike Smith and Chris West

Board Members Absent: Marie Schapp and Mike Schultz

Staff & City Council Liaison Present: Chief Ty Hanlon, Councilor Kim Young and Executive Assistant – Angie Hass

3. Approval of Minutes

April 20, 2023 Meeting Minutes

Mr. West moved that the April meeting minutes be adopted as presented. Mr. Amicci seconded the motion. All present board members voted in favor.

4. Board Member Announcements (Chair)

Mr. West shared an interaction he'd had with Officer Keesee and stated that it was cool to see him doing what they do. He was also pleased that he often sees Sherwood's finest driving down his street via his Ring video.

He had recently observed a traffic back up in north Wilsonville on Basalt Creek Parkway. Clackamas County was writing lots of tickets. He wasn't sure what was going on with traffic, but it was bumper to bumper.

Vice Chair Zwingli gave another shout out to whoever is responsible for posting SPD's social media. They are doing a phenomenal job. She's noted the good feedback on the posts. Almost all comments are positive ones and some of the followers are not even from Sherwood. The Chief stated that they had just reached 16,500 followers. He thinks it's really important that they're getting those messages out there and letting people know what they're up to. As a result of a recent post, they received lots of tips on a theft post. They are going to start doing a live segment and are looking for input on what to call it. They hope to get it up and going in the next few weeks.

Mr. Smith reported that he had just returned from 10 days in Costa Rica. He shared that since the last meeting, he had attended the sergeants training scenario event. He had the opportunity to meet SPD Officer Mitchell and Chaplain Parrish. He recommended that others attend this type of event, if the opportunity arises. It will be worth the time. SPD's newest Sergeants, Jason Christensen and Corey Jentzsch were in attendance. The Chief explained that this was for an 80 hour training class for sergeants that was put on by the Portland Police Bureau. The last day of the training is scenario based, which is what Mr. Smith was part of. The Portland Police Bureau Training Center is located out by the Portland Airport. Mr. Smith stated that it is a phenomenal training center.

Mr. West asked the Chief if SPD had been part of a driving training taking place at the TVF&R Training Center. The Chief replied that they hadn't participated.

Mr. Amicci stated that he loves seeing the SPD officers out and about. He had taken his family to the Coffee With the Force event at Dutch Bros in May. He felt proud of the Sherwood officers.

Chair Dorsey wondered if the SPD had received any tips on the graffiti bandits. Chief Hanlon replied that they had all been apprehended.

5. Business (Chair / Staff)

a. Chair & Vice Chair Nominations / Selections (Effective 7/1/2023)

Mr. West nominated Chair Dorsey to continue in the Chair position. Chair Dorsey accepted. A motion as made, seconded and all board members approved.

Chair Dorsey nominated Vice Chair Zwingli to continue in her current role as Vice Chair. Vice Chair Zwingli accepted the nomination. A motion as made, seconded and all board members approved.

b. TSC Liaisons Selections (Effective 7/1/2023)

Mr. Amicci asked when the TSC meetings are held and it was mentioned that they are the fourth Thursday of every month. He said that he would be willing to step up. Ms. Foster and Mr. Smith are not available to continue as liaisons. As no one else is able and/or willing to take on this additional role, the TSC will just have one liaison for the time being.

Mr. West asked about Marie's vacant spot. The Chief replied that interviews had taken place and an individual had been selected. Next is the approval process with the Mayor and City Council.

Mr. West made a motion that Mr. Amicci serve as liaison for the TSC and Ms. Foster seconded the motion. All present board members voted in favor. Chair Dorsey thanked Ms. Foster and Mr. Smith for their time served as liaisons.

Mr. West asked if the City Council had approved the budget. Councilor Young stated that would take place at the next Tuesday's meeting. Mr. West wondered how the PD's budget was looking and the Chief stated that he would go over that later in the meeting.

c. Mid-Year Goal Review

Chair Dorsey went over the 2023 goals. ***Please see Exhibit "A".***

- 1) Everyone felt that the community survey process had gone well.
- 2) The strategic staffing plan is something that they will be working on soon.
- 3) The Chief talked about the challenge with putting the Citizens Police Academy together. He asked the board members to think of ways to promote in order to get more folks to participate. Mr. Smith asked if they could contact someone from Tigard to see how they got participants. There was a conversation about who all was invited initially. The Chief said that they would need to limit to 15 participants. Mr. O'Keefe asked what resources are required in order to put an academy together. How many staff members are required to put it on, etc. The Chief stated that they would need about 10 PD staff members. Ms. Zwingli asked if it would have to be SPD staff and the Chief explained why that would work best.
- 4) Mr. West explained why he thinks it is important for the PAB to continue providing input when approving/reviewing new policies.
- 5) Chief Hanlon talked about the recent PAB interviews and how several of the applicants were in tune with the Police Advisory Board's mission and goals. Chair Dorsey asked the board members what they thought about putting a video on the City website about the PAB. Mr. Amicci suggested titling it, "The Reason We Serve". Mr. West talked about

some of the issues the PAB had discussed and assisted with over the years. He thought some of that should be included in the video. Some topics he mentioned were working on the original staffing study, the evolution of the town, etc.

