City of Sherwood Oregon
Home of the Tualatin River National Wildlife Refuge

Meeting Minutes

Police Advisory Board	
Date & Time:	Thursday July 16, 2015 7:00 pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

P.A.B. Members:	**Council Liaison:**
Laurie Zwingli-Chair	Linda Henderson
Bob Silverforb-Vice Chair	**City Staff:**
Diane Foster	Jeff Groth-Police Chief
Sean Garland	Angie Hass-Executive Assistant
Dave McCart	
Rich Miller	
Amy Miller-Juvé	
Christian Verkest	
Chris West	

1. Call to Order (Chair)

Chair Zwingli called the meeting to order at 7 p.m.

2. Roll Call (Chair / Staff)

Board Members Present: Chair Zwingli, Vice Chair Silverforb, Sean Garland, Rich Miller, Amy Miller-Juvé, Christian Verkest

Board Members Absent: Diane Foster, Dave McCart, Chris West

Staff & City Council Liaison Present: Police Chief Jeff Groth, Executive Assistant Angie Hass and Councilor Dan King

3. Approval of minutes (Chair)

a. May 21, 2015 Meeting Minutes
b. June 18, 2015 Meeting Minutes

A motion was made by Vice Chair Silverforb to approve the May meeting minutes. The motion was seconded by Amy Miller-Juvé. All present members voted in favor. Chair Zwingli made a motion to approve the June meeting minutes. Sean Garland seconded the motion and all present members voted in favor to approve.

4. Business (Chair)

a. Follow-up discussion of Community Input

i. Community desires & expectations

ii. Community group engagement

Christian Verkest – reported that he had spoken to folks in his neighborhood. Most mentioned that they would like to see more Officers. There was a concern, especially for graveyard shift. Chair Zwingli asked if any of his neighbors said that they would be willing to pay for more Officers. He stated that they would be willing.

Amy Miller-Juvé – stated that she didn't really have anything new to add from last month's meeting. However, recent discussions have been more focused on emergency preparedness due to the recent media reports stating that we are potentially vulnerable to catastrophic future earthquakes.

Rich Miller – had spoken to folks who said that SPD Officers have a calm and friendly presence. There is concern regarding drugs, drug use and a desire to see more intentional activity for finding out how much drug activity is going on. The news of there only being one SRO is not going over very well. There is a great concern, especially for families with younger children. Mr. Miller spoke to several people that were not aware that the PD now had an App. He knows that young people, especially, would like to use if they were aware. He would like to see if we could come up with some better ways to advertise. Perhaps, more regular use of FB and Twitter to remind folks that the PD is here. The other concern he heard a lot about is speeding in neighborhoods. A lot of people out and about in the summer time, especially. Spoke to someone else that would like to have more stats available. Although we all (the board members, City and PD staff, etc.) know they are available and where, we need to get it actually in community members hands.

Vice Chair Bob Silverforb - was not in attendance at the last meeting and stated that this would be his first time sharing. He reported that he had spoken to 20-25 people in his neighborhood. The number one priority for everybody was safety. Most were very surprised of the two Officer minimum, especially since they often see Officers out driving around town. Vice Chair Silverforb stated that he too sees them rather frequently driving around his neighborhood. He would like to perhaps see more on foot, or riding a bike in and around Old Town. Another concern is drugs, especially for families with younger children. Folks would like to see more community outreach at parks, stores, etc. Fortunately we don't have violent crime but there is a concern for complacency. The PD is seen as basically reactive vs proactive, as was mentioned to him by several people. He suggested offering classes, such as identity theft, natural disasters, terrorist attack, etc. Focus Groups was mentioned as well. He has worked with Focus Groups with businesses and felt that maybe it would be good to have. Folks also talked to him about growth and sharing resources with other communities. Not necessarily sharing personnel, but crime fighting materials, etc. Some of the people he talked to wondered

what the response time would be if they called 911. It was discussed as to whether Officers should be required to live in Sherwood.

