



**POLICE ADVISORY BOARD
MEETING PACKET**

FOR

**Thursday, October 15th, 2015
7 p.m.**

**Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140**



AGENDA

<u>Police Advisory Board</u>	
Date & Time:	Thursday October 15, 2015 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

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	Sylvia Murphy-City Recorder
Dave McCart	
Rich Miller	
Amy Miller-Juvé	
Christian Verkest	
Chris West	

Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
 - a. September 17th Meeting
4. Business (Chair)
 - a. Report on community input efforts
 - b. Follow-up on Community Academy
 - c. Fall schedule: Discuss whether to meet in November & December
 - d. Meeting locations: PD or City Hall
5. Councilor News
6. Staff Report(s)
7. Citizen Comment
8. Adjourn (Chair)



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Meeting Minutes



Police Advisory Board	
Date & Time:	Thursday September 17, 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 7:01 p.m.

2. Roll Call (Chair / Staff)

Board Members Present: Chair Zwingli, Vice Chair Silverforb, Diane Foster, Sean Garland, Dave McCart, Rich Miller, Amy Miller-Juvé and Chris West

Board Members Absent: Christian Verkest

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

3. Approval of minutes (Chair)

a. August 20th, 2015 Meeting Minutes

A motion was made by Vice Chair Silverforb to approve the August meeting minutes. The motion was seconded by Sean Garland. All board members voted in favor.

4. Business (Chair)

a. Work Session Recap

Chair Zwingli commented that she felt welcome and thought that the work session went well. Ms. Ralston was in attendance and spoke regarding the recreational marijuana being sold at her medical dispensary. A patient that was in attendance stated that she would feel more safe and comfortable if recreational was not also sold at the medical dispensaries. The end result was that selling recreational at the medical dispensary would not be allowed (ordinance 2015-008). Councilor Henderson confirmed that it was a unanimous vote. Chair Zwingli asked if it was helpful to have the PAB present and Councilor Henderson stated that it was and that it was even included in the Council Staff Report.

Sean Garland questioned about sharing the tax revenues if it was decided to ban recreational sales. Councilor Henderson stated that she had not heard from the City Attorney Josh Soper regarding that issue. She will e-mail him. The Chief stated that he believed that it would not affect the tax revenue. However, down the road, it may. Sean Garland stated that after some months, we would be able to see how it goes with other surrounding cities and doesn't want to see Sherwood losing out on money to neighboring suburbs.

Chris West asked about the plan for Council down the road. Councilor Henderson stated that they are waiting to learn what the OLCC will be doing / regulating. So many unknowns at this time. The Council would want to know what they could restrict, things that could be requested for public health and safety, etc. Chris West asked about a ballot measure that passed and State mandated deadlines regarding allowing sales in specific zones. He is wanting to look forward so that the board could be prepared to help with Council. Councilor Henderson stated that was a great idea and would be good to start doing some research and look at other cities and what is working and not working. She knows it will be soon and that it was not anticipated that recreational was going to be sold in medical dispensaries. The Chief stated that he was pretty sure that what the board will be seeing in the coming months, will be pretty similar to what they've seen to date. Will most likely be an "opt out" vote. Time place and manner will be same questions to ask. Asked the Board to keep in mind that it will be completely different and separate, at least initially. The OLCC is already working on a set of rules that will look different for the recreational than the medicinal. Would expect that the Board should anticipate presenting to the Council again. It is unknown when the OLCC will come forward. It could be mid-year next year. The ban on early sales carries us through the end of next year. The question will be how do folks get recreational? The Sherwood City Council made the decision to eliminate from the medical dispensaries.

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Sean Garland asked about the opening of different types of businesses (adult, etc.) and restrictions, etc. The Chief stated that there are some restrictions in City ordinances. The Planning Department could probably better answer the question. The Chief believes that the restrictions for the recreational through the OLCC would be comparable to how it is with the medicinal. Sean Garland wondered if the 1,000 feet that was established by the City, could be applied to the recreational. The Chief stated that he was unsure. Councilor Henderson shared that the City has a couple conditional use codes. One being for adult book stores and another for used car lots. Neither can be in the City. Chief stated that it would be helpful for the Board to document and forward questions to appropriate folks for answers. They can forward to Angie and she can then forward to the appropriate departments/individuals.

Vice Chair Silverforb shared that he also felt the Board was well received and listened to at the Work Session and stated that the fact is that the Police Advisory Board are the new folks on the block. The more opportunity to be involved the better it will be. Councilor Henderson stated that everyone did a great job, especially being the first time. Everyone really did their homework.

b. Next Steps

Chair Zwingli went over the items that were documented at the last meeting for the Board to work on. She shared the feedback that she received from the Chief. The top two were working on a Citizens Academy and possibly getting an intern.

Diane Foster complimented the Chief on how much more social media has been out there recently. It has been really good. Her opinion on the seemingly low interest in the Citizens Academy, could be that citizens would rather have money going towards fighting crime, but that the academy could be beneficial.

The Chief asked Chair Zwingli to go over the list of "things to do" and the e-mail he sent her in regard to the list.

The Chief shared that the PD had crime mapping on line a few years back. It was not live and info could be delayed 24 – 48 hours. The Department would probably still have, but it needed to be cut from the budget. He never got the sense that it was a well-used platform. It could have been that the community wasn't dialed in to it.

Peer court has been discussed multiple times while he's been Chief. Sherwood doesn't have that much juvenile crime and there wouldn't be much for them to do. He has put all efforts into youth substance abuse. It is not about arresting, but to get first time offenders into a program to get them the help they need. There has been much collaboration between the City, school district and Washington County Juvenile Department.

