



POLICE ADVISORY BOARD MEETING PACKET

FOR

**Thursday, April 15, 2021
7 p.m.**

Meeting held virtually through Teams.

**Pursuant to House Bill 4212 (2020), this
meeting will be conducted electronically and
will be live streamed at**

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



AGENDA

<u>Police Advisory Board</u>	
Date & Time:	Thursday - April 15, 2021 7:00pm
Location:	Pursuant to House Bill 4212 (2020), this meeting will be conducted electronically and will be live streamed at https://www.youtube.com/user/CityofSherwood .

<u>Attendees</u>

P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
Brian Dorsey	Jeff Groth - Police Chief
Rich Miller	Angie Hass – Executive Assistant
Bob Silverforb	
Mike Smith	
Megan Thornton	
Chris West	
Laurie Zwingli	

Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
 - a. Washington County Mental Health Response Team Presentation
 - b. Use of Force discussion-Survey questions
6. Traffic Safety Update (Chair & TSC Liaisons)
7. Councilor News
8. Staff Report(s)
9. Citizen Comment

Pursuant to Executive Order 20-16, citizen comments must be submitted in writing to:

hassa@sherwoodoregon.gov. *To be included in the record for this meeting, the email must clearly state that it is intended as a citizen comment for this meeting and must be received at least 24 hours in advance of the scheduled meeting time. Per Council Rules Ch. 2 Section (V)(D)(5), Citizen Comments, "Speakers shall identify themselves by their names and by their city of residence." Anonymous comments will not be accepted into the meeting record.*

10. Adjourn (Chair)



Meeting Minutes

DRAFT



Police Advisory Board	
Date & Time:	March 18, 2021 - 7:00 pm
Location:	Meeting held virtually through Teams.



P.A.B. Members:	Council Liaison:
Ralph Lohman - Chair	Councilor Kim Young
Diane Foster - Vice Chair	City Staff:
Brian Dorsey	Jeff Groth – Police Chief
Rich Miller	Angie Hass – Executive Assistant
Bob Silverforb	
Mike Smith	
Megan Thornton	
Chris West	
Laurie Zwingli	

This meeting was live streamed on the City of Sherwood's YouTube channel.

The video recording is available for viewing:

<https://www.youtube.com/watch?v=kW7BxG4mnbQ>

1. Call to Order

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

2. Roll Call

Board Members Present: Vice Chair Diane Foster, Brian Dorsey, Rich Miller, Bob Silverforb, Mike Smith, Megan Thornton, Chris West and Laurie Zwingli

Board Members Absent: Chair Ralph Lohman

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

3. Approval of Minutes

February 18, 2021 Meeting Minutes

Mr. Silverforb moved that the February meeting minutes be approved as written. Mr. Miller seconded the motion and all Board Members voted in favor.

4. Board Member Announcements (Chair)

Mr. Dorsey shared that he had reached out to the community, via social media, in response to the Chief's request for them to get community feedback on the SPD's handling of use of force in different scenarios and situations. He got a lot of great responses back. There is definitely a concern to make sure that those people who are in crisis situations or may be struggling with mental health are properly cared for and assisted. He was able to share those responses with the Chief. This is an opportunity to better educate our friends and neighbors on what resources are available. He is excited to see the engagement out there. That's what they're really all about, here, to make their role relevant and to make sure that conduit is open for two-way communication.

Ms. Thornton had seen the responses and said she really liked the responses he had received. She stated that they were constructive, helpful, and well thought out, which is what she had experienced with other issues the board has dealt with in the City. She was excited to see that continuing on such an emotionally charged subject.

Mr. Miller announced to the board that the June meeting will be his last meeting. He will have served for almost seven full years. He felt like it was time for him to step aside and let someone else from the church community serve. He will be looking for another area to be involved in the community. He has enjoyed serving on this board and has really enjoyed the long-term relationship that they have had with Diane, Bob, Chris and Laurie and the relatively new comers, Ralph, Megan, Mike and Brian. It is a great board and he is so glad that he has been able to serve on it from the beginning. It is a really important board for our community.

Mr. Silverforb commented on the past conversations that the board had regarding employers and whether they can require employees to get the vaccine. Because of his background in human resources, he receives information from various organizations. He let the board know that nothing really has changed from what he reported previously and was open to questions if anyone had any. Basically, it is really up to the employer.

Mr. Smith reported that with the weather getting better, he is back to, on a part-time basis, slinging wine at the Beacon Hill Winery. If anyone wants to go out on the weekend and have some good wine, come and see him.

Mr. Smith stated that he has finished up his course at the FBI Citizens Academy and the graduation exercise is coming up. This will include a trip to the FBI's firing range and firing off every type of weapon they have. If anyone is interested in participating in the FBI's Citizens Academy, just let him know and he will be happy to put their name in as a possibility. It is a lot of fun and the people are great.

Ms. Thornton had read an interesting article in the Washington Post that week. They had a six or seven part section called Reimagine Public Safety. It went through several different facets of policing and different organizations. It talked about some of the same things that the board has been discussing. One of the things mentioned was a program that Eugene has called "CAHOOTS" (Crisis Assistance Helping Out On The Streets). She stated that she doesn't like the term "Defund the Police", but does like the idea of blending the strengths of different people in the community. She didn't know if Chief Groth might like to reach out to the Eugene Police Chief to see if we could get more information on that program.

Chief Groth responded by saying that after reading the comments Mr. Dorsey had shared with him, it is becoming very obvious to him that there is a lack of information about the resources that they do have and utilize in Sherwood and Washington County to deal with those in a mental health crisis. They have what is known as the Mental Health Response Team (MHRT). He explained that MHRT is different from CAHOOTS in that it involves a Police Officer. Most of them are Washington County Deputies that have specially trained in Crisis Intervention Training (CIT). It is training on how to respond to those individuals in some kind of crisis, mental health or otherwise. They have received a higher level of training, specific to crisis intervention. They are paired, in the same police car, with a master's level mental health clinician. This is different from the CAHOOTS model because the CAHOOTS model does not have a mental health clinician. They utilize EMT's or paramedics coupled with a lower level social worker/mental health technician. They are different models but they operate in much the same way. The SPD utilizes the MHRT in Washington County to respond to any calls that involve mental health. Not only will they deal with the situation on hand, but they will then follow up with that individual or situation and will track that to make sure that person gets the care and resources that they need. It's extremely successful for them and has been around for several years.

For the April meeting, he would like the folks from the MHRT to come in and explain what they do and how it operates. Presently, in Washington County, there is a lot of work being done to expand the MHRT so they have more of those resources available. Delegates from Washington County have communicated and travelled to Eugene, talked to the CAHOOTS folks and compared notes. Therefore, they are very familiar with that program. Oftentimes when they encounter people that are in a mental health crisis, they are not safe. The legal terminology that they use is they are a threat to themselves or somebody else. They are not in a safe situation and most often, they are suicidal or they've threatened to commit suicide. In those situations, Officers can place someone into a civil or protective custody. It is what they refer to as a Police Officer Hold (POH). The person is transported to the nearest hospital, which is what they are required to do by law. They are evaluated at the hospital and a determination can be made whether they need additional care beyond that. Once they have been taken to the hospital, the SPD is no longer involved. It is important to note that one distinction with having a Police Officer involved in the process is they have the legal authority to take someone into custody and get them the help they need if they're in some kind of an extreme circumstance. He asked the board members to please communicate with their friends and neighbors that the April PAB meeting will be a good one to watch on the

City's YouTube channel. He will get the MHRT scheduled and he and his staff will work on getting the word out. This will be a good opportunity to let folks know exactly what's being done. He is extremely proud of that resource and it works quite well. It is obvious that not a lot of people knew about it.