Chair Dorsey went over the potential challenges and/or roadblocks. There was a discussion about the possibility of having a younger person serve on the board, with only a one year commitment. Ms. Foster said it does seem like the PAB is missing that. Councilor Young stated that maybe next time there's an opening, they could work with the high school.

Chair Dorsey read on, to discuss the "Potential challenges and/or roadblocks to achieving our 2023 goals".

- 2) The board members were pleased with the distribution of the community survey.
- 3) There was a brief discussion and reminder of why fracturing and anxiety in the community was listed. Most felt that this is improving.

In regards to the SPD FB posts, Mr. Amicci asked if the PD comments or responds to comments made on the posts and if they have staff to help stamp out rumors on other community pages. The Chief replied that there are a lot of groups out there and it would be difficult to respond to all. The PD tries to stay neutral and stay out of the weeds. Chair Dorsey added it can be a rabbit hole. It is good for the PD staff to keep centralized on their own social media sites.

6. Traffic Safety Committee Update (TSC Liaisons)

The May TSC meeting was cancelled, so there was nothing new to report. Ms. Foster provided a brief update on what the TSC is currently working on.

7. Councilor News

Councilor Young shared that the Robin Hood Plaza had been completed and she had attended the ribbon cutting ceremony the day before. The Plaza turned out better than she thought it would. It has the same number of parking spaces as the gravel lot did.

The weekend prior, the City re-opened Veteran's Memorial Park as the updates had been completed. The City of Sherwood is the first to include the Space Force on the list of Veterans.

Councilor Young reported that the 2023-2024 budget had gone through the Budget Committee and would hit the City Council the next week. The PD didn't request additional FTE's, but they will have funds to help with an overlap, due to all of the upcoming retirements.

Mr. West wondered if the tasers and body cameras that were demonstrated for them last fall were approved in the budget. Chief Hanlon stated that they had just signed an agreement.

Councilor Young said that there will be a second public hearing the following week in regards to the Camping Ordinance, H3315. Camping in the City was outlawed years ago. They will need to make a few changes to ordinance for the hours of 9 pm to 7 am and no tents after 7 a.m. They are working with nearby cities to make sure that everyone's ordinances are the same.

Chair Dorsey asked if citizens can rent out the new Robin Hood Plaza. Councilor Young wasn't sure and stated that a party is scheduled to take place at the plaza on July 8th.

Mr. Smith asked Councilor Young if she had an update on the property next to Symposium. She stated that she didn't have an update for him at that time. Mr. West inquired about the property next to the Oregon townhomes. Councilor Young replied that more townhomes would be going in at that location.

Chair Dorsey asked about the status of the sale of the YMCA, as he was hoping they will lower their membership fees after all has been completed. Councilor Young thought that the sale should be completed by the end of the year. Chair Dorsey asked her if she knew what was going in where the former Regal Cinema building is located. Councilor Young wasn't aware of a plan at that time.

8. Staff Report(s)

Chief Hanlon reported that they still had one recruit in the Academy. The officer is due to graduate in October.

Final interviews were currently taking place for the Evidence Tech position. They received applications from 108 individuals. They had to finally turn it off, since they had received so many. Five applicants had been selected to move forward to the final interview.

They currently have three officer applicants in the background phase. Chief Hanlon talked a bit about the challenge with getting recruits into the academy and added that they have had some good recruit applicants.

They hope to have a second SRO in play by October.

With their "Career Cycle Planning", they are trying to get ahead of the game with the upcoming retirements. He has had conversations with members of other agencies who are interested in coming to Sherwood. He thought it was cool to see others wanting to come to Sherwood.

Chief Hanlon reported that the 2023-2024 budget is in its final stage.

The SPD staff will be working at the Cruisin' event that weekend. They will have tents set up outside Sesame Donuts. No command trailer this year.

Councilor Young asked about the barricades that the PD was hoping to get. Chief Hanlon explained how they are supposed to be receiving \$120K for eight barricades through a grant. Captain O'Loughlin had been working on getting a grant for this purchase. They hope to have them in time for the Robin Hood Festival. Councilor Young stated that these will be something that can be borrowed and shared with other cities. Chief Hanlon stated that they will continue to try to get these types of things through grants. Councilor Young thought it was nice that agencies work together to help each other.

The Chief reported that photo enforcement will be back on in a month or so and will just be speed enforcement. The hope is that it will get drivers to slow down. Mr. Amicci wondered if it was a big revenue hit to the City, having it down for so long and the Chief replied that it was. Councilor Young explained that the City Council likes the revenue but they also want people to not speed through Sherwood.