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In regards to hosting a PD Open House, he shared that at one time he tried hosting "Chief Chats" at the PD. There would only be a few people show up and they were usually the same people each time. He feels that this community is very busy and active and just doesn't have the time to attend these. He suggested that maybe if the Board members wanted to invite folks in to their meetings, they might have better luck.

He would like to get an intern to help with some of these things.

Getting things out on social media is better sometimes than other times, simply because of time and staff.

The Citizens Academy is something he would like to see, only would like it to be called "Community Academy" and modeled after a program that TVF&R uses. It is being done by other police departments and is going over well. The Department just doesn't have anyone to manage at this point. He would really like to get a volunteer or intern in to help. He stated that he has put in the budget for an additional staff member. The Department did get an additional police officer position, but not a staff member. Amy Miller-Juvé asked the Chief if he had a job description for an intern. He stated that he did not at this time. Chris West thought it might be helpful to get a student (intern) to help with the social media as well. The Chief shared that one thing he has to be careful of is working within the City constraints and thought that was a good thought. Amy Miller-Juvé asked what the outcome has been from the other communities after hosting the Community Academy. The Chief said that one benefit is providing a level of education that citizens didn't have before. It can help to establish a group of ambassadors that now have ability to have the info and get it out. It can help to broaden the volunteer pool. Maybe spend more time with the police. In addition, it just increases the level of support in the community. He went on to describe possible outcomes and immeasurable benefits. Amy Miller-Juvé stated that she wanted to just be sure that they were putting the right efforts into the right bank account. Chris West stated that he was aware of a TVF&R academy that recently took place and had received a lot of positive feedback. Councilor Henderson shared more about that event. The Chief has also attended in the past and stated that it is a good format.

Councilor Henderson shared that that schools offering criminal justice programs have work study programs and/or internships and she doesn't think the PD would have any trouble creating a job description. She also doesn't think it would be difficult to get someone. She stated that those internships are sought after. The Chief commented that there is no question that having an intern would be helpful. Diane Foster shared that some schools require internships to work the entire term. It is just a matter of getting in touch with the school and the school helps to get someone assigned.

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Chair Zwingli asked where priorities should be at this point. The Chief suggested that one possible next step would be to take the information that they've gathered from the community and put together in some type of report to give to Matrix. He is quite convinced that they will want that input from the Board. Chair Zwingli agreed that would be a good thing to do and all Board members agreed. She asked all Board members to put something together and send to her. She can compile all into one document and have for the next meeting. The Chief stated that staff can assist with that if needed. Chair Zwingli felt that this would be enough for the board to work on this next month and all agreed.

5. Councilor News

Councilor Henderson shared the last Council meeting discussion, regarding chickens. Coops have to have certain standards. Fees have not yet been established. Vice Chair Silverforb asked how many people in Sherwood have chickens in their yards. Councilor Henderson stated that the minimal fee for conditional use permit is required and the cost is \$4,000. So, not a lot of people have chickens. This is an issue that was discussed a few years back. A draft ordinance has been put together, but not sure if it will be passed. They are still getting feedback from the public. The next meeting is on October 20th.

The City is in the middle of recruiting a new HR Analyst. Hope to have someone on board soon.

The Brookman Road vote will be on the ballot in November.

Ground breaking to be soon for new road.

The new City Attorney, Josh Soper, has started. It would be nice to invite him to the next Police Advisory Board meeting. Councilor Henderson is glad to have him on board.

Councilor Henderson provided input on what the Chief had stated earlier regarding the benefits of having the community academy and asked the Chief to share trestle fire happenings and the benefits of working closely with other agencies, community, etc. She shared that 300,000 gallons of water were used in one day.

The Chief recapped how the incident unfolded and stated that the PD's main job was to enable the Fire Department to do what they needed to do. The fire moved very quickly due to dry grass and within a five minute time span, firefighters had to be prepared to change up what they're doing. The PD's job was also to help keep curious citizens away. The investigation started right away and is still going. He shared how the investigation completely consumed Detective Debbie Smith. The Police Information Officer was doing his best to try to get the word out. The Fire Department put an environmental message out. For the most part, people that needed to receive those messages, did. All in all it

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was handled very well. They also worked with the railroad. The PD was able to use their ATV's which was very beneficial in getting supplies where they needed to be. Chair Zwingli asked about the injured firefighter. The Chief shared what had happened. Councilor Henderson stated that the fire department can be reimbursed for their work by the railroad company. However, the PD cannot. The City cannot be reimbursed for their water either. She did not know what the future plan is for the railroad. Chris west said that the railroad does not know what they are going to do either. The railroad was pleased to see that the school district is putting "no trespassing on railroad property" in their newsletter.

6. Staff report(s)

a. PD App Survey Results

Chief shared a PowerPoint presentation to show the PD App Survey results to board. He also included photo red light statistics. (See record, exhibit "A".) Door to door surveys have proven to be challenging to get completed. Will put together results of the 60 gathered door to door, neighborhood surveys and have available to Board members. Rich Miller asked if the information from this presentation would be given to Matrix Consulting. The Chief said that it would, along with the information provided by the Police Advisory Board. It was asked who put the survey questions together and the Chief replied that he did. Sean Garland asked the Chief if anything surprised him about the results. Sean Garland also asked if we know the demographic breakdown of people with school age children. The Chief replied that he doesn't know exact numbers, but based on information that he has, the majority of households in Sherwood have school age children.