Mr. Thornton asked if there are other organizations they work with for non-mental health issues. The Chief replied that there are all kinds of resources they can get people involved with, depending on their area of need. He described a couple different situations and resources that they utilize. Ms. Thornton asked about a situation that was a non-mental health issue where an Officer isn't really necessary. Do they have any civilian patrol that would step in? The Chief replied that they do not. One thing they are working on in Washington County is developing the protocol and ability for Dispatch to transfer obvious mental health crisis calls to the crisis line. That would bypass the police response at that point. It is absolutely accurate that a lot of these matters could be handled by a non-sworn Police Officer, but it's equally important to remember that most of these calls come in because they have reached the point of crisis and somebody doesn't know what to do. The person has either become violent, threatening violence, or is somehow endangering themselves or other people and Police Officers are the ones that are trained to deal with that. They want to minimize that as much as they possibly can, but there is going to be a percentage of calls that social workers just aren't going to want to go to because they don't have the protective equipment and they don't know what they're walking into. From his perspective, that's an important distinction to also remember. The perfect scenario is somewhere in the middle. If they can try to figure out that comfort zone, where they have the right number of resources and they're able to screen incidents better and get more of them to the crisis line that need to go to the crisis line. For those that end up with the SPD responding, have resources like the Mental Health Response Team that can come out and address those situations.

Mr. West added that Congressman DeFazio, who represents Eugene, and Senator Wyden, both introduced companion bills to use CAHOOTS as a model for this kind of alternative policing. That just hit congress that week.

Mr. West noticed that one of the PD's radar carts had been placed on Oregon Street and stated that he appreciated it. It appeared to be helping to keep the speeds down and was glad that they were utilizing their tools.

Ms. Zwingli announced that the Foundation is still working on putting together the gala, scheduled for May 12th. They are currently putting together sponsorships and seeking donations.

Ms. Zwingli commented on something that Mr. West had brought up a couple months ago regarding one of the PD's volunteers who had come down with COVID. Ms. Zwingli was happy to report that, on March 10th, she was released from the hospital. She had spent a total of 92 days in the hospital. Hopefully she is doing well and getting stronger.

Vice Chair Foster thanked the Chief, or whoever did the social media post, about the school zone speeds being back in effect. For the most part, all schools are now holding in-person classes. The post was appreciated.

5. Business (Chair)

a. Sherwood West Community Advisory Committee – PAB Rep

Vice Chair Foster stated that the City of Sherwood Planning Manager has reached out, as they are looking for a representative to serve on a community advisory committee that they're putting together. They are looking for somebody from both the Police Advisory Board and the Parks and Rec Board to be a part of this committee. The committee will meet approximately seven, or so, times in the next 12-15 months. She asked the board members if they were familiar with the Sherwood West Concept Plan Project. As no one was, she went on to read the description that she had received from City staff:

"A little bit about this project -- The Sherwood West Re-Look project aims to prepare a Sherwood West Concept Plan by updating the [2016 Sherwood West Preliminary Concept Plan](#). The outcome of this "re-look" will be a Sherwood West Concept Plan compliant with Metro Title 11, Planning for New Urban Areas. The City is now updating its Comprehensive Plan, which has not been updated since 1990 and anticipates adopting a new plan by summer 2021. From the current policy work through the Comprehensive Plan update, it is recognized that the preliminary concept plan developed in 2016 needs to be revisited for consistency with updated community goals and policies, specifically those relating to jobs and housing. The project will also address land uses, transportation plans and land use growth patterns in the area of Sherwood West."

A discussion ensued regarding where, exactly, this area is located. It was determined that this is around the new High School, from Chapman Road north to Edy Road, everything west of Elwert Road. That will be the next major development area for Sherwood to move into.

Councilor Young explained that this will help to advise the City Council whether or not they want to put together a request to Metro for any UGB expansion in this cycle. They and the City of Tigard have asked for a six-month extension due to COVID, so that they can get the Concept Plan done and determine whether or not they want to request more land be brought into the UGB.

Vice Chair Foster asked the Chief if he knew when they needed a response by. The Chief replied that he believed they needed to know by March 25th. With no one volunteering that evening, Vice Chair Foster stated that they might need to divvy up that position, since they already have two of their board members serving on the Traffic Safety Committee and Ms. Zwingli on the Police Foundation Board. Ms. Thornton pointed out that the

positions for the Traffic Safety Committee would be expiring soon and the Chief affirmed that would occur on July 1st. Vice Chair Foster said they will need to keep that in mind as folks will be shifting around.

b. Police Policy Review-Chapters 304 & 305 (Exhibit “A”)

(Tune in to the 30:33 minute mark of the YouTube video recording of this meeting, for the full policy review and discussion.)

Chief Groth stated that this will be the board’s first time reviewing policies with the updated chapter numbering. Chapter 304 used to be 309 and was a chapter they had reviewed previously. He wanted to specifically highlight one change in section 304.10.3, Safety Procedures. That section deals with shotguns specifically designated for use with kinetic energy projectiles and safety considerations for those. He went on to explain the reasons for that policy language. He stated that language will probably be removed in the next update as they are no longer using shotguns to deliver kinetic energy devices. They are now using 40 mm kinetic launchers. They have been planning for and budgeting for these for the last couple years. At some point, through community academies, etc., folks will be able to see what those are. He explained that they deliver a piece of rigid foam. They are no different than any other kinetic energy projectile. They are intended to strike a subject and cause pain to get them to comply with orders to drop their weapon, or whatever the case may be.

Ms. Thornton asked if they had any statistics for use of force since the Department had moved more toward the martial art philosophy. The Chief said they didn’t and that they review their use of force annually. The percentages of times that they use force is pretty low. They are still in the transition of using Jiu Jitsu and integrating that in with their physical use training. He didn’t believe there had been any noticeable change, but he didn’t know for certain.

Mr. West asked if they have one shotgun that they have to change the ammunition out from pure deadly force to kinetic. The Chief replied that the only shotguns they had were used solely for kinetic munitions. As indicated in the policy, they were marked with orange stocks and orange slings and were stored uniquely and individually so as to eliminate any kind of confusion like that. Mr. West recalled that, perhaps in Portland, they had a situation where somebody had improperly loaded an orange with a hot round and somebody got either killed or hurt badly. The Chief said that was correct. The SPD has policies and procedures to prevent that. They have not had live shotgun rounds.

The Chief pointed out that the SPD will not be using any other types of kinetic energy devices such as rubber bullets or solid objects. The only thing that they will be utilizing will be the condensed blue foam rounds.

The Chief moved on to policy 305, Firearms. This section only deals with the firearms that will be issued and carried, the training and the security. It doesn't deal with what happens when an Officer gets involved in an Officer involved shooting. That is a separate policy and he explained that even though they don't currently have shotguns, it does talk about shotguns. That language is in case they choose to use them. They do carry patrol rifles.

Ms. Thornton asked why a Police Officer can carry a personal handgun while on duty. The Chief explained that in Sherwood they can't, unless it's authorized. They don't have anyone authorized to carry a personal firearm while on duty, unless it's a backup weapon. A backup weapon will be concealed inside their vest or some place on their uniform. A backup weapon is carried in case the primary weapon were to malfunction or were to get knocked away in some kind of a scuffle or some kind of an event where an Officer is fighting for their life and they can't get to their primary duty weapon. Not every Officer carries those. Those that do carry backup weapons have to follow policy, which means that the weapon must be inspected and approved. He explained that all of the firearms that Sherwood Officers carry in their holsters are Department issued. He didn't know how many, if any, Sherwood Officers carry backup weapons. He shared that when he started working at the SPD in 2008, everyone was carrying their own weapon, which is not an uncommon practice. It is his opinion that having Department purchased and supplied weapons is the better practice. He was not saying that in a judgmental way. Departments and Chiefs need to make their own decisions. With the support of the Budget Committee and the City Council, the SPD transitioned in 2009 or 2010. When he started his police career in 1989, he had to go down to the police supply store and buy his holster, belt, equipment, and firearm all on his dime.