Chair Dorsey asked if any of the officers old gear is turned over to other agencies. The Chief replied that it is and that they had just gotten rid of some old radios, which will be sold to other agencies. Mr. Smith asked if the vests expire because of technology? Chief Hanlon replied that it is more because of the body sweat, etc., which can compromise the effectiveness over time.

a. Police Updates / Board Review

Chief Hanlon proceeded to go over the policy updates (see **Exhibit "B"**). Use of Force and driving are the biggest liabilities of any police department.

Councilor Young thought that it was much easier to review the updates with the updated and former policy side by side. Mr. West talked about the Pursuit policy. The Chief said that Sherwood's policy is very thoughtful and gave some examples. Drone's will be very helpful once they get them.

Chair Dorsey talked about the riot control section. The Chief stated that Sherwood doesn't have tear gas. If it was deemed necessary, they would request the Washington County Riot Control Team to respond.

Chief Hanlon stated that chapter three is a major change, but it is a simple adjustment to where it's going in the policy.

The board members stated that they are comfortable with the Chief sharing the changes that are considered more critical instead of going over all of the smaller, more minor changes. The Chief will put a different document together and Angie will send electronically to all board members for their review before the next month's meeting.

9. Citizen Comment

Sherwood resident, Matt Davis, shared a traffic concern that affects he and his family, daily. At the intersection of Sunset and Main, multiple times a day, cars are revving their engines and driving at excessive speeds. Construction crews are quieter than these vehicles. It was getting to the point where he wants to paint ball these vehicles. That specific area is difficult to get officers to sit there, due to lack of room. These drivers are revving their engines and speeding up Ladd Hill Road. He is very frustrated and doesn't know what to do about it. The only quiet times on the street are from 8-11 a.m. Mr. Amicci asked if this happens just when drivers are going up the hill. Matt replied that it is all directions, however, the majority of the drivers are going up Sunset and Ladd Hill and involves all types of vehicles.

Councilor Young asked the Chief if Oregon has laws for sound. He replied that Oregon does have an excessive noise law. The Chief will provide Matt his card and asked that Matt send him an e-mail.

The board members had a discussion about moving the Citizen Comment portion of the agenda to the beginning of the meeting.

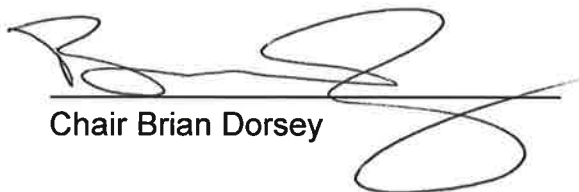
Vice Chair Zwingli shared a similar situation near her home and stated that her neighbors were working with officers. It seems to have made it better.

10. Adjourn (Chair)

Mr. Smith made a motion to adjourn the meeting and Mr. West seconded the motion. All board members voted in favor and the meeting was adjourned at 9 p.m.

The next meeting is scheduled for July 20th at 7 p.m.

Approval of Minutes:


Chair Brian Dorsey

7/20/2023
Date

Attest:


Sabrina Sharp, Admin Assistant II

7/20/2023
Date



2022 Annual Boards & Commissions Report to City Council
Police Advisory Board
City Council Meeting – 12/7/2022
Sherwood Center for the Arts

2022 Achievements & Successes:

- 1) Onboarding of the new Chief.
- 2) Fostered continued public interest in the Police Department and its activities.
- 3) Provided continued support and participation in the Traffic Safety Committee, which is becoming more visible in the community.
- 4) Developed a Sherwood Police Department Community Survey.

2023 Goals:

- 1) Aim to distribute the Sherwood Police Department Community Survey.
- 2) Develop a strategic staffing plan based on responses to the community survey.
- 3) Assist with recruiting and support for the next Citizens Police Academy.
- 4) Continue to review police policies and provide input, as necessary, to the City Council.
- 5) Communicate the Police Advisory Board's mission and goals to the community.

Potential challenges and/or roadblocks to achieving our 2023 goals:

- 1) Citizens still don't know enough about the Police Advisory Board.
- 2) Wide enough distribution of the Sherwood Police Department Community Survey.
- 3) Fracturing and anxiety in the community.

Exhibit "B"

Policy

Priority

Chapter 3 – General Operations

Officer-Involved Shootings and Deaths

Major

Chapter 10 – Personnel

Fitness for Duty

Critical

Line-of-Duty Deaths

Major

Wellness Program

Critical

Total: 4

Chapter 3 – General Operations

Officer-Involved Shootings and Deaths

This policy has been updated because a new Wellness Program Policy has been added to the manual. If you do not accept the addition of the Wellness Program Policy in your manual, you should reject the below updates to this policy. Changes to this policy include:

- In **INVOLVED OFFICERS**, content has been removed and relocated to the new Wellness Program Policy.
- A policy reference has been added to **DEBRIEFING**.
- **CRITICAL INCIDENT STRESS DEBRIEFING** has been deleted, and its relevant content moved to the new Wellness Program Policy.