Rich Miller asked if photo red light was only at the two intersections. The Chief stated yes and that the reason they were placed where they were was based on crash studies that were conducted before the photo red light systems were installed. Chris West asked for clarification between violation and citation and the Chief explained how the system works. It is important to note that the PD is enforcing right turns. Lots of people run those. This is all about changing behavior. He explained that the system won't capture a photo red light runner if they are going slower than 13 mph. Also, the timing of the lights is set by ODOT. The City and PD has nothing to do with timing. Rich Miller asked the Chief how much time officers are putting into this program and how many officers work on the photo red light program. The Chief explained that each violation takes approximately 5-10 minutes and added that this is not about raising money, but avoiding crashes and keeping the roads safe. Dave McCart asked what happens if someone doesn't take care of their citation since it is received in the mail. The Chief explained that they would receive a guilty by default. Dave McCart asked about the intersection at Oregon Street. The Chief stated that people are getting used to the flashing yellow turn and it is getting better. Still not nearly as bad as the lights on HWY 99. Sean Garland mentioned the improvement to the 4 way stop by Snyder Park and the flashing lights and that it is greatly appreciated. Chris West stated that the light on HWY 99 is

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low and can't see the light if there is a truck in front. Rich Miller asked if the photo red light tickets can be issued by non-sworn employees. The Chief said that someone has to be sworn by statute. So far, photo red light is doing exactly what he wanted it to do, based on statistics. Sean Garland asked if photo red light is only thing that can be done. The Chief said that statutes are pretty strict, so options are minimal. For example, Officers cannot use the photo red light system to cite someone for talking on their cell phone, etc. Cannot use for crime. Chris West asked if the City has cameras around. The Chief replied that there are some.

7. Citizen Comment
No Citizen comments.

8. Adjourn (Chair)

With no more business, Chair Zwingli adjourned the meeting at 8:56 p.m.

Approval of Minutes:

Chair Zwingli

Attest:

Angie Hass, Executive Assistant

September 17, 2015 - Police Advisory Board
Agenda Item: 6.a Exhibit: "A"



PD Update

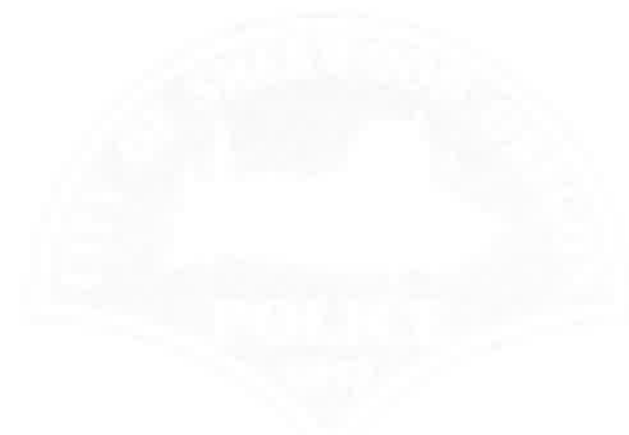
Community Outreach Efforts

2015 PD app survey

Photo Red Light

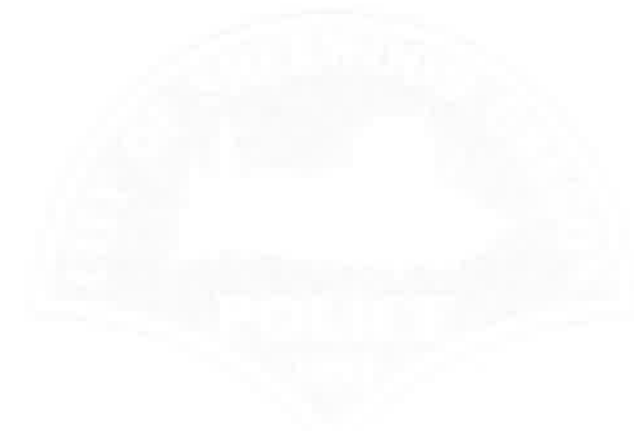
Community Outreach

- Door to Door surveys
 - Proven to be challenging
 - Only about 60 so far
- Social media
 - Facebook: over 1,800 likes
 - Twitter: 832 followers, following 141 and 435 tweets
 - SPD App: 523 downloads/users
 - 28 tips received
 - 12 thank a cops received