Mr. Smith stated that he had gone through the conceal and carry training and one of the things he got to do was try out a lot of pistols. His instructor had told them that everyone has their favorite, what feels good and what fits, etc. He wondered if the Chief had gotten any pushback from his Officers, just in terms of this is a great pistol, but it doesn't fit my hand, etc. He wondered if Officers get a choice between a few different models. The Chief replied that they authorize Glock 9 mm pistols for duty carry and there are a couple different models available, so they do have some choice with regard to model. They don't have a choice with regard to manufacturer and caliber. The Chief then went over the section regarding off-duty firearms.

The Chief continued the review of policy number 305. In regards to policy 305.10.2, the Chief shared that before he started working at the SPD; the Department purchased small handgun storage safes and gave one to every Officer so that their handguns could be safely stored at home. Another supply was purchased 3-4 years ago by the Sherwood Police Foundation. This is a big priority.

Mr. Dorsey asked the Chief if he encouraged or discouraged Officers to take their Department issued firearms home. The Chief replied that it is really the Officer's choice and that there are a lot of different variables. If somebody wanted to know his opinion, he would need to know the circumstances and the situation. They don't take a position one way or another. They just demand that the firearms be stored safely and be locked away so that accidents don't happen. Mr. Dorsey asked if the Officer is taking the firearm home, are they still using the same holster? The Chief replied that it is possible and allowable if an Officer chose to wear part or all of their uniform home, so they may have their duty holster. They may also choose to get dressed into their uniform and ready for duty in the SPD locker room. In that case, they may have some other holster or security conveyance to have that firearm in. He went on to describe the different storage devices and holsters for plain-clothes wear. He would say that is probably the most common.

Mr. West inquired about the section referring to training and stated that practice is important too. He asked if there is scheduled practice time at the Range at the station or are they expected to do that off-site at a gun club, or something like that. The Chief said that most of that happens during their scheduled firearms training, in combination with off-site, if an Officer has a membership somewhere. They don't have specific Range times, because it is a staffing challenge. He doesn't want someone in the Range without someone who is on duty. It's not because he doesn't trust them, it's simply because accidents happen and went on to express other concerns. At some point, if they are able to work out staffing and allow for a Firearms Instructor to be free to be able to be in the Range for an open period of time, they would certainly like to do that.

Vice Chair Foster asked the Chief about the process in June when board members terms will be expiring. Will they start taking applications and interviewing, etc. She wondered if he knew of others, besides Mr. Miller, that they will be replacing. The Chief replied that, so far, he had heard from three people. Mr. Miller's position is the only open position, that he was aware of. There are a few others he has yet to hear from.

6. Traffic Safety Update (Chair & TSC Liaisons)

This discussion begins at the 1:00:30 minute mark on the YouTube video.

Mr. West stated that due to a resignation on the Traffic Safety Committee, they currently had an opening. The Chief explained that they had referred back to the previous set of candidates and the selection group has chosen a candidate from that process to move forward. Staff needs to process that paperwork and get that approved by the Mayor and in front of the City Council for final approval.

Mr. West said that one of the things that the TSC refers to is a tracking form that Angie had created. He wondered if, in the next packet for this board, they could share the tracking form so the PAB can see the things that the TSC has been addressing.

The Chief said that at the previous week's Annual Goal Setting Session for the City Council, it was mentioned that they'd like to get a quarterly report from the TSC, which would capture exactly what Mr. West was talking about. If the PAB was okay with the quarterly reports, that would be a good way to keep them informed. Mr. West thought that was a good idea.

Mr. Smith said that one of the things they had discussed was having Dr. Takallou from the University of Portland provide a Traffic Safety Workshop, as he has done in previous years. The decision was made to hold off on this until the COVID restrictions have passed and they are able to open it up to the public.

Mr. Smith agreed with Mr. West that sharing the tracking form was a fantastic idea. He reported that at the last month's meeting they were able to close out a couple of the requests including parking and driveway obstruction on Lavender Place. No Parking signs have been approved and they are waiting to close that one out until the signs have been installed.

Another issue involved striping and bush cutting at SW Meinecke and SW Sequoia. That one has also been approved by the TSC and is moving forward in the approval process by being forwarded to the City Manager and then on to Public Works.

A big issue is street lighting at SW Sunset and SW Ladd Hill Road. One of the two lights has obtained some brighter light bulbs, the other one is still pending.

On the upcoming agenda, he noticed that this particular intersection has received another request. This one is for a traffic light installation at that intersection.

There had been a request for crosswalk lighting at the roundabout at Cedar Brook Way. It was determined that the radius is just too tight at that roundabout to put in any lighting. That particular request was denied.

He thanked Angie for getting back in touch with the folks who put in the different requests in terms of letting them know what's going on, what's been approved, denied, etc.

7. Councilor News

Councilor Young filled the board in on the Council Goal Setting Session that took place the week before. It was the first time in a year that the City Council had been together in the same room. It took place at the Arts Center where they could all spread out. She reported that they had so many robust goals from the year before that a lot of them are still in progress and will be for quite some time. Some were fine-tuned and they were able to take some of them off. One goal that they did add for the Public Safety section is to begin working on their Phase II Staffing Plan. The goal is for them to be more prepared as the City grows. They will also have some goals regarding DEIA. Primarily starting out making a statement for the City, reviewing hiring policies, and meet with the HR Department to see if and what anything needs to be changed in the hiring policies.

She had just been informed that the City Manager extended the City's Al Fresco Dining through April 30th. This will be re-evaluated around April 15th to see where we're at with COVID and the state guidelines and whether our restaurants can start opening more before they open Railroad Street up again.

Councilor Young said that the City Council is an advisory committee for the Community Enhancement Grant Program for the funds from Metro. During last Tuesday's meeting, along with their representative from Metro, they reviewed applications and were able to grant between 80 and 90,000 dollars and provided a couple ideas for those grants. These grants are open for non-profits to apply for every year. They try to advertise for it as best they can. They were able to grant funds for the Friends of the Sherwood Senior Center for them to purchase a 15-passenger van for their seniors. The Friends of the Sherwood Senior Center will pay for half, so they are matching funds. The van will be for helping seniors get to medical appointments and will help to get meals delivered, with the help of volunteers. They are also providing funds for CASA for children of Multnomah, Washington, and Columbia counties. This is for getting volunteers trained for the foster care program. Funds are also going to Cruisin' Sherwood and the Robin Hood Festival. Last year they didn't get their events held, so they are going into both of their seasons a little bit cash strapped. Cruisin' Sherwood is planning on holding an event this summer, but she wasn't sure about Robin Hood. Funds were also granted to the Sherwood Historical Society to help get the foundation fixed on their building. Monies were also granted to the YMCA to help get their STEM programs going. Lastly, funds will be going to the Sherwood Share Center towards the Kind Boxes, which are gift donation boxes for pregnant moms. Councilor Young asked the board members to let the City Council know if they know of any programs that would benefit from these grants. The Metro application process generally opens in January each year.