Chapter 10 – Personnel

Fitness for Duty

This policy has been updated because a new Wellness Program Policy has been added to the manual. If you do not accept the addition of the Wellness Program Policy in your manual, you should reject the below update to this policy. Changes to this policy include:

- **MENTAL HEALTH WELLNESS PROGRAM** has been deleted, and its relevant content moved to the new Wellness Program Policy.

Unrelated to the Wellness Program Policy update, additional changes include:

- **PURPOSE AND SCOPE** has been updated to be more concise.
- **POLICY** has been added as a new section for consistency with other policies in your manual. KMS automatically adds all new sections to the bottom of the policy, so as not to alter any agency-specific customization. To move the new section to the location Lexipol recommends (below **PURPOSE AND SCOPE**), first, accept all updates. Then, while in the edit mode, hold the cursor over **POLICY**, right-click for options, and select the option "Move." The section titles will appear. Select **PURPOSE AND SCOPE**, and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Below." KMS will refresh and the new section will be in the correct location and the other sections will be renumbered accordingly. Your agency can also accept all updates without relocating the section, but that is not recommended.
- **EMPLOYEE RESPONSIBILITIES** has been renamed **MEMBER RESPONSIBILITIES**, and the content has been updated to include Lexipol's best practices.
- **SUPERVISOR RESPONSIBILITIES** has been updated with Lexipol's best practices.
- **REPORTING** and **DUTY STATUS** have been added as subsections in **SUPERVISOR RESPONSIBILITIES** to include other specific supervisor responsibilities.

- **NON-WORK RELATED CONDITIONS, WORK RELATED CONDITIONS, and PHYSICAL AND PSYCHOLOGICAL EXAMINATIONS** have been deleted as the content has been determined to be too general and often falls under the guidance of existing human resources policies and procedures. You may keep the content if it is determined that the sections provide appropriate guidance and have been approved by your legal counsel or human resources department, but Lexipol will no longer support the content. Some content has been moved into the new section, **FITNESS-FOR-DUTY EVALUATIONS**, and further modified.
- **FITNESS-FOR-DUTY EVALUATIONS** and its subsection, **PROCESS**, have been added to update and expand upon content that previously existed in **PHYSICAL AND PSYCHOLOGICAL EXAMINATIONS**. KMS automatically adds all new sections to the bottom of the policy, so as not to alter any agency-specific customization. To move the new section to the location Lexipol recommends (below **SUPERVISOR RESPONSIBILITIES**), first, accept all updates. Then, while in the edit mode, hold the cursor over **FITNESS-FOR-DUTY EVALUATIONS**, right-click for options, and select the option "Move." The section titles will appear. Select **SUPERVISOR RESPONSIBILITIES**, and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Below." KMS will refresh and the new section will be in the correct location and the other sections will be renumbered accordingly. Your agency can also accept all updates without relocating the section, but that is not recommended.
- **LIMITATION ON HOURS WORKED** has been updated for style, grammar, and clarity.
- **APPEALS** has been updated with Lexipol's best practices, and a policy reference has been corrected.

Line-of-Duty Deaths

This policy has been updated because a new Wellness Program Policy has been added to the manual. If you do not accept the addition of the Wellness Program Policy in your manual, you should reject the below updates to this policy. Changes to this policy include:

- **NOTIFYING AGENCY MEMBERS** has been updated to clarify an assistance example. The section name is based on a text entity and may vary depending on how you answered the General Information Questionnaire.
- Terminology has been updated in **LIAISONS AND COORDINATORS** and **SURVIVOR SUPPORT LIAISON**, and punctuation has been corrected.
- **CRITICAL INCIDENT STRESS MANAGEMENT COORDINATOR** has been renamed **WELLNESS SUPPORT LIAISON** and has been updated to advise collaboration with the agency wellness coordinator instead of the agency head, terminology has been changed, and punctuation has been corrected.

Wellness Program

New Policy

This new policy has been developed to provide guidance on establishing and maintaining an agency wellness program to support a healthy quality of life for agency members. Highlights include:

- **POLICY** communicates the agency's commitment to member wellness.
- **WELLNESS COORDINATOR** identifies the primary responsibilities of the agency's wellness coordinator, including establishing procedures for agency peer support and Critical Incident Stress Debriefings, verifying members have reasonable access to wellness support, and facilitating the delivery of wellness information and training to members.
- **PEER SUPPORT MEMBER RESPONSIBILITIES** and **PEER SUPPORT MEMBER TRAINING** provide direction on the duties and training of agency peer support members.
- **CRITICAL INCIDENT STRESS DEBRIEFINGS** contains content that has been moved to this policy from the Officer-Involved Shootings and Deaths Policy. The updated content includes guidance on when such debriefings should occur, who should organize them, and attendance and confidentiality requirements. Peer support communication content has been consolidated to include all Critical Incident Stress Debriefings, including those that occur after officer-involved shootings.
- **PEER SUPPORT COMMUNICATIONS** addresses communications between members and peer support providers.
- **PHYSICAL WELLNESS PROGRAM** includes guidelines for agencies that implement a physical wellness program.
- **WELLNESS PROGRAM AUDIT** provides for a system of periodic review and revision of the wellness program to improve its effectiveness.
- **TRAINING** provides topic guidance for agency wellness training.