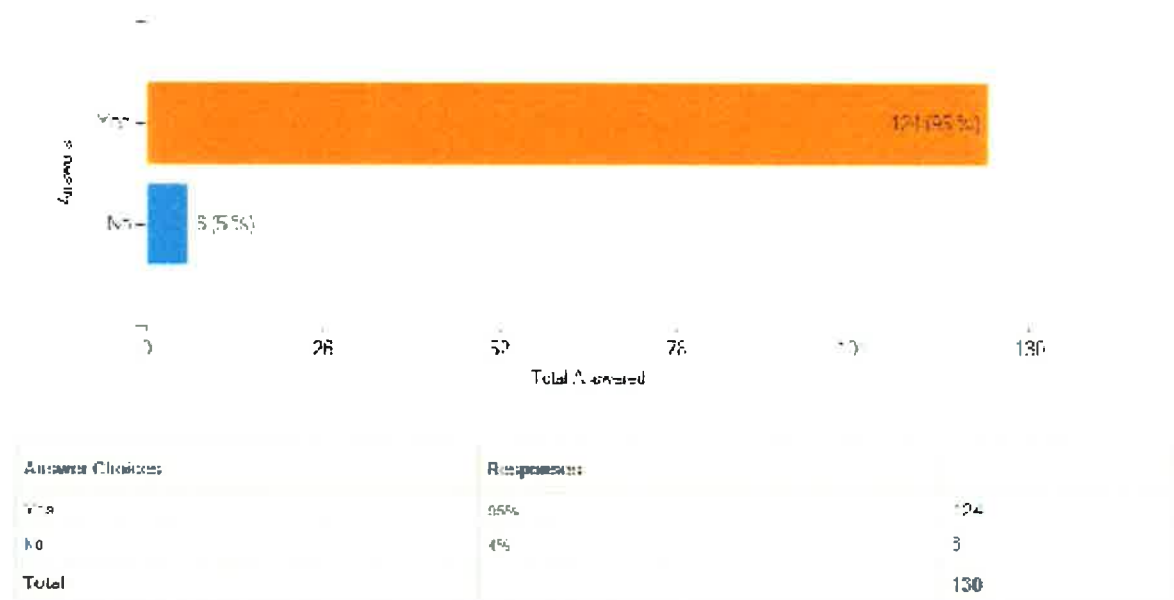
Survey Overview

- Sherwood PD app
 - 73 iPhone, 55 Android, 2 Windows
- 2015 Community Expectations and Desires
 - Available from July 8th through September 1st
 - 115 completed responses
 - 15 incomplete
 - 9 questions



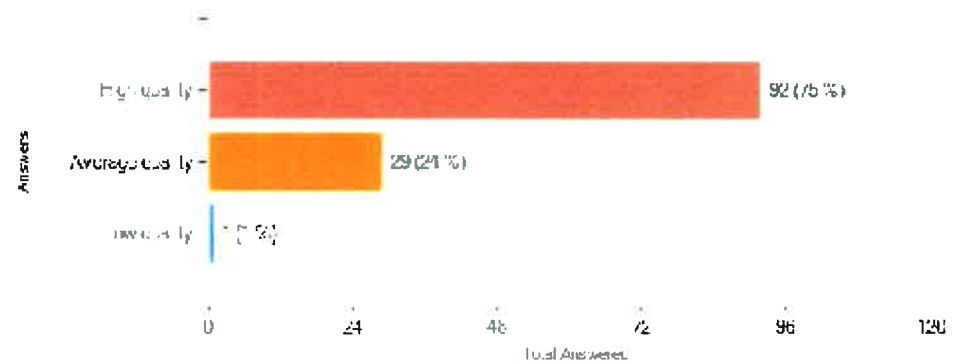
Q1

- Are you a Sherwood resident, or do you own or operate a business in Sherwood?



Q2

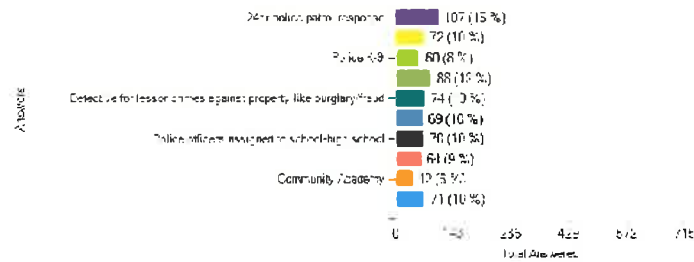
- How do you feel generally about the quality of service the police department provides?



Answer Choices	Responses	
High quality	75%	92
Average quality	24%	29
Low quality	0%	1
total		122