Ms. Thornton asked Councilor Young what DEIA stands for. Councilor Young replied that it stands for Diversity, Equity, Inclusion, and Accessibility.

Mr. Smith asked Councilor Young who the current Metro Representative was. She replied that it is Garrett Rosenthal.

Mr. Dorsey said that one of the comments he'd received from his social media post was in regards to code enforcement. This was for things from barking dogs, parking, etc. and didn't know if that might be more of a question for the Chief. He wondered if the City has a Code Enforcement Officer. The Chief replied that the City does have someone assigned to code compliance. That used to be a function of the Police Department. A couple budgets ago, it was moved to the Planning Department. They have a full-time Code Compliance Officer/Person (CCO), who is a former Police Officer. The Chief explained that the CCO handles all non-law and/or criminal related code issues. His name is Dan Miller and he takes care of most all that. SPD Officers may respond, initially, but a lot of that can be referred for follow-up to code

compliance to work with homeowners, residents and neighbors. Mr. Dorsey asked if Mr. Miller's contact info is on the City website and referred to the earlier conversation regarding the challenges of finding info on the City website. Ms. Thornton suggested putting info out on social media as well. The Chief agreed that it is incumbent upon them to get the info out there. He said, however, in their defense, it doesn't matter how many times they may post, there's always going to be a handful of people that just don't see the info. The Chief shared what a potential successful post for the SPD would look like. The Chief then shared how folks could find the Code Compliance Officer's contact info.

Councilor Young said that the City website is not very user friendly and revamping the website was included in the Council goals. Coming up with a Communication Plan is also included in their goals. The City doesn't really have a Communication Plan, or a Communications Director, which they will probably never have, with the City the size that it is. As it looks right now, every Department does their own social media postings.

8. Staff Report(s)

The conversation for this section begins at the 1:20:24 minute mark of the YouTube video.)

The Chief was happy to report that Sherwood was, once again, rated the second safest city in Oregon. We continue to rank very high on the safety measures. He explained that each one of those groups that do that have a little bit different formula. They weigh property crimes and violent crimes differently. It's all math. Regardless, the consistency is that we find ourselves in the top three a lot of the times and most all of the time in the top five out of, somewhere around, 225 incorporated cities in the state of Oregon. He is very proud of the work that the women and men of the Sherwood Police Department do. It is important that the PAB and citizens of Sherwood know that they have an amazing group of people that they can call their Police Officers and guardians. It's because of them that residents enjoy the livability, the high level of safety, and the low level of crime that they do. The SPD depends on the community to help with that. He said that he'd appreciated Ms. Thornton's earlier comment of the silliness of "defunding the police". It is a notion and a concept that is often misquoted and misunderstood. They will be the first to stand up and say that they never asked to be the social workers and the first responders to somebody's mental health crisis. It has been thrust upon Police Officers out of necessity and they have trained and tried to do the very best they can to respond to those.

a. Use of Force Discussion-Follow Up

The Chief thanked everyone for the feedback they had provided him already and asked them to please, please continue with those conversations and to please do the best they can to capture any and all comments they can. The information gathered will be very valuable. While he appreciates any effort that they do on this, he asked the board members to try to dive into citizens expectations of the SPD. That is an important part of this. He wants to know what the citizens expect of them in regards to a use of force situation. Next month, he will try to carve some time out where they can develop some scenario-based questions that they can pose to neighbors in this type of a situation.

They will probably not do a policy review at next month's meeting. Between the MHRT presentation and a little work session on some of these use of force scenario situations, they will probably have their hour and a half filled up.

Mr. Silverforb stated that he had never heard of the term "kettling" until the Portland Police Bureau (PPB) started using it last week. He heard that a lot of people had said that it was unnecessary and should not be used and another group thought it was excellent and should be used. He wondered what the Chief's opinion was about it. If the decision was up to him to use it, if given a similar situation, would he use it. The Chief stated that he was not familiar with the term. Councilor Young explained that the PPB surrounded the group and then blocked off any entrance and exit points. She believed that they then took pictures of people that they let leave so they would have a record for their investigation of what was taking place. It was a group of about 100 people. Mr. Silverforb said that was correct and that they took photos as well as checked ID's.

The Chief replied that he would provide his input and opinion, since Mr. Silverforb asked, but he asked that no one would interpret that as an indictment on any other police agency. The number one rule is he wasn't there and doesn't know the specifics of the situation or the dynamics that were going on at the time. He also stated that he is not an expert on crowd control. It is not a subject area that he has spent a lot of time on. He would rely on information that he gets from others. He then proceeded to state that there could be potential issues with boxing in a group of people without knowing that every one of them was subject to a legal stop. Police Officers cannot detain somebody and request their identification without justification for a legal stop. They can ask someone if they mind telling them what their name is, but they cannot detain them for that purpose absent of legal justification. It would seem to him that there may be some issue with a practice like that. He reiterated that this is not his area of expertise. He had also not heard of the term "kettling" before that night.

Mr. Dorsey said that with what has been happening in Atlanta and it definitely being a hot topic here and around the nation with regards to discrimination against those of Asian descent, historically, he wondered if the Chief had seen anything like that in Sherwood. The Chief said not that he was aware of. That was not to say that there certainly may have been incidences that he's not recalling. He said that he has certainly been thinking an awful lot about that and first and foremost his heart goes out to all of the victims in Atlanta. He's long been appalled at the unfortunate history that our country has with regard to Asian Americans dating back to WWII and certainly before that. Unfortunately, Oregon has a rather ugly history as a state with pretty much any non-white, to include any Asian Americans working on railroads and other people of color. Oregon actually legislated that they couldn't live in the state. It's not very pretty. His heart is broken for victims and others that have suffered over the years and present day.

Ms. Thornton asked the Chief if he had a one or two sentence or quote that he'd like them to put out on social media in regards to getting the desired feedback on use of force. She said, for example, "what are your expectations for the SPD in regards to use of force", using this definition of use of force. The Chief said just posting that question would work.

9. Citizen Comment

A Citizen Comment was received via e-mail on February 24th, by Sherwood resident, Julie Nader. As she had posed some good, reasonable questions, Chief Groth had replied to her e-mail. The citizen's comments and the Chief's replies were read aloud by Ms. Hass. See Exhibit "B".

Mr. Dorsey asked the Chief, in regards to the Washington County MHRT, are they directed by a 911 call or how are people put in contact with them if they have a particular scenario in which their services would be helpful. The Chief replied that they can be placed on a call when it comes in through 911, or they can be requested by a Police Officer at any point during a call. A Police Officer may be dispatched to a call and they may review a call and immediately say "give me an MHRT" or halfway through a call, they may realize that part or all of the issue is a mental health crisis. It is important to remember that some calls come in as a clear mental health crisis. Other calls are what he terms as a "mental health call in disguise", where you don't know it's a mental health call until you get there and begin to address it and then you realize there's mental health issues.

10. Adjourn (Chair)

At 8:44 p.m., Ms. Thornton moved that they adjourn the meeting and Mr. Dorsey seconded the motion.

The next meeting is scheduled for April 15th at 7 p.m.

Approval of Minutes:

Vice Chair Diane Foster

Date

Attest:

Angie Hass, Executive Assistant

Date

Control Devices and Techniques

304.1 PURPOSE AND SCOPE

This policy provides guidelines for the use and maintenance of control devices that are described in this policy.

304.2 POLICY

In order to control subjects who are violent or who demonstrate the intent to be violent, the City of Sherwood Police Department authorizes officers to use control devices in accordance with the guidelines in this policy and the Use of Force Policy. The Police Chief may also authorize other positions or individual Agency members to use specific control devices.