Policy

Priority

Chapter 1 – Law Enforcement Role and Authority

Law Enforcement Authority

Minor

Chapter 3 – General Operations

Use of Force

Minor

Standards of Conduct

Minor

Chapter 4 – Patrol Operations

Immigration Violations

Minor

First Amendment Assemblies

Minor

Medical Aid and Response

Minor

Chapter 5 – Traffic Operations

Vehicle Towing

Critical

Chapter 8 – Support Services

Records Bureau

Minor

Chapter 9 – Custody

Temporary Custody of Adults

Major

Chapter 10 – Personnel

Recruitment and Selection

Minor

Personnel Complaints

Minor

Personnel Records

Major

Employee Speech, Expression and Social Networking

Minor

Wellness Program

Critical

Total: 14

Chapter 1 – Law Enforcement Role and Authority

Law Enforcement Authority

Laws referenced in this policy have been codified. Changes to this policy include:

- In **AUTHORITY TO ARREST**, citations have been updated.

Chapter 3 – General Operations

Use of Force

Laws referenced in this policy have been codified. Changes to this policy include:

- In **DUTY TO INTERCEDE AND REPORT, STATE REPORTING REQUIREMENTS, ALTERNATIVE TACTICS - DE-ESCALATION, VERBAL WARNING PRIOR TO USE OF FORCE, and USE OF FORCE - JUSTIFICATION**, citations have been updated.
- In **PERSPECTIVE**, the Edit Level has been changed from "State" to "Best Practice" to better reflect the content.
- In **DEADLY FORCE APPLICATIONS**, a citation has been updated, and gendered pronouns have been removed.

Standards of Conduct

Laws referenced in this policy have been codified. Changes to this policy include:

- In **DUTY TO INTERVENE AND REPORT**, citations have been updated.

Chapter 4 – Patrol Operations

Immigration Violations

A law referenced in this policy has been codified. Changes to this policy include:

- In **IMMIGRATION INQUIRIES PROHIBITED, INDIVIDUAL RIGHT NOTIFICATION, FEDERAL REQUESTS FOR ASSISTANCE, FEDERAL IMMIGRATION ENFORCEMENT REQUESTS AND DOCUMENTATION, and INFORMATION SHARING**, citations have been updated.

First Amendment Assemblies

A law referenced in this policy has been codified. Changes to this policy include:

- In **OPERATIONAL PLANS**, a citation has been updated.
- In **PUBLIC REQUEST OF OFFICER IDENTIFICATION** and **INVESTIGATION OF OFFICER IDENTIFICATION**, citations have been updated. The section names are based on a text entity and may vary depending on how you answered the General Information Questionnaire.

Medical Aid and Response

A law referenced in this policy has been codified. Changes to this policy include:

- In **MEDICAL ATTENTION FOR RESTRAINED PERSONS**, a citation has been updated.

Chapter 5 – Traffic Operations

Vehicle Towing

As part of ongoing quality maintenance, this policy has been reviewed and updated with current best practices regarding the towing of vehicles. This is a completely revised policy. All updates should be accepted to avoid mixing old and new content. Changes to this policy include:

- **PURPOSE AND SCOPE** has been updated to better reflect the content of this policy.
- **RESPONSIBILITIES, TOWING SERVICES, IMPOUND AT ARREST SCENES, IMPOUNDING RELATED TO CRIMINAL INVESTIGATIONS, VEHICLE INVENTORIES, VEHICLE SEARCHES, SECURITY OF VEHICLES AND PROPERTY, RELEASE CRITERIA**, and their subsections have been deleted in their entirety.
- **POLICY** has been added as a new section for consistency with other policies in your manual.
- **NOTICE PRIOR TO TOW, REMOVAL OF VEHICLES DUE TO HAZARD, ARREST SCENES, VEHICLES RELATED TO CRIMINAL INVESTIGATIONS, RECORDS, TOWING SERVICES, VEHICLE INVENTORIES**, and **SECURITY OF VEHICLES AND RETRIEVAL OF PROPERTY** have been added as new sections to include state requirements and best practice content.
- **STATE REQUIREMENTS** has been added as a subsection in **VEHICLES RELATED TO CRIMINAL INVESTIGATIONS**.
- **VEHICLES STORAGE REPORTS** and **NOTICE OF TOWS** have been added as subsections in **RECORDS**.
- **OPPORTUNITY TO REMOVE PROPERTY** has been added as a subsection in **VEHICLE INVENTORIES** to address the recent holding in *State v. Fulmer*, 360 Or. 224 (2020) by including language directing officers to give an owner, operator, or occupant of a vehicle who is not

subject to arrest and who is present at the scene notice and opportunity to take readily retrievable personal items from the vehicle prior to impound and inventory.