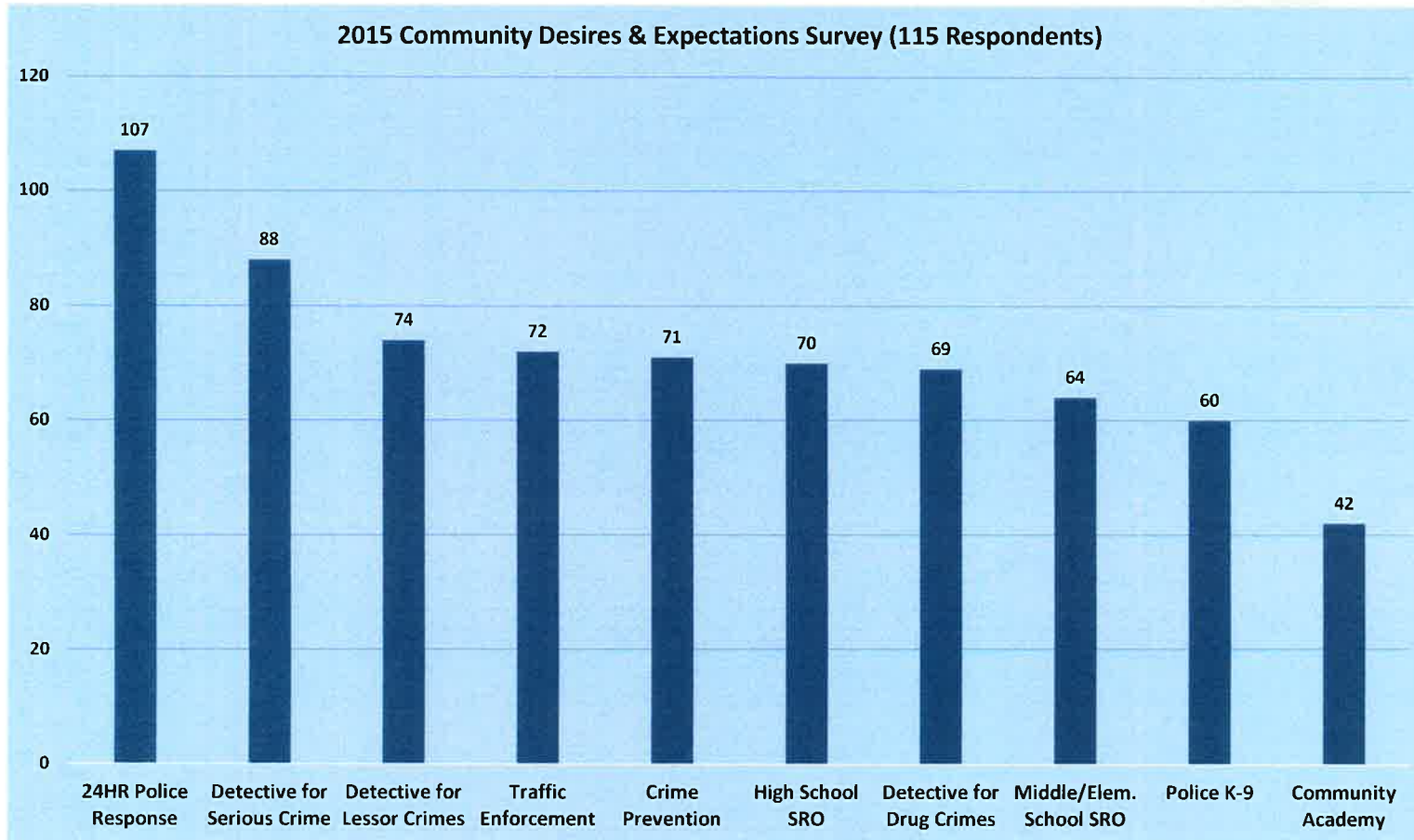
Q3

- Please tell us what types of services are important to you and that you desire and/or expect from your police department?



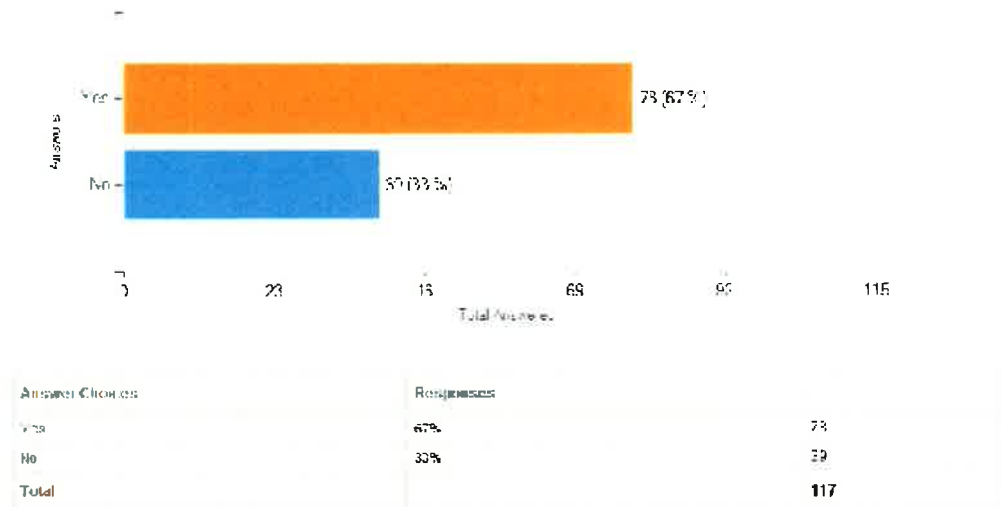
Answer Choices	Responses	Count
24-hr police patrol response	14%	107
Police 4-9	10%	72
Police 4-9	8%	60
Detective for lesser crimes against property like burglary/theft/assault	12%	88
Detective for drug crimes against property like burglary/theft	10%	74
Detective for drug crimes	9%	69
Police officers assigned to school/high school	8%	70
Police officers assigned to school/high school & elementary	6%	42
Community Academy	5%	42
Crime prevention/utility programs like car seat check, bike check & neighborhood watch	1%	7
Total		717

Q3 cont.



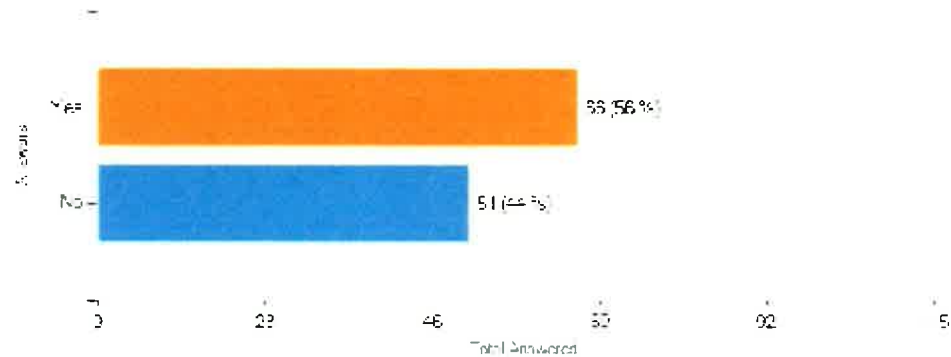
Q4

- Currently Sherwood PD has only 1 School Resource Officer (SRO), assigned to Sherwood HS. Would you like to see additional SRO's assigned to Sherwood middle schools?



Q5

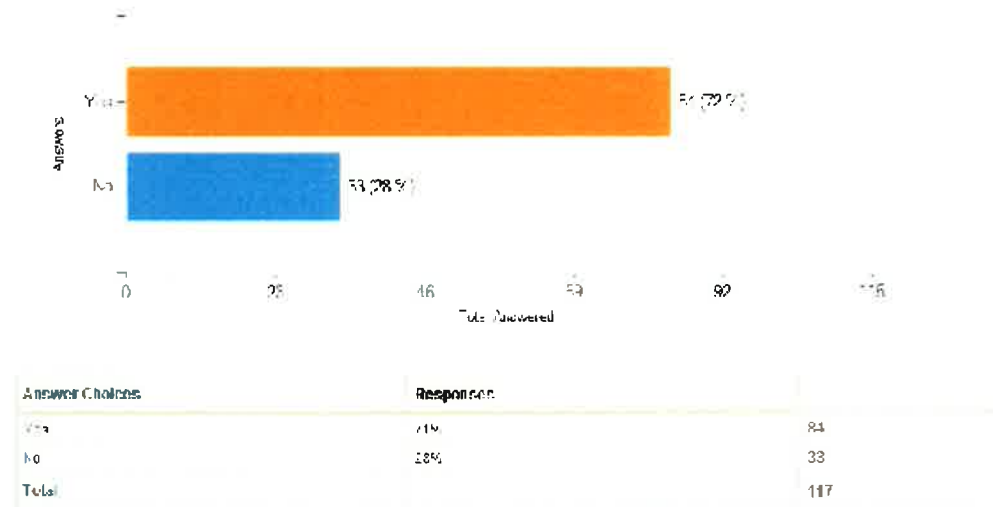
- Currently, Sherwood PD has only 1 officer assigned to traffic enforcement. Would you like to see an additional officer(s) assigned to traffic enforcement?