304.3 ISSUING, CARRYING, AND USING CONTROL DEVICES

Control devices described in this policy may be carried and used by members of this agency only if the device has been issued by the Agency or approved by the Police Chief or the authorized designee.

Only officers who have successfully completed agency-approved training in the use of any control device are authorized to carry and use the device.

Control devices may be used when a decision has been made to control, restrain, or arrest a subject who is violent or who demonstrates the intent to be violent, and the use of the device appears reasonable under the circumstances. When reasonable, a verbal warning and opportunity to comply should precede the use of these devices.

304.4 RESPONSIBILITIES

304.4.1 SHIFT SUPERVISOR RESPONSIBILITIES

The Shift Supervisor may authorize the use of a control device by selected personnel or members of specialized units who have successfully completed the required training.

304.4.2 SUPPORT CAPTAIN RESPONSIBILITIES

The Support Captain shall control the inventory and issuance of all control devices and shall ensure that all damaged, inoperative, outdated or expended control devices or munitions are properly disposed of, repaired or replaced.

Every control device will be periodically inspected by the Support Captain or the designated instructor for a particular control device. The inspection shall be documented.

304.4.3 USER RESPONSIBILITIES

All normal maintenance, charging or cleaning shall remain the responsibility of personnel using the various devices.

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Any damaged, inoperative, outdated or expended control devices or munitions, along with documentation explaining the cause of the damage, shall be returned to the Support Captain for disposition. Damage to City property forms shall also be prepared and forwarded through the chain of command, when appropriate, explaining the cause of damage.

304.5 BATON GUIDELINES

The need to immediately control a suspect must be weighed against the risk of causing serious injury. The head, neck, throat, spine, heart, kidneys and groin should not be intentionally targeted except when the officer reasonably believes the suspect poses an imminent threat of serious bodily injury or death to the officer or others.

When carrying a baton, uniformed personnel shall carry the baton in its authorized holder on the equipment belt. Plainclothes and non-field personnel may carry the baton as authorized and in accordance with the needs of their assignment or at the direction of their supervisor.

304.6 TEAR GAS GUIDELINES

Tear gas may be used for crowd control, crowd dispersal, or against barricaded suspects based on the circumstances.

Only the Shift Supervisor, Incident Commander, or Crisis Response Unit Commander may authorize the delivery and use of tear gas, and only after evaluating all conditions known at the time and determining that such force reasonably appears justified and necessary.

When practicable, fire personnel should be alerted or summoned to the scene prior to the deployment of tear gas to control any fires and to assist in providing medical aid or gas evacuation if needed.

304.7 CROWD CONTROL GUIDELINES

Tear gas (e.g., OC, CS, similar chemicals that accomplish the same effect) administered by shell, cartridge, or explosive device shall not be used for crowd control except in circumstances that constitute a riot. A riot is when a person commits the crime of riot, i.e. if while participating with five or more other persons, the person engages in tumultuous and violent conduct and thereby intentionally or recklessly creates a grave risk of causing public alarm (ORS 166.015; 2020 Oregon Laws, c.8, § 1).

Prior to the deployment of tear gas under these circumstances, officers shall, in the following order (2020 Oregon Laws, c.8, § 1):

- (a) Announce the intent to use tear gas,
- (b) Allow sufficient time for individuals to evacuate the area, and
- (c) Announce for a second time, immediately before usage, the intent to use tear gas.

Control Devices and Techniques

304.8 OLEORESIN CAPSICUM (OC) GUIDELINES

As with other control devices, oleoresin capsicum (OC) spray and pepper projectiles may be considered for use to bring under control an individual or groups of individuals who are engaging in, or are about to engage in violent behavior. Pepper projectiles and OC spray should not, however, be used against individuals or groups who merely fail to disperse or do not reasonably appear to present a risk to the safety of officers or the public.

304.8.1 OC SPRAY

Uniformed personnel carrying OC spray shall carry the device in its holster on the equipment belt. Plainclothes and non-field personnel may carry OC spray as authorized, in accordance with the needs of their assignment or at the direction of their supervisor.

304.8.2 PEPPER PROJECTILE SYSTEMS

Pepper projectiles are plastic spheres that are filled with a derivative of OC powder. Because the compressed gas launcher delivers the projectiles with enough force to burst the projectiles on impact and release the OC powder, the potential exists for the projectiles to inflict injury if they strike the head, neck, spine, or groin. Therefore, personnel using a pepper projectile system should not intentionally target those areas, except when the officer reasonably believes the suspect poses an imminent threat of serious bodily injury or death to the officer or others.

Officers encountering a situation that warrants the use of a pepper projectile system shall notify a supervisor as soon as practicable. A supervisor shall respond to all pepper projectile system incidents where the suspect has been hit or exposed to the chemical agent. The supervisor shall ensure that all notifications and reports are completed as required by the Use of Force Policy.

Each deployment of a pepper projectile system shall be documented. This includes situations where the launcher was directed toward the suspect, whether or not the launcher was used. Unintentional discharges shall be promptly reported to a supervisor and documented on the appropriate report form. Only non-incident use of a pepper projectile system, such as training and product demonstrations, is exempt from the reporting requirement.

304.8.3 TREATMENT FOR OC SPRAY EXPOSURE

Persons who have been sprayed with or otherwise affected by the use of OC should be promptly provided with clean water to cleanse the affected areas. Those persons who complain of further severe effects shall be examined by appropriate medical personnel.

304.9 POST-APPLICATION NOTICE

Whenever tear gas or OC has been introduced into a residence, building interior, vehicle or other enclosed area, officers should provide the owners or available occupants with notice of the possible presence of residue that could result in irritation or injury if the area is not properly cleaned. Such notice should include advisement that clean up will be at the owner's expense. Information regarding the method of notice and the individuals notified should be included in related reports.

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304.10 KINETIC ENERGY PROJECTILE GUIDELINES

This agency is committed to reducing the potential for violent confrontations. Kinetic energy projectiles, when used properly, are less likely to result in death or serious physical injury and can be used in an attempt to de-escalate a potentially deadly situation.

304.10.1 DEPLOYMENT AND USE

Only agency-approved kinetic energy munitions shall be carried and deployed. Approved munitions may be used to compel an individual to cease his/her actions when such munitions present a reasonable option.

Officers are not required or compelled to use approved munitions in lieu of other reasonable tactics if the involved officer determines that deployment of these munitions cannot be done safely. The safety of hostages, innocent persons and officers takes priority over the safety of subjects engaged in criminal or suicidal behavior.

Circumstances appropriate for deployment include, but are not limited to, situations in which:

- (a) The suspect is armed with a weapon and the tactical circumstances allow for the safe application of approved munitions.
- (b) The suspect has made credible threats to harm him/herself or others.
- (c) The suspect is engaged in riotous behavior or is throwing rocks, bottles or other dangerous projectiles at people and/or officers.
- (d) There is probable cause to believe that the suspect has already committed a crime of violence and is refusing to comply with lawful orders.

304.10.2 DEPLOYMENT CONSIDERATIONS

Before discharging projectiles, the officer should consider such factors as:

- (a) Distance and angle to target.
- (b) Type of munitions employed.
- (c) Type and thickness of subject's clothing.
- (d) The subject's proximity to others.
- (e) The location of the subject.
- (f) Whether the subject's actions dictate the need for an immediate response and the use of control devices appears appropriate.

A verbal warning of the intended use of the device should precede its application, unless it would otherwise endanger the safety of officers or when it is not practicable due to the circumstances. The purpose of the warning is to give the individual a reasonable opportunity to voluntarily comply and to warn other officers and individuals that the device is being deployed.