- The Guide Sheet has been updated.

Chapter 8 – Support Services

Records Bureau

A law referenced in this policy has been codified. Changes to this policy include:

- In **RECORDS BUREAU**, a citation has been updated. The subsection name is based on a text entity and may vary depending on how you answered the General Information Questionnaire.

Chapter 9 – Custody

Temporary Custody of Adults

A law referenced in this policy has been codified. Changes to this policy include:

- In **INDIVIDUAL RIGHT NOTIFICATION** and **NONDISCRIMINATION**, citations have been updated.

Chapter 10 – Personnel

Recruitment and Selection

Laws referenced in this policy have been codified. Changes to this policy include:

- In **SELECTION PROCESS**, citations have been updated, and grammar has been corrected.

Personnel Complaints

Laws referenced in this policy have been codified. Changes to this policy include:

- In **NOTIFICATION TO THE DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING**, citations have been updated.

Unrelated to the codification, additional changes include:

- A policy reference has been corrected in **RETENTION OF PERSONNEL INVESTIGATION FILES**.
-

Personnel Records

A law referenced in this policy has been codified. Changes to this policy include:

- In **RELEASE OF PERSONNEL INFORMATION**, citations have been updated, and a text entity has been corrected.
 - In **RETENTION AND PURGING**, a citation has been updated, and a serial comma has been added.
-

Employee Speech, Expression, and Social Networking

A law referenced in this policy has been codified. Changes to this policy include:

- In **PURPOSE AND SCOPE**, a citation has been updated.
-

Wellness Program

A review of this policy has resulted in updates to better align with national best practices, including those defined by CALEA standards. Changes to this policy include:

- **PURPOSE AND SCOPE** has been updated to better explain the scope of what a wellness program includes.
- **WELLNESS COORDINATOR** has been updated to establish that the coordinator receives training for the position and to include additional responsibilities relating to an Employee Assistance Program.
- **PEER SUPPORT MEMBER RESPONSIBILITIES** has been updated to clarify training topics.
- **PHYSICAL WELLNESS PROGRAM** has been updated to better conform to the applicable CALEA standard, and the Edit Level has been changed from "Discretionary" to "Best Practice."
- **TRAINING** has been updated for consistency with wellness industry language, and list formatting has been corrected.
- The Guide Sheet has been updated.

Chapter 3 – General Operations

Control Devices and Techniques

This policy has been updated because legislative action impacts its content. The update should be accepted and implemented as soon as possible. 2022 OR HB 4008 made further changes to ORS 181A.708, the statute created in the first special session of 2020 to govern the use of tear gas, chemical incapacitants, and kinetic impact munitions in crowd control operations. The new version of ORS 181A.708 defines crowd control as pre-violence management or dispersal of a group of people. It prohibits the use of handheld chemical incapacitants and kinetic impact munitions in crowd control operations and allows the use of tear gas under defined circumstances. Changes to this policy include:

- **OLEORESIN CAPSICUM (OC) GUIDELINES** has been updated to be more restrictive, a citation has been added, and the Edit Level has been changed from "Best Practice" to "State."
- **CROWD CONTROL GUIDELINES** has been updated to provide updated guidance consistent with the new law.
- **ADDITIONAL CROWD CONTROL CONSIDERATIONS** has been updated to include additional considerations and new citations.
- In **DEPLOYMENT CONSIDERATIONS**, a citation has been updated.

Policy

Priority

Chapter 3 – General Operations

Use of Force

Major

Vehicle Pursuits

Major

Discriminatory Harassment

Major

Chapter 4 – Patrol Operations

[Briefing] (formerly [Briefing] Training)

Major

Medical Aid and Response

Major

Chapter 10 – Personnel

Personnel Complaints

Critical

Wellness Program

Major

Total: 7

Chapter 3 – General Operations

Use of Force

As part of ongoing quality maintenance of manual content, Lexipol has reviewed the appropriateness of the term "excited delirium" in our content. After reviewing documents published by the medical community and other thought leaders in the law enforcement industry, we have decided to remove the term from our policies. Changes to this policy include:

- In **MEDICAL CONSIDERATIONS**, a reference to the term, and gendered pronouns, have been removed.

Vehicle Pursuits

A review of this policy has resulted in several updates. Changes to this policy include:

- In **DEFINITIONS**, a text entity has been corrected.
- In **WHEN TO INITIATE A PURSUIT**, content has been reworded for clarification, and punctuation has been corrected.
- In **WHEN TO TERMINATE A PURSUIT**, formatting has been corrected, and serial commas have been added.
- In **PRIMARY PURSUIT VEHICLE RESPONSIBILITIES**, a "shall" has been changed to "should" because there is no legal mandate that requires the notification, gendered pronouns have been removed, and serial commas have been added.
- **SUPERVISORY CONTROL AND RESPONSIBILITY** has been renamed **SUPERVISORY CONTROL AND RESPONSIBILITIES**, content has been reworded for clarification, gendered pronouns have been removed, and a serial comma has been added.
- **COMMUNICATION CENTER RESPONSIBILITIES** has been renamed **RESPONSIBILITIES**, and grammar has been corrected.
- In **INTERVENTION STANDARDS**, a misspelling has been corrected, grammar has been corrected, and serial commas have been added.
- In **REPORTING REQUIREMENTS**, punctuation has been corrected, and serial commas have been added.

