



# **POLICE ADVISORY BOARD MEETING PACKET**

**FOR**

**Thursday, August 19, 2021  
7 p.m.**

***Meeting held virtually through Teams.  
Pursuant to Executive Order 20-16, this meeting  
will be conducted electronically and will be live  
streamed at***

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



# AGENDA



<b><u>Police Advisory Board</u></b>	
<b>Date &amp; Time:</b>	Thursday - August 19, 2021 7:00 pm
<b>Location:</b>	Pursuant to House Bill 4212 (2020), this meeting will be conducted electronically and will be live streamed at <a href="https://www.youtube.com/user/CityofSherwood">https://www.youtube.com/user/CityofSherwood</a> .
<b>Attendees</b>	
<b>P.A.B. Members:</b>	<b>Council Liaison:</b>
Brian Dorsey - Chair	Councilor Kim Young
Megan Thornton - Vice Chair	<b>City Staff:</b>
Diane Foster	Jeff Groth - Police Chief
Mike Smith	Ty Hanlon – Police Captain
Chris West	Angie Hass – Executive Assistant
Laurie Zwingli	
Vacant	
Vacant	
Vacant	

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
  - a. Introduction of new board members
6. Traffic Safety Update (Staff and/or Liaisons)
7. Councilor News
8. Staff Report(s)
  - a. Police Activity Update
    - i. Patrol
    - ii. Investigations
  - b. Hiring Process Update
  - c. COVID Update; masks and facilities
9. Citizen Comment

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

*[hassa@sherwoodoregon.gov](mailto: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



<b>Police Advisory Board</b>	
<b>Date &amp; Time:</b>	June 17, 2021 - 7:00 pm
<b>Location:</b>	Meeting held virtually through Teams.



<b>P.A.B. Members:</b>	<b>Council Liaison:</b>
Vacant - Chair	Councilor Kim Young
Diane Foster - Vice Chair	<b>City Staff:</b>
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 recorded and is available for viewing on the City of Sherwood's YouTube channel:*

<https://www.youtube.com/watch?v=UjxIVh9EpU>

### 1. Call to Order

Vice Chair Foster called the meeting to order at 7:01 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:** N/A

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

### 3. Approval of Minutes

**May 20, 2021 Meeting Minutes**

Mr. West moved that the May meeting minutes be approved as submitted. Mr. Dorsey seconded the motion and all Board Members voted in favor.

#### **4. Board Member Announcements (Chair)**

After six years serving on this board, this was Mr. Silverforb's last one. He stated it had been a great run and that he had enjoyed all the meetings and all the people that he had gotten to know on the board.

Mr. West mentioned an article that he had read on-line that day: [https://www.kxl.com/oregonians-less-worried-about-crime-than-national-average/?utm\\_campaign=snd-autopilot&fbclid=IwAR2NsR-HS4wuGXr8UwxlepJkzJN2i0SpjjYQ3qrx2Dm75ESIJcTdzQA8vEQ](https://www.kxl.com/oregonians-less-worried-about-crime-than-national-average/?utm_campaign=snd-autopilot&fbclid=IwAR2NsR-HS4wuGXr8UwxlepJkzJN2i0SpjjYQ3qrx2Dm75ESIJcTdzQA8vEQ).

This national survey looked at what types of crimes people were most worried about and whether or not they were worried about crime. He thought it was interesting that Oregonians were less worried about crime than the national average. The other thing that jumped out at him was that porch pirate crimes were the number one concern nationally and in Oregon. He wondered if, through social media, the PD could say something about porch pirating, reminding citizens what they can do.

Mr. West also wanted to remind folks about the Internet Purchase Exchange Location sign in the front PD parking lot. That is a good location to meet people when selling or buying. It is all about personal safety and he thought it would be good to send out a reminder that this is available to the public.

Mr. West commented on the updated photo of the SPD staff posted on the PD's Facebook page. He had re-posted/shared on the Sherwood Community Group's FB page. As of 8-9 hours later, there were over 250 likes or hearts and 21 positive comments. A few were shocked and impressed with how large the staff looked from previous photos. He stated that he knew that the photo included more than just the officers, but not everyone knew that. He thought it was really cool to see the community reaction to that post.

Vice Chair Foster really liked the post as well and thought that the photo really did seem to get a lot of attention and likes and that was good.

Ms. Zwingli let Mr. Silverforb know that it had been a pleasure serving on the board with him for all of this time. She will miss his wealth of experience and his ever-practical approach. Mr. Silverforb thanked her for her comments and spoke of the years where they had both served as Chair and Co-Chair. He thought they had gotten the board going very well. He appreciated her comments.

Vice Chair Foster thanked both Mr. Silverforb and Mr. Miller for their time on the board. The board really appreciated all of the time that they had put in. The board members were sad to see them go, but were also excited to expand the knowledge of the Police Advisory Board to some additional citizens. She wished them both well.