Answer Choices	Responses	
Yes	58%	00
No	40%	51
Total		117

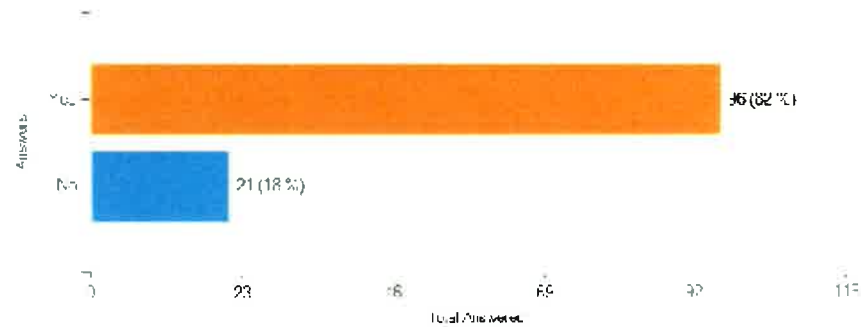
Q6

- Currently Sherwood PD has only 1 officer working as a Detective investigating only the most serious crimes. Would you like to see an additional officer(s) assigned as detectives to investigate less serious crimes?



Q7

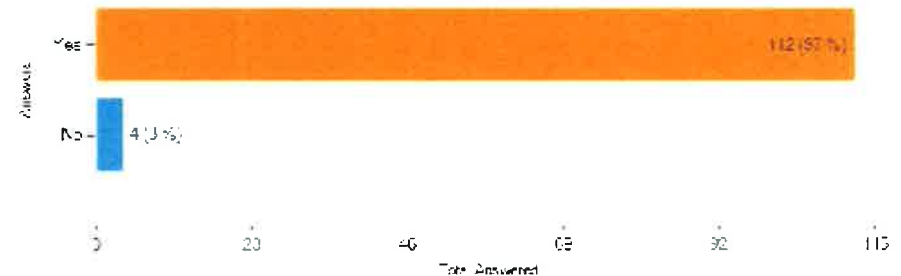
- Currently, Sherwood PD does not have any officers assigned to investigate narcotics, or working with the county drug team. Would you like to see an officer investigating narcotics and drugs?



Answer Choices	Responses	
Yes	82%	96
No	18%	21
Total		117

Q8

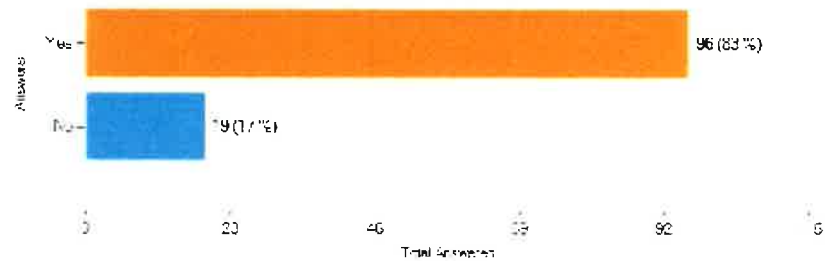
- In addition to responding to crimes, Sherwood officers also conduct proactive policing, like area checks, business checks & special focused patrols. Do you think these proactive patrols are valuable and should continue?



Answer Choices	Response	
Yes	97%	112
No	3%	4
Total		116

Q9

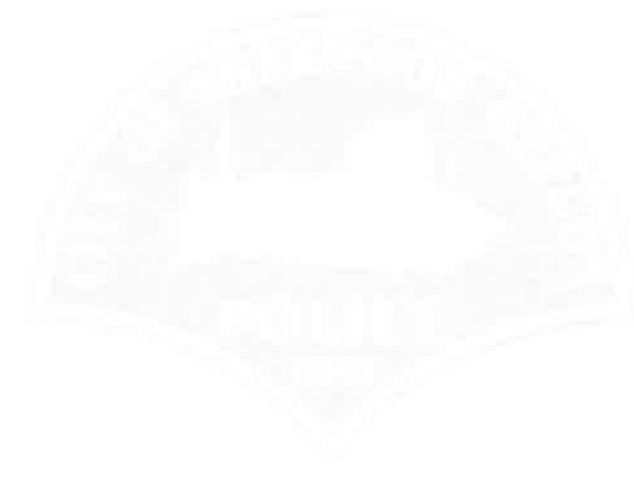
- Realizing that 24-HR patrol response is the top priority and must be maintained, would you support additional funding/resources to add some of the services discussed earlier, like more SRO's, additional detective(s)/traffic/narcotics officers?