Discriminatory Harassment

This policy has been updated because legislative action impacts its content. 2022 OR SB 1586, effective Jan. 1, 2023, amended law by providing, as a default, that a public employer may not enter into a settlement agreement that contains a nondisclosure, nondisparagement, or similar provision regarding a claim of workplace harassment with a former, current, or prospective employee who was the victim of the harassing behavior. An exception may be made if the employee requests such a provision. Furthermore, ORS 243.319 was amended to require a public employer seeking to enter into a

settlement agreement regarding a claim of workplace harassment with a former, current, or prospective employee to provide a copy of the employer's antidiscrimination policy. Changes to this policy include:

- In **ADDITIONAL REQUIREMENTS**, content has been updated to include a requirement for appropriate notices regarding unlawful employment discrimination be given to former, current, or prospective employees, as the situation dictates, and citations have been updated.

Chapter 4 – Patrol Operations

[Briefing] (formerly [Briefing] Training)

A review of this policy has resulted in updates to several sections. Changes include:

- The title of this policy has been changed from **Briefing Training** to **Briefing**. The title is based on a text entity and may vary depending on how you answered the General Information Questionnaire.
- **PURPOSE AND SCOPE** has been updated to better reflect the contents of the updated policy, and content was moved to the new **BRIEFING** and **TRAINING** sections.
- **POLICY** has been added as a new section for consistency with other policies in your manual. KMS automatically adds all new sections to the bottom of the policy, so as not to alter any agency-specific customization. To move the new section to the location Lexipol recommends (below **PURPOSE AND SCOPE**), first, accept all updates. Then, while in the edit mode, hold the cursor over **POLICY**, right-click for options, and select the option "Move." The section titles will appear. Select **PURPOSE AND SCOPE**, and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Below." KMS will refresh, the new section will be in the correct location, and the other sections will be renumbered accordingly. Your agency can also accept all updates without relocating the section, but that is not recommended.
- **BRIEFING** has been added as a new section to include content moved from **PURPOSE AND SCOPE**. The section name is based on a text entity and may vary depending on how you answered the General Information Questionnaire. KMS automatically adds all new sections to the bottom of the policy, so as not to alter any agency-specific customization. To move the new section to the location Lexipol recommends (below **POLICY**), first, accept all updates. Then, while in the edit mode, hold the cursor over **BRIEFING**, right-click for options, and select the option "Move." The section titles will appear. Select **POLICY**, and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Below." KMS will refresh, the new section will be in the correct location, and the other sections will be renumbered accordingly. Your agency can also accept all updates without relocating the section, but that is not recommended.
- **RETENTION OF BRIEFING TRAINING RECORDS** has been moved to a subsection in **BRIEFING** for better readability. The section name is based on a text entity and may vary depending on how you answered the General Information Questionnaire.
- In **PREPARATION OF MATERIALS**, text entities have been updated, and gendered pronouns have been removed.
- **TRAINING** has been added as a new section to include content moved from **PURPOSE AND SCOPE**.

- The Guide Sheet has been updated.

Medical Aid and Response

As part of ongoing quality maintenance of manual content, Lexipol has reviewed the appropriateness of the term "excited delirium" in our content. After reviewing documents published by the medical community and other thought leaders in the law enforcement industry, we have decided to remove the term from our policies. Changes to this policy include:

- In **FIRST RESPONDING MEMBER RESPONSIBILITIES**, the term "excited delirium" has been removed, and content has been updated to include additional descriptive information to better describe subject behavior and symptoms.

Chapter 10 – Personnel

Personnel Complaints

This policy has been updated because regulatory action impacts its content. The update should be accepted and implemented as soon as possible. The Commission on Statewide Law Enforcement Standards of Conduct and Discipline recently published new rules establishing uniform standards of conduct and discipline for law enforcement officers. Changes to this policy include:

- **PRESUMPTIVE DISCIPLINARY SANCTIONS** has been added as a new subsection in **POST-ADMINISTRATIVE INVESTIGATION PROCEDURES** to address the imposition of presumptive sanctions and permissible variations in discipline. KMS automatically adds all new subsections to the bottom of the section, so as not to alter any agency-specific customization. To move the new subsection to the location Lexipol recommends (above **NOTICE OF FINAL DISPOSITION TO THE COMPLAINANT**), first, accept all updates. Then, while in the edit mode, hold the cursor over **PRESUMPTIVE DISCIPLINARY SANCTIONS**, right-click for options, and select the option "Move." The subsection titles will appear. Select **NOTICE OF FINAL DISPOSITION TO THE COMPLAINANT**, and click "Move" once more. You will be prompted to select "Position Above" or "Position Below." Select "Position Above." KMS will refresh, the new subsection will be in the correct location, and the other subsections will be renumbered accordingly. Your agency can also accept all updates without relocating the subsection, but that is not recommended.
- In **NOTICE OF FINAL DISPOSITION TO THE COMPLAINANT**, content has been updated to include a written summary, and content moved from **NOTICE REQUIREMENTS**, and a citation has been updated.
- **NOTICE REQUIREMENTS** has been deleted in its entirety and the content is now addressed in **NOTICE OF FINAL DISPOSITION TO THE COMPLAINANT**.

Unrelated to the regulatory action, additional changes include:

- In **ADMINISTRATIVE INVESTIGATION PROCEDURES**, the term "employee" has been changed to "public safety officer" or "officer" to clarify that this subsection applies only to those members

who qualify as public safety officers under Oregon Police Officers' Bill of Rights (POBOR), a citation has been added, and gendered pronouns have been removed.

- In **COMPLETION OF INVESTIGATIONS**, the term " employee" has been changed to "public safety officer" or "officer" to clarify that this subsection applies only to those members who qualify as public safety officers under POBOR.
- In **DEPARTMENT OF PUBLIC SAFETY STANDARDS AND TRAINING COMPLAINTS**, spacing has been corrected.
- The Guide Sheet has been updated.

Wellness Program

A review of this policy has resulted in an update to two sections. Changes include:

- In **PURPOSE AND SCOPE**, a citation that was renumbered by Legislative Counsel has been updated.
- In **WELLNESS PROGRAM AUDIT**, content has been updated to better reflect the intent of the section. Audits are not required by the state, so "shall" has been changed to " should."

Policy

Priority

Chapter 4 – Patrol Operations

Immigration Violations

Major

Chapter 6 – Investigation Operations

Investigation and Prosecution

Major

Chapter 8 – Support Services

Records Bureau

Critical

Records Maintenance and Release

Critical

Chapter 10 – Personnel

Personnel Complaints

Major

Total: 5

Chapter 4 – Patrol Operations

Immigration Violations

A law referenced in this policy will be repealed on Jan. 2, 2023. Changes to this policy include:

- **U VISA AND T VISA DOCUMENTATION** has been deleted in its entirety.

Chapter 6 – Investigation Operations

Investigation and Prosecution

A law referenced in this policy will be repealed on Jan. 2, 2023. Changes to this policy include:

- **INTERVIEWS OF CHILD WITNESSES** has been deleted in its entirety.

Unrelated to the repeal, additional changes to this policy include:

- In **CUSTODIAL INTERROGATION REQUIREMENTS**, a reference to the Temporary Custody of Juveniles Policy has been removed because the direction for interrogation of juveniles is already covered in this policy.

Chapter 8 – Support Services

Records Bureau

A law referenced in this policy will be repealed on Jan. 2, 2023. Changes to this policy include:

- In **RECORDS BUREAU**, content related to the law has been deleted. The subsection name is based on a text entity and may vary depending on how you answered the General Information Questionnaire.

Records Maintenance and Release

This policy has been updated because legislative action impacts its content. The update should be accepted and implemented as soon as possible. Legislative Counsel renumbered citations relating to records. Changes include:

- In **RELEASE RESTRICTIONS**, citations have been updated, citations that were not applicable have been removed, content has been reworded for clarification, content has been added for clarification, punctuation has been corrected, and text entities have been added.

Unrelated to the legislative counsel update, additional changes include:

- In **CUSTODIAN OF RECORDS RESPONSIBILITIES**, citation formatting has been corrected.
- In **REQUESTS FOR RECORDS**, content has been reworded for clarification, an unnecessary citation has been removed, and grammar has been corrected.
- In **DENIALS**, content has been updated to clarify that the denial may be challenged by petition to the District Attorney.
- In **EXPUNGEMENT**, content has been updated for clarification.

Chapter 10 – Personnel

Personnel Complaints

This policy was recently updated with terminology changes to clarify the application of the Oregon Police Officers' Bill of Rights (POBOR). A review of the revised policy revealed that some term replacements were missed during the previous update and additional changes are needed. Changes include:

- In **ADMINISTRATIVE INVESTIGATION PROCEDURES**, the terms "employee" and "member" have been changed to "public safety officer."
- In **PRESUMPTIVE DISCIPLINARY SANCTIONS**, a citation has been corrected.

Policy

Priority

Chapter 3 – General Operations

Use of Force

Major

Total: 1

Chapter 3 – General Operations

Use of Force

A review of this policy has resulted in an update to one section. Changes include:

- In **USE OF FORCE - JUSTIFICATION**, content has been updated for clarification.