## **5. Business (Chair)**

### **a. Traffic Safety Committee Liaison Selections x 2 – Effective 7/1/2021**

As Mr. West and Mr. Smith's terms were ending at the end of June, it was necessary to select two new representatives / liaisons. After some discussion, Vice Chair Foster and Ms. Zwingli offered to take on those roles. Hearing no opposition from the board members, it was acknowledged that they would become the new Traffic Safety Committee Liaisons, beginning with the July 22<sup>nd</sup> meeting.

### **b. Chair and Vice Chair Selections, Effective 7/1/2021**

After some discussion, Mr. Silverforb nominated Mr. Dorsey as the new Chair. Mr. Dorsey accepted the nomination. Ms. Zwingli made a motion to elect Mr. Dorsey as the new Chair. Mr. Smith seconded the motion and all board members voted in favor. Ms. Thornton agreed to take on the role as the Vice Chair. Mr. Miller made a motion for Ms. Thornton to fill the Vice Chair position. Mr. Dorsey seconded the motion and all board members voted in favor.

### **c. Board Member Recruitment**

The Chief stated that this is a very weird recruitment because there are so many open positions on so many of the different boards. The Police Advisory Board had received one application, so far. As there are three open positions, it will be important to receive at least three applications. He encouraged the board members to encourage their friends and neighbors to apply if they want to be part of this great board.

He is getting prepared to submit the reappointments to the Mayor and City Council. The reappointments will go before the Council the beginning of July.

Vice Chair Foster mentioned that there is a post on the City's Facebook page for the different board openings. It would be helpful if the board members could share that post on their own Facebook pages.

Ms. Thornton asked if they could take a look at starting the PAB meetings at 6 pm instead of 7 pm, in moving forward. As some of the board members had conflicts, it was determined that would not work.

Mr. West had a question about the number of PAB members it will take to make a quorum, since the board will most likely be short some members at the next meeting. The Chief

and Councilor Young believed a quorum would be based on how many were currently on the board, not how many there should be. The Chief will double check to confirm. Councilor Young asked if the Chief had considered reaching out to past applicants to see if they were still interested. The Chief said that they could do that.

## **6. Traffic Safety Update (Chair & TSC Liaisons)**

Mr. West stated that the City staff that works with the Traffic Safety Committee is fabulous. When a new request is received from a resident, the committee usually asks City staff to do a little research.

Mr. West reported that there weren't any new requests for the committee to review at the previous month's meeting. They went through some of the ones that were still pending, and will have three new ones to review at this month's meeting. The committee approved the format for the quarterly report that will be presented to the City Council. The report will inform the Council of what the committee has been up to in terms of responding to the public's concerns and requests.

Mr. Smith added that there had been a lot of discussion regarding the request at Ladd Hill Road and Sunset for additional lighting. He stated that City Engineer, Bob Galati, has to be the most long-suffering and intelligent guy to be able to explain the laws and realities of engineering to so many people without his head exploding. He had really appreciated working with him.

Mr. West commented that he had noticed that the speed radar trailer had been moved from Ladd Hill Road to Willamette. He hadn't seen any speeding through that area, himself, but he thought that once some drivers goes through the stop sign there, some might hit the pedal.

The Chief spoke about the quarterly report that will be completed and presented to the City Council. This was something that the Council had requested in order to help keep them informed of the many issues that the Traffic Safety Committee is dealing with, how many, etc. Another thing that had come up in conversation with the City Council, in particular, Councilor Griffin, was having a formal menu or list of response options for the Traffic Safety Committee, and others, to be aware of what those options are. As a result, the City Council has adopted a list of engineering steps that can be taken in response to traffic complaints.

The Chief indicated that not everything will be an option or on the table, for the committee to consider, but several things are. In addition to that, there are several other steps that can be taken in response to complaints as well. Education was one example. The Chief was in the process of finishing that document up. In that document, he will explain what kinds of education options there are, from school-based programs to social media campaigns, and what kinds of enforcement opportunities they have, which include warnings as well as citations. Once the Traffic Safety Committee gives their approval, he will share it with the City Council.

## **7. Councilor News**

Councilor Young stated that the big thing on the Council's plate right now is the new City Manager search. The application deadline closed that Monday and they had received 34 applications, covering 13 different states. They will be conducting a candidate review session with their consultant the following Tuesday. She went on to explain the process. Their hope and goal is to have someone on board by September.

The City Council is hoping to be able to, once again, begin holding in-person meetings in July. They are keeping their fingers crossed that the state will reach the 70% vaccination mark. She had really missed the in-person meetings over the last 16-17 months. Once the Council goes to in-person, the boards and commissions will probably follow suit.