Officers should keep in mind the manufacturer's recommendations and their training regarding effective distances and target areas. However, officers are not restricted solely to use according to

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manufacturer recommendations. Each situation must be evaluated on the totality of circumstances at the time of deployment.

The need to immediately incapacitate the subject must be weighed against the risk of causing serious injury or death. The head and neck should not be intentionally targeted, except when the officer reasonably believes the suspect poses an imminent threat of serious bodily injury or death to the officer or others.

304.10.3 SAFETY PROCEDURES

Shotguns specifically designated for use with kinetic energy projectiles will be specially marked in a manner that makes them readily identifiable as such.

Officers will inspect the shotgun and projectiles at the beginning of each shift to ensure that the shotgun is in proper working order and the projectiles are of the approved type and appear to be free from defects.

When it is not in use, the shotgun will be unloaded and properly and securely stored in the vehicle. When deploying the kinetic energy projectile shotgun, the officer shall visually inspect the kinetic energy projectiles to ensure that conventional ammunition is not being loaded into the shotgun.

Absent compelling circumstances, officers who must transition from conventional ammunition to kinetic energy projectiles will employ the two-person rule for loading. The two-person rule is a safety measure in which a second officer watches the unloading and loading process to ensure that the weapon is completely emptied of conventional ammunition.

304.11 TRAINING FOR CONTROL DEVICES

The Support Captain shall ensure that all personnel who are authorized to carry a control device have been properly trained and certified to carry the specific control device and are retrained or recertified as necessary.

- (a) Proficiency training shall be monitored and documented by a certified, control-device weapons or tactics instructor.
- (b) All training and proficiency for control devices will be documented in the officer's training file.
- (c) Officers who fail to demonstrate proficiency with the control device or knowledge of this agency's Use of Force Policy will be provided remedial training. If an officer cannot demonstrate proficiency with a control device or knowledge of this agency's Use of Force Policy after remedial training, the officer will be restricted from carrying the control device and may be subject to discipline.

304.12 REPORTING USE OF CONTROL DEVICES AND TECHNIQUES

Any application of a control device or technique listed in this policy shall be documented in the related incident report and reported pursuant to the Use of Force Policy.

Firearms

305.1 PURPOSE AND SCOPE

This policy provides guidelines for issuing firearms, the safe and legal carrying of department issued firearms, firearms maintenance and firearms training.

This policy does not apply to issues related to the use of firearms that are addressed in the Use of Force or Officer-Involved Shootings and Deaths policies.

This policy only applies to department issued firearms and those members who are authorized to carry firearms.

305.2 POLICY

The City of Sherwood Police Department will equip its members with firearms to address the risks posed to the public and department members by violent and sometimes well-armed persons. The Department will ensure firearms are appropriate and in good working order and that relevant training is provided as resources allow.

305.3 AUTHORIZED FIREARMS, AMMUNITION AND OTHER WEAPONS

Members shall only use firearms that are issued, or approved by the Department, and have been thoroughly inspected by the Support Captain. Except in an emergency or as directed by a supervisor, no firearm shall be carried by a member who has not qualified with that firearm at an authorized department range.

Department members shall not carry any chemical weapons, electronic weapons or impact weapons that have not been issued by the department in the performance of their official duties. This exclusion does not apply to the carrying of edged weapons that are permitted by law.

305.3.1 HANDGUNS

The standard department-issued handgun is the Glock 9mm pistol, in various models as authorized by the department. Other handguns may be issued and/or authorized by the department as needed.

305.3.2 SHOTGUNS

The department will issue patrol shotguns for use by those members who are authorized to carry a shotgun and have received the required training.

Members may deploy the patrol shotgun in any circumstance where the member can articulate a reasonable expectation that the shotgun may be needed. Examples of some general guidelines for deploying the patrol shotgun may include, but are not limited to:

- (a) Situations where the member reasonably anticipates an armed encounter.
- (b) Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.

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- (c) When a member reasonable believes there may be a need to fire upon a suspect behind a barricade, in a vehicle or wearing body armor.
- (d) When authorized and/or requested by a supervisor.

When not deployed, shotguns shall be properly secured consistent with department training in a locking weapons rack in the patrol vehicle.

305.3.3 PATROL RIFLES

The department will issue patrol rifles for use by those members who are authorized to carry a patrol rifle and have received the required training.

Members may deploy the patrol rifle in any circumstance where the member can articulate a reasonable expectation that the rifle may be needed. Examples of some general guidelines for deploying the patrol rifle may include, but are not limited to:

- (a) Situations where the member reasonably anticipates an armed encounter.
- (b) When a member is faced with a situation that may require accurate and effective fire at long range.
- (c) Situations where a member reasonably expects the need to meet or exceed a suspect's firepower.
- (d) When a member reasonably believes that there may be a need to fire on a barricaded person or a person with a hostage.
- (e) When a member reasonably believes that a suspect may be wearing body armor.
- (f) When authorized or requested by a supervisor.
- (g) When needed to euthanize an animal.

When not deployed, the patrol rifle shall be properly secured consistent with department training in a locking weapons rack or the trunk of the patrol vehicle.

305.3.4 PERSONALLY OWNED DUTY FIREARMS

Members desiring to carry an authorized but personally owned duty firearm must receive written approval from the Police Chief or the authorized designee. Once approved, personally owned duty firearms are subject to the following restrictions:

- (a) The firearm shall be in good working order and on the department list of approved firearms.
- (b) The firearm shall be inspected by the Support Captain prior to being carried and thereafter shall be subject to inspection whenever it is deemed necessary.
- (c) Prior to carrying the firearm, members shall qualify under range supervision and thereafter shall qualify in accordance with the department qualification schedule. Members must demonstrate proficiency and safe handling, and that the firearm functions properly.
- (d) Members shall provide written notice of the make, model, color, serial number and caliber of the firearm to the Support Captain, who will maintain a list of the information.

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305.3.5 AUTHORIZED SECONDARY HANDGUN

Members desiring to carry department or personally owned secondary handguns are subject to the following restrictions:

- (a) The handgun shall be in good working order and on the department list of approved firearms.
- (b) Only one secondary handgun may be carried at a time.
- (c) The purchase of the handgun and ammunition shall be the responsibility of the member unless the handgun and ammunition are provided by the Department.
- (d) The handgun shall be carried concealed at all times and in such a manner as to prevent unintentional cocking, discharge or loss of physical control.
- (e) The handgun shall be inspected by the Support Captain prior to being carried and thereafter shall be subject to inspection whenever it is deemed necessary.
- (f) Ammunition shall be the same as department issue. If the caliber of the handgun is other than department issue, the Police Chief or the authorized designee shall approve the ammunition.
- (g) Prior to carrying the secondary handgun, members shall qualify under range supervision and thereafter shall qualify in accordance with the department qualification schedule. Members must demonstrate proficiency and safe handling, and that the handgun functions properly.
- (h) Members shall provide written notice of the make, model, color, serial number and caliber of a secondary handgun to the Support Captain, who will maintain a list of the information.

305.3.6 AUTHORIZED OFF-DUTY FIREARMS

The carrying of firearms by members while off-duty is permitted by the Police Chief but may be rescinded should circumstances dictate (e.g., administrative leave). Members who choose to carry a firearm while off-duty, based on their authority as peace officers, will be required to meet the following guidelines:

- (a) A personally owned firearm shall be used, carried and inspected in accordance with the Personally Owned Duty Firearms requirements in this policy.
 1. The purchase of the personally owned firearm and ammunition shall be the responsibility of the member.
- (b) The firearm shall be carried concealed at all times and in such a manner as to prevent unintentional cocking, discharge or loss of physical control.
- (c) It will be the responsibility of the member to submit the firearm to the Support Captain for inspection prior to being personally carried. Thereafter the firearm shall be subject to periodic inspection by the Support Captain.
- (d) Prior to carrying any off-duty firearm, the member shall demonstrate to the Support Captain that he/she is proficient in handling and firing the firearm and that it will be carried in a safe manner.