Chair Zwingli shared notes that *Diane Foster* had sent since she would not be in attendance. Ms. Foster reported that she had spoken to approximately 15-20 people. Most people had the same concerns as had already been discussed (speeding, drugs and SRO's at schools). The most important thing seemed to be that they want Officers to be present, visible and involved in the community.

Chair Zwingli – reported the same sort of themes. Having a Bicycle Officer was also suggested to her. It would be nice to have an Officer in Old Town. They would be able to approach without being heard. This would be especially helpful when dealing with kids hanging out in Old Town. There is concern regarding drugs in middle schools and knows of dealers in the middle school. She had asked everyone she spoke with what kind of response time their preference would be. The average response time (preferred) was two minutes. The highest was 3-5 minutes. There was concern when it was mentioned that only two Officers could potentially be on duty at one time and that if there was a domestic violence call, two Officers would have to respond and that would leave no Officers available for other calls. She had received comments that folks don't want to pay more taxes and that when the PD is underfunded, there should be no reason to discuss dog parks. Someone she spoke with had suggested having trading cards for each Officer, that kids could collect. Also received the same comments regarding having more SRO's and too much speeding. At least one neighborhood is taking things into their own hands and are beginning to throw things at speeders....dolls, balls, etc. Anything to get the driver's attention. Stella Olsen was brought up several times. Spoke to one individual that especially liked the "Magic Christmas" and has always had good interaction with Officers. This person was not aware that the PD had a K-9 and wondered if Irma would be able to help with searches for meth, heroine, etc. It was also mentioned that folks would like to see properly equipped patrol cars.

Sean Garland – most people he talked to were parents of kids similar in age to his own children. They did not like the idea of only one SRO for all schools. Would certainly like to see SRO's in the middle schools. The common theme with everyone was the concern for staffing. It was mentioned to him that it seems like there are more Officers out there than there are and that they do a good job. They would like to see planning ahead for the growth of Sherwood. He also liked the idea of Officers having trading cards to share for folks / kids to collect. He believes that it would help to instill in children that Officers are the good guys. One thing that occurs in his neighborhood, which is a little different, is that they have people stopping (at a specific intersection) where there isn't a stop sign. Folks stop when they don't need to and it causes accidents.

Chair Zwingli – wanted to hear some ideas about how to help get the news about the SPD App out. She suggested that all board members put info on their own personal FB pages and asked Chief Groth if that would be okay. He replied that he did not see a problem, but asked everyone to keep in mind that they are representatives, as was

discussed in the first meeting. Amy Miller-Juvé said that she's been leaving cards at different locations. Sean Garland asked about putting a poster up at City Hall.

Councilor King asked about promoting the App at the upcoming Robin Hood Festival. Chief Groth stated that they will be doing that. Chair Zwingli asked about putting signage on the sides of cars at community events. She also wondered if there were more cards that they could take with them. Amy Miller-Juvé suggested constantly posting something on social media – and offered some suggestions. She stated that she had noticed a lot more posting on social media as of late. Sean Garland agreed and believed that a lot of the younger folks are likely to use the App. Amy Miller-Juvé stated that Instagram is also used more frequently by the younger population.

Chair Zwingli asked for suggestions on how to get more info out. Amy Miller-Juvé believed that it needs to be more of a gorilla effort. It was suggested that the board members all talk to several people and those people talk to people, etc. Chair Zwingli said that she has told folks that if they speak to anyone that would like to speak with her, they can call her. She has not received any calls. Amy Miller-Juvé stated that people's attention span is very short these days and believed the best way to get the word out is each of them just continuing to do what they have been doing, talking to others, one on one. It was brought up that they might go to different groups that they are already involved in, to help spread the word.