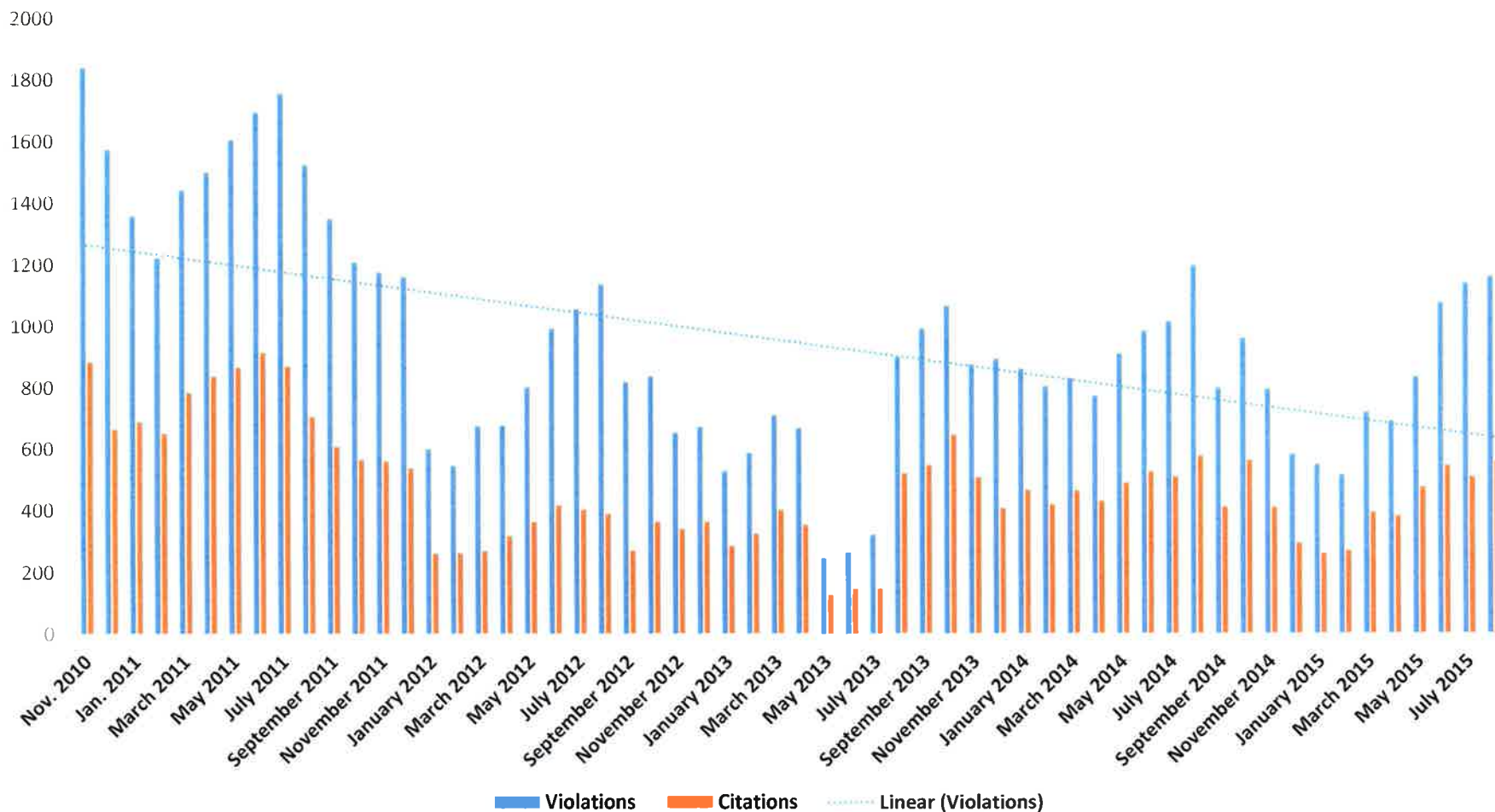
Answer Choices	Responses	
Yes	83%	96
No	17%	19
Total		115