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- (e) The member will successfully qualify with the firearm prior to it being carried.
- (f) Members shall provide written notice of the make, model, color, serial number and caliber of the firearm to the Support Captain, who will maintain a list of the information.
- (g) If a member desires to use more than one firearm while off-duty, he/she may do so, as long as all requirements set forth in this policy for each firearm are met.
- (h) Members shall only carry department-authorized ammunition.
- (i) When armed, officers shall carry their badges and City of Sherwood Police Department identification cards under circumstances requiring possession of such identification.

305.3.7 AMMUNITION

Members shall carry only department-authorized ammunition. Members shall be issued fresh duty ammunition in the specified quantity for all department-issued firearms during the member's firearms qualification. Replacements for unserviceable or depleted ammunition issued by the Department shall be dispensed by the Support Captain when needed, in accordance with established policy.

Members carrying personally owned authorized firearms of a caliber differing from department-issued firearms shall be responsible for obtaining fresh duty ammunition in accordance with the above, at their own expense.

305.4 FIREARMS TRAINING AND QUALIFICATIONS

All members who carry a firearm either on-duty or off-duty are required to complete training as follows;

- Members will attend department training and qualify with their on-duty firearm at least twice per year
- Members who carry a secondary firearm, either on-duty or off-duty, will attend department training and qualify at least twice per year with any firearm they carry

At least annually, all members carrying a firearm should receive practical training designed to simulate field situations including low-light shooting.

305.4.1 NON-CERTIFICATION OR NON-QUALIFICATION

If any member fails to meet minimum standards for firearms training or qualification for any reason, including injury, illness, duty status or scheduling conflict, that member shall submit a memorandum to his/her immediate supervisor prior to the end of the required training or qualification period.

Those who fail to meet minimum standards or qualify on their first shooting attempt shall be provided remedial training and will be subject to the following requirements:

- (a) Additional range assignments may be scheduled to assist the member in demonstrating consistent firearm proficiency.

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- (b) Members shall be given credit for a range training or qualification when obtaining a qualifying score or meeting standards after remedial training.
- (c) No range credit will be given for the following:
 - 1. Unauthorized range make-up
 - 2. Failure to meet minimum standards or qualify after remedial training

Members who repeatedly fail to meet minimum standards will be removed from field assignment and may be subject to disciplinary action.

305.5 FIREARM DISCHARGE

Except during training or recreational use, any member who discharges a firearm intentionally or unintentionally, on- or off-duty, shall make a verbal report to his/her supervisor as soon as circumstances permit. If the discharge results in injury or death to another person, additional statements and reports shall be made in accordance with the Officer-Involved Shootings and Deaths Policy. If a firearm was discharged as a use of force, the involved member shall adhere to the additional reporting requirements set forth in the Use of Force Policy.

In all other cases, written reports shall be made as follows:

- (a) If on-duty at the time of the incident, the member shall file a written report with his/her Section Commander or provide a recorded statement to investigators prior to the end of shift, unless otherwise directed.
- (b) If off-duty at the time of the incident, a written report shall be submitted or recorded statement provided no later than the end of the next regularly scheduled shift, unless otherwise directed by a supervisor.

305.5.1 DESTRUCTION OF ANIMALS

Members are authorized to use firearms to stop an animal in circumstances where the animal reasonably appears to pose an imminent threat to human safety and alternative methods are not reasonably available or would likely be ineffective.

In circumstances where there is sufficient advance notice that a potentially dangerous animal may be encountered, department members should develop reasonable contingency plans for dealing with the animal (e.g., fire extinguisher, TASER device, oleoresin capsicum (OC) spray, animal control officer). Nothing in this policy shall prohibit any member from shooting a dangerous animal if circumstances reasonably dictate that a contingency plan has failed or becomes impractical.

305.5.2 INJURED ANIMALS

With the approval of a supervisor, a member may euthanize an animal that is so badly injured that human compassion requires its removal from further suffering and where other dispositions are impractical.

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305.5.3 WARNING AND OTHER SHOTS

Generally, warning shots or shots fired for the purpose of summoning aid are discouraged and may not be discharged unless the member reasonably believes that they appear necessary, effective and reasonably safe.

305.6 SUPPORT CAPTAIN DUTIES

The range will be under the exclusive control of the Support Captain. All members attending will follow the directions of the Support Captain. The Support Captain will maintain a roster of all members attending the range and will submit the roster to the Support Captain after each range date. Failure of any member to sign in and out with the Support Captain may result in non-participation or non-qualification.

The range shall remain operational and accessible to department members during hours established by the Department.

The Support Captain has the responsibility of making periodic inspection, at least once a year, of all duty firearms carried by members of this department to verify proper operation. The Support Captain has the authority to deem any department-issued or personally owned firearm unfit for service. The member will be responsible for all repairs to his/her personally owned firearm; it will not be returned to service until it has been inspected and approved by the Support Captain.

The Support Captain has the responsibility for ensuring each member meets the minimum requirements during training shoots and, on at least a yearly basis, can demonstrate proficiency in the care, cleaning and safety of all firearms the member is authorized to carry.

The Support Captain shall complete and submit to the Support Captain documentation of the training courses provided. Documentation shall include the qualifications of each instructor who provides the training, a description of the training provided and, on a form that has been approved by the Department, a list of each member who completes the training. The Support Captain should keep accurate records of all training shoots, qualifications, repairs, maintenance or other records as directed by the Support Captain.

305.7 FLYING WHILE ARMED

The Transportation Security Administration (TSA) has imposed rules governing law enforcement officers flying armed on commercial aircraft. The following requirements apply to officers who intend to be armed while flying on a commercial air carrier or flights where screening is conducted (49 CFR 1544.219):

- (a) Officers wishing to fly while armed must be flying in an official capacity, not for vacation or pleasure, and must have a need to have the firearm accessible, as determined by the Department based on the law and published TSA rules.
- (b) Officers must carry their City of Sherwood Police Department identification card, bearing the officer's name, a full-face photograph, identification number, the officer's signature and the signature of the Police Chief or the official seal of the Department and must present this identification to airline officials when requested.

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The officer should also carry the standard photo identification needed for passenger screening by airline and TSA officials (e.g., driver license, passport).

- (c) The City of Sherwood Police Department must submit a National Law Enforcement Telecommunications System (NLETS) message prior to the Officer's travel. If approved, TSA will send the City of Sherwood Police Department an NLETS message containing a unique alphanumeric identifier. The officer must present the message on the day of travel to airport personnel as authorization to travel while armed.
- (d) An official letter signed by the Police Chief authorizing armed travel may also accompany the officer. The letter should outline the officer's need to fly armed, detail his/her itinerary, and include that the officer has completed the mandatory TSA training for a law enforcement officer flying while armed.
- (e) Officers must have completed the mandated TSA security training covering officers flying while armed. The training shall be given by the department-appointed instructor.
- (f) It is the officer's responsibility to notify the air carrier in advance of the intended armed travel. This notification should be accomplished by early check-in at the carrier's check-in counter.
- (g) Any officer flying while armed should discreetly contact the flight crew prior to take-off and notify them of his/her assigned seat.
- (h) Discretion must be used to avoid alarming passengers or crew by displaying a firearm. The officer must keep the firearm concealed on his/her person at all times. Firearms are not permitted in carry-on luggage and may not be stored in an overhead compartment.
- (i) Officers should try to resolve any problems associated with flying armed through the flight captain, ground security manager, TSA representative or other management representative of the air carrier.
- (j) Officers shall not consume alcoholic beverages while aboard an aircraft, or within eight hours prior to boarding an aircraft.