Vice Chair Silverforb stated that Focus groups typically only have about 10 people. Chair Zwingli asked Vice Chair Silverforb if he'd like to work on getting groups together. Amy Miller-Juvé asked if they would want to focus on residents only. Chief Groth explained how folks that live in Sherwood would be at the top of the list, since they pay taxes, also businesses that are in Sherwood. Stakeholders, such as the school district, would need to be considered. Amy Miller-Juvé believed it would also be a good idea to consider churches and other types of organizations, like the American legion. Those folks could perhaps be included in some of those.

Chair Zwingli asked Chief Groth if he could please share the mission for the PAB, as a reminder. He read aloud. After hearing, she felt that Amy Miller-Juvé was correct that non-residents could be included. Sean Garland was concerned that if a particular group is targeted, it might not give them the input needed. Chair Zwingli shared that because people belong to a particular organization doesn't necessarily mean that they are like minded. Amy Miller-Juvé thought that if they could be strategic and start identifying groups, time lines, expectations and then do cross sections, that might be a good start. She believed that even going outside their organizations would be good, going to restaurants, etc. Maybe going in groups of two, perhaps visiting The Home Depot, where larger groups hang out, expanding their reach a little further. Vice Chair Silverforb will speak with the owner of 503 uncorked about the possibility of opening up their business.

Chief Groth offered some input and stated that it is important to remember that the upcoming staffing study will be doing similar things and that the board wouldn't want to

conflict. There are several civic groups in the community and most have some time available in their meetings for others to share and speak and named off a few. There are easily a half dozen and stated that if board members were willing to attend, they could speak and let folks know that they would be open to feedback either at that time or later. It might be worthwhile to take advantage when we have thousands of people together, such as the upcoming Robin Hood Festival. May have an opportunity to engage people with conversation. Sean Garland asked about upcoming events such as Car Seat Checks, Drug Take Back, etc. It was suggested that the National Night Out on August 4th would be an ideal time. Amy Miller-Juvé and Chair Zwingli talked about possibly going out and talking to folks that upcoming weekend. Christian Verkest asked about Music on the Green, and Movies in the Park as well. It was suggested that they might ask about putting info on the movie screen before the movie starts. With that thought Amy Miller-Juvé suggested checking with Regal Cinemas to see about posting before movie as a public service event.

Chair Zwingli asked Vice Chair Silverforb if it might be a good idea to hold off on the Focus Group idea so as not to conflict with the Staffing Study. Vice Chair Silverforb agreed that it would be a good idea. Chair Zwingli asked Rich Miller to go ahead and speak with his folks. She and Amy Miller-Juvé will check with Home Depot to see about dropping by one of their events. It was suggested that the board members might discuss and agree upon questions that will be asked, prior to getting out there.

Chief Groth said that input so far has been good and that letting folks share what is important to them is valuable input. It will obviously vary, but so far the themes seem to be the same. Vice Chair Silverforb asked how much is enough and how many people should they each speak with? Chief Groth said that this is a journey and at some point there will be a conclusion but ideally this will be ongoing. Would like to see the community providing input on how the PD operates, levels of service expected. The process needs to take place now, but will be ongoing. Vice Chair Silverforb commented that they are running more of a marathon rather than a race.

Sean Garland would like to be involved with the National Night Out event. Chair Zwingli will be there as well. Christian Verkest stated that his Dad plays in a band at NW Growlers and there are usually 80 people, or so, in attendance and said that he could talk to folks there.

Vice Chair Silverforb asked if they could have a booth at the National Night Out event? Chief Groth explained how the event works. Amy Miller-Juvé had checked with Adam's Screen Print regarding getting t-shirts and that they could get for $15 each. Others on the board agreed that it would be nice if they had shirts to help identify them. Chief Groth shared that he would check with the City Manager to see if the PD could cover the cost. The Board Members all agreed that they could pitch in too. Amy Miller-Juvé asked about colors that would be acceptable. Chief Groth shared that there is always the possibility that someone from the public could have an issue if the PD paid for the t-

shirts. All present board members stated that they understood and that they could purchase their own t-shirts.