Photo Red Light Update

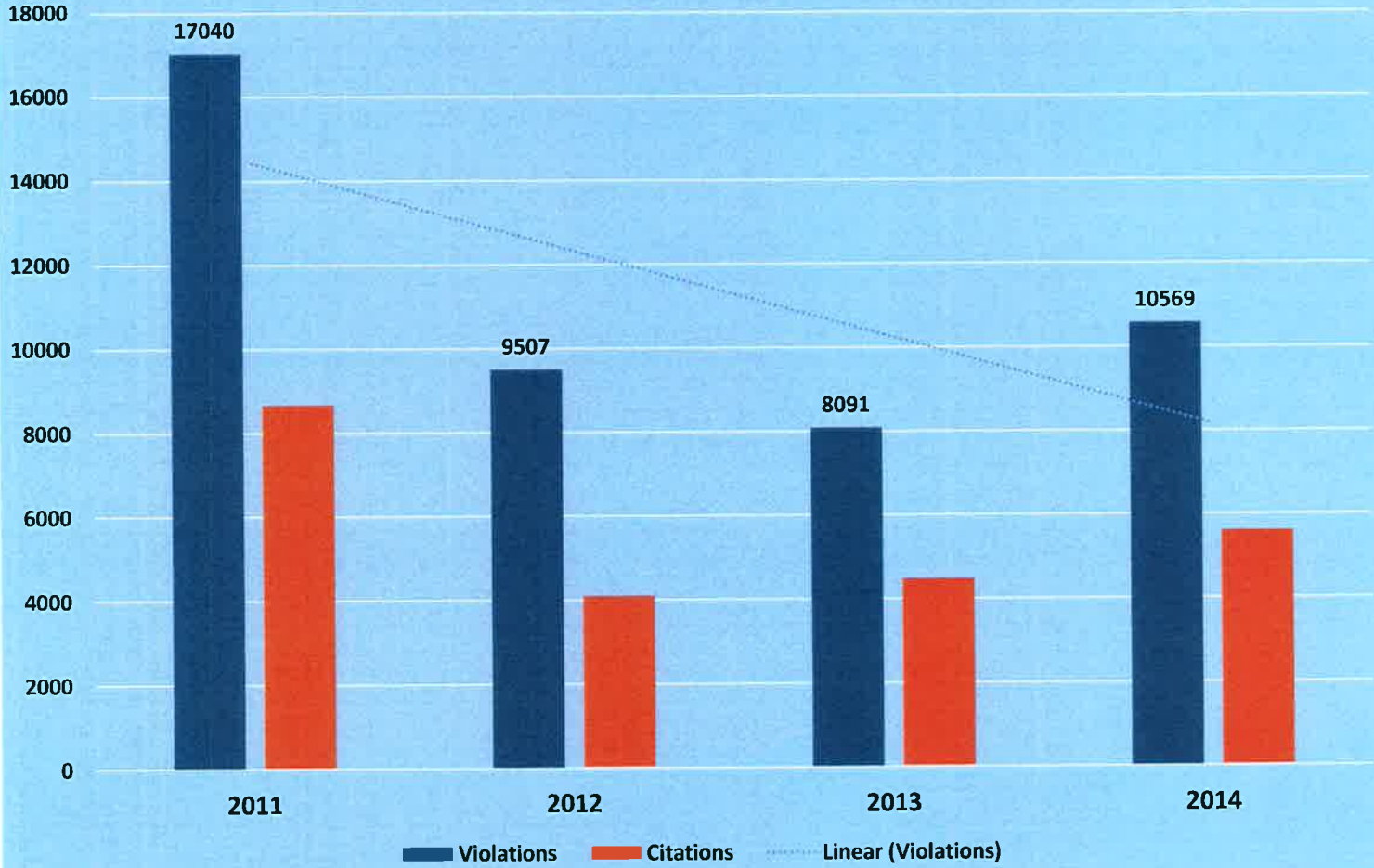
- Process originated in 2010
- Extensive public input
- System activated November 2010
 - 30 day warning period-no citations issued
- Every citation issued by police officer
 - Same fine
 - Same court process
- Goals
 - Change behavior=fewer violations=fewer crashes



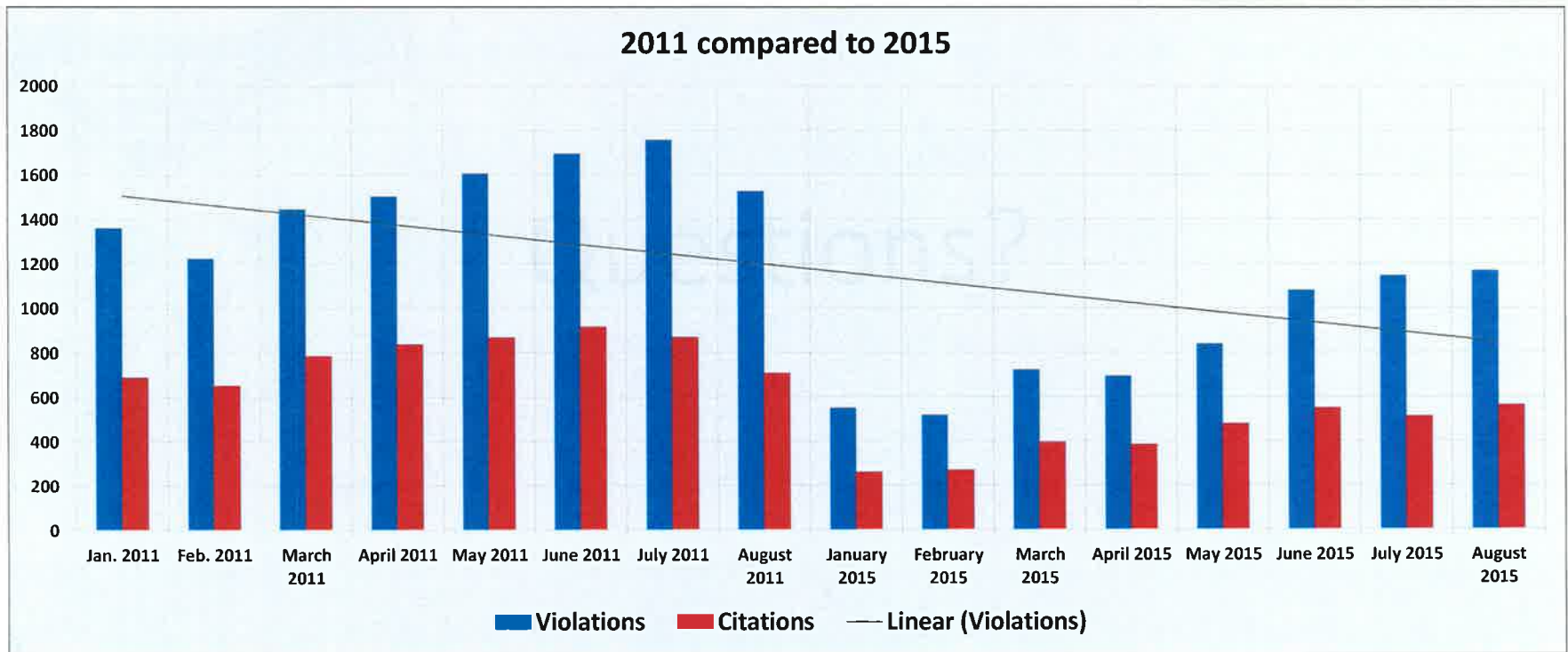
Violation & Citation Totals-Lifespan



Full Year Totals



Effectiveness Comparison





Questions?