305.8 CARRYING FIREARMS OUT OF STATE

Qualified, active, full-time officers of this department are authorized to carry a concealed firearm in all other states subject to the following conditions (18 USC § 926B):

- (a) The officer shall carry his/her City of Sherwood Police Department identification card whenever carrying such firearm.
- (b) The officer is not the subject of any current disciplinary action.
- (c) The officer may not be under the influence of alcohol or any other intoxicating or hallucinatory drug.
- (d) The officer will remain subject to this and all other department policies (including qualifying and training).

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Officers are cautioned that individual states may enact local regulations that permit private persons or entities to prohibit or restrict the possession of concealed firearms on their property, or that prohibit or restrict the possession of firearms on any state or local government property, installation, building, base or park. Federal authority may not shield an officer from arrest and prosecution in such locally restricted areas.

Active law enforcement officers from other states are subject to all requirements set forth in 18 USC § 926B.

305.9 EQUIPMENT

Firearms carried on- or off-duty shall be maintained in a clean, serviceable condition. Maintenance and repair of authorized personally owned firearms are the responsibility of the individual member.

305.9.1 REPAIRS OR MODIFICATIONS

Each member shall be responsible for promptly reporting any damage or malfunction of an assigned firearm to a supervisor or the Support Captain.

Firearms that are the property of the Department or personally owned firearms that are approved for department use may be repaired or modified only by a person who is department-approved and certified as an armorer or gunsmith in the repair of the specific firearm. Such modification or repair must be authorized in advance by the Support Captain.

Any repairs or modifications to the member's personally owned firearm shall be done at his/her expense and must be approved by the Support Captain.

305.9.2 HOLSTERS

Only department-approved holsters shall be used and worn by members. Members shall periodically inspect their holsters to make sure they are serviceable and provide the proper security and retention of the handgun.

305.9.3 TACTICAL LIGHTS

Tactical lights may only be installed on a firearm carried on- or off-duty after they have been examined and approved by the Support Captain. Once the approved tactical lights have been properly installed on any firearm, the member shall qualify with the firearm to ensure proper functionality and sighting of the firearm prior to carrying it.

305.9.4 OPTICS OR LASER SIGHTS

Optics or laser sights may only be installed on a firearm carried on- or off-duty after they have been examined and approved by the Support Captain. Any approved sight shall only be installed in strict accordance with manufacturer specifications. Once approved sights have been properly installed on any firearm, the member shall qualify with the firearm to ensure proper functionality and sighting of the firearm prior to carrying it.

Except in an approved training situation, a member may only sight in on a target when the member would otherwise be justified in pointing a firearm at the target.

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305.10 SAFE HANDLING, INSPECTION AND STORAGE

Members shall maintain the highest level of safety when handling firearms and shall consider the following:

- (a) Members shall not unnecessarily display or handle any firearm.
- (b) Members shall be governed by all rules and regulations pertaining to the use of the range and shall obey all orders issued by the Support Captain. Members shall not dry fire or practice quick draws except as instructed by the Support Captain or other firearms training staff.
- (c) Members shall not clean, repair, load or unload a firearm anywhere in the Department, except where instructed.
- (d) Shotguns or rifles removed from vehicles or the equipment storage room shall be loaded and unloaded in the parking lot and outside of the vehicle, using clearing barrels.
- (e) Members shall not place or store any firearm or other weapon on department premises except where the place of storage is locked. No one shall carry firearms into the jail section or any part thereof when securing or processing an arrestee, but shall place all firearms in a secured location. Members providing access to the jail section to persons from outside agencies are responsible for insuring firearms are not brought into the jail section.
- (f) Members shall not use any automatic firearm, heavy caliber rifle, gas or other type of chemical weapon or firearm from the armory, except with approval of a supervisor.
- (g) Any firearm authorized by the Department to be carried on- or off-duty that is determined by a member to be malfunctioning or in need of service or repair shall not be carried. It shall be promptly presented to the Department or a Support Captain approved by the Department for inspection and repair. Any firearm deemed in need of repair or service by the Support Captain will be immediately removed from service. If the firearm is the member's primary duty firearm, a replacement firearm will be issued to the member until the duty firearm is serviceable.

305.10.1 INSPECTION AND STORAGE

Handguns shall be inspected regularly and upon access or possession by another person. Shotguns and rifles shall be inspected at the beginning of the shift by the member to whom the weapon is issued. The member shall insure that the firearm is carried in the proper condition and loaded with approved ammunition. Inspection of the shotgun and rifle shall be done while standing outside of the patrol vehicle. All firearms shall be pointed in a safe direction or into clearing barrels.

Handguns may be safely stored in lockers at the end of the shift so long as the locker is secured/locked. Handguns may remain loaded if they are secured in an appropriate holster. Shotguns and rifles shall be unloaded in a safe manner outside the building and then stored in the appropriate equipment storage room.

City of Sherwood Police Department

Sherwood PD OR Policy Manual

Firearms

305.10.2 STORAGE AT HOME

Members shall insure that all department issued firearms and ammunition are always under their immediate control or locked and secured while in their homes, vehicles or any other area under their control, and in a manner that will keep them inaccessible to children and others who should not have access. Members shall not permit department-issued firearms to be handled by anyone not authorized by the Department to do so. Members should be aware that negligent storage of a firearm could result in discipline and/or civil liability.

305.10.3 ALCOHOL AND DRUGS

Firearms shall not be carried by any member, either on- or off-duty, who has consumed an amount of an alcoholic beverage, taken any drugs or medication, or has taken any combination thereof that would tend to adversely affect the member's senses or judgment.

Received via e-mail, 2/24/2021. adh

My input on Sherwood Police to be shared at the Police Advisory Board Meeting:

First-----they are doing a superb job in our community.

There is NO need for Police presence in the public schools.

That money should be better spent.

Do our police wear body cams? Is there a need to apply for a grant to have them????

If we have them, when are they activated?

Sherwood police officers do wear body cameras and they are activated on every investigative and/or official contact. All the videos are retained per the timelines established by state law.

A **real need** is to educate our police concerning mental health issues. They need to have a resource (Professional Mental Health Provider on call) to help them deal with mental health issues. Police can't have all the answers for all the problems they must deal with.

Sherwood police officers do receive training on mental health issues. Washington County has a Mental Health Response Team (MHRT) that is available to respond to and help officers deal with mental health issues, and we have one Sherwood officer that works directly with the MHRT.

There is a staggering number in our population who are on the Autism Spectrum. **Why not have a training or two with the people and their families who are affected/afflicted with this prevalent mental health issue?** Treating people with respect who have mental health issues is very important. Often they are very anxious and just want to escape confrontation so may want to walk away!

That training is covered as part of the mental health training officers receive.

Lastly, I would like to know what plans there are to re-test the rape kits. Are they held in a refrigerator at the station? How many are there? Is there an expense in having them re-tested by CODIS? Is there a grant available if there is an expense? The Victims need to be shown more respect by following up. Not to mention protecting others!

Every rape kit we receive is placed in refrigerated storage and sent to the Oregon State Police Crime Lab to be tested and entered into CODIS.

Thanks for considering my concerns,

Julie Nader