5. Staff report(s)

Chief Groth addressed the earlier comment regarding the City's emergency preparedness and stated that the City / PD has taken preparedness as a number one priority. Staff has to be prepared, as they would most likely be the ones to help. It is also important that the community is prepared. There have been classes in the past and there are plans for having more in the near future. There is an amazing volunteer here in Sherwood that has great knowledge of Emergency Management. Neil Shannon was present at the meeting and the Chief shared that Neil is a volunteer that works with the emergency radio system, which would help to communicate if something happens with the normal communication systems. Explained that we plan and prepare and how the community would recover. The City has a strengthened relationship with Washington County which opens up resources, expertise, training, etc. Chair Zwingli asked if the training for the public would be community first aid training. Chief Groth stated that there could be down the road, as we progress. He also explained that when you start taking advanced training to smaller groups in the community it takes away from the larger base. Most folks would be more likely to be interested in how to put together a 72 hour kit. Amy Miller-Juvé asked who those types of classes would be offered to? Chief Groth stated that it would be open to the community. Sean Garland agreed that 72 hour kits would be good and stressed that now would be a good time to plan something, with the recent media reports. Christian Verkest also agreed that with the recent media release regarding a quake in the next 30 years, community members would be more apt to attend.

The Chief shared that Irma is a crossed trained K-9 trained to track humans, guard and protect her handler and trained in the "sport" of engaging aggressively if someone acts aggressively to law enforcement. She is also trained to pick up the scent of pretty much any kind of drug. When they are working, Irma thinks they're playing. She is completely certified.

Chief Groth reported that the App has been downloaded 389 times. He also received word from the company that the App was purchased from that there were a lot of additions in the last week (over 100). His goal was 500 by the 4th. We didn't get that many, but still really wants to get to 500. He shared that the PD had received 14 tips that are in the crime tips category and three thank you's. He has posted the survey and 47 have been completed. Will let all board members know when 50 have been reached. 100 would be a good positive start.

Seven different proposals for the staffing study have been received. The Assistant and City Manager will be involved in the evaluation process for choosing the vendor. Although he doesn't know what the study is going to look like, exactly, one of the things requested is community input. From his perspective, what the board members are doing is very helpful and feels that it will go together well with what the Staffing Study will be covering.

6. Citizen Comment

Nancy Taylor – Sherwood Resident: Agreed 100% that traffic is an issue. She stated that we're a small city and she liked hearing that others had that concern as well. She suggested having an "Irma's Corner" on the FB page, or the "Adventures of Irma". She stated that Irma is the star of the PD. The PD could also possibly reach out to the Journalism Department at the high school for some help. She agreed that having the Officer trading cards would be a great way to reach out to the community. Perhaps add the Fire Department as well. She spoke of her time at the Community Services Fair and how she really enjoyed seeing the Officers interact with the children. She stated that she did have a concern with safety in the elementary schools and that things can happen, such as it did at Sandy Hook. The schools here weren't built with safety in mind. She would be happy to help, if needed, and could speak to the SHS Journalism Department about advertising for Irma.

Renee Brouse – Sherwood Resident, City Councilor and Executive Director of the Sherwood YMCA: Suggested advertising the App at the Saturday Market, Rotary Club, Onion Festival, etc.

Neil Shannon – Sherwood Resident & PD Volunteer: Thanked Chief Groth for his earlier comments and stated that everyone needs to keep in mind that the PD is more than just a Police Department, they are also the Emergency Management Department for the City. He passed out an article titled "The Really Big One" related to the massive quake in the news media recently. He suggested that board members do reach out and asked them to remember to let folks know that the PD is also the Emergency Management Department.

7. Adjourn (Chair)

A motion was made by Amy Miller-Juvé to adjourn the meeting at 8:42. Vice Chair Silverforb seconded the motion. All board members were in favor.

Approval of Minutes:

Laurie H Zwingli

Chair Zwingli

Attest:

Angie Hass

Angie Hass, Executive Assistant