## **8. Staff Report(s)**

The Chief talked a bit about porch pirates. The blame for the increase with this can be placed on COVID. Porch piracy is not new, but everyone knows that shopping by mail and people having things shipped to their home has increased. This created a golden opportunity for those that were interested in stealing things. He provided a couple examples of things folks could do to reduce the chances of this happening to them. One was to try to have someone home when a package is expected to arrive. If someone can't be home, check to see if a neighbor can keep an eye out for the package, and pick it up for you. It takes only a matter of minutes for someone to steal a package off a porch. It is important for people to take whatever steps they can to make sure their packages aren't laying on their porches. He added that there all kinds of posts out on social media talking about steps that can be taken. The SPD has done sting operations with baited packages. It is important for Sherwood residents to know that their PD is proactively trying to keep this as much under control as they possibly can.

The last policy updates that were released from Lexipol were pretty minor. He will be updating those and also making some tweaks to a few other policies, including their Awards Program. Once those are done, they will be presented to the PAB for review.

The Chief shared a bit about a recent meeting he had with State Representative, Courtney Neron. In the course of their conversation, she had paid the Sherwood Police Department an amazing compliment when she said that she consistently hears from her Sherwood constituents, how happy they are with the Sherwood Police Department. The feedback is that the Sherwood PD does things right. She assured the Chief that she doesn't hear that from all of her communities. She hears from people of color that live in Sherwood that they are very happy and very pleased with the Sherwood Police Department. As this was one of the best pieces of feedback that he'd received in a long time, he wanted to be sure to share with the PAB. He said that it is about the women and the men that serve the Sherwood community.

The Chief appreciated everyone's input on Use of Force. Now that the feedback has been received, they are going to be working on finalizing a new approach. He went on to explain that they are not going to be switching up weapons or anything like that. It will be more of a new approach and a new way of thinking. It will affect how they train, talk and think about Use of Force. This will be finalized with their Training Team. At some point in the future, he will share what they come up with, with the PAB, from a philosophical and academic perspective. He went on to elaborate a bit more on that.

**a. Hiring Process**

Presently, they only have one position open. This is a position that was added in the last budget cycle. Recruitment has been extremely challenging. He explained that it is not just challenging for law enforcement, but also for many companies and organizations for many different reasons. As a result, they have had difficulties filling that last position. However, they do have a good lateral candidate and have given that person a conditional job offer.

Since this person is a lateral, they will not need to go to the Police Academy and would bring a lot of experience with them. In addition, they are anticipating two more vacancies. No one has resigned, so they just call those anticipations. In regards to an earlier question, the Chief let Ms. Thornton know that when someone decides to make a change in their career, there are probably a myriad of reasons. What is pretty common with a lot of agencies is some folks might get to a certain point in their law enforcement career where they feel like they have better opportunities, or want to try a different kind of policing, or they're just more interested in someplace else. The SPD has been very fortunate and intentional at having a very good rate of retention. Sometimes, though, you can't keep a streak going forever. If those two positions do become open, they will hopefully be able to fill them with the current recruitment. If not, then they will have another recruitment down the road.

**b. City Facilities Opening & In-Person Meetings**

The Chief reported that as of June 14<sup>th</sup>, all City facilities re-opened to the public during the hours of 8 a.m. to noon. Once the state hits the 70% mark and the governor lifts all of the restrictions across the state, then the City will transition back to normal operating hours and back into in-person meetings. If the governor does what she has indicated, the state will really be back to normal. So, it will be like February 2020 all over again. More importantly, however, it will mean 70%, or more, of all Oregonians will have received at least one shot of the vaccination. He encouraged anyone listening that hadn't been vaccinated, to consider doing so. He added that it is a personal choice, but it is certainly going to help everyone. It will certainly be very nice to be on the other side of this.

Mr. Smith asked the Chief about an article he had read about the en masse resignation of the City of Portland's Rapid Response Team. The Chief stated that the only information he had was from the same article that Mr. Smith had referred to. He said that the Officers



didn't resign from their jobs, just from the crowd control team. He believes that means that, right now, Portland does not have crowd control response. Ms. Thornton asked if Sherwood's crowd control response would be limited to the officers on duty at the time. The Chief replied that whoever was on duty would be the first line of response. The immediate line of response would be mutual aid. Officers from neighboring jurisdictions would come to assist. If it was necessary, they could put in a larger call for mutual aid, which could include the Washington County Inter Agency Crowd Control Team, commonly referred to as the Mobile Field Force.

## 9. Citizen Comment

N/A

Mr. Miller wanted to let everyone know that it had been an honor to serve on this board. He was really disappointed that they weren't able to meet in person, so he never did get to meet Mr. Dorsey in person. He thinks very highly of the Sherwood Police Department, of the Chief and is pretty impressed with the City of Sherwood as well. He was told that he would be missed.

The Chief let Mr. Miller and Mr. Silverforb know how much he had appreciated their service, support and occasional challenges about various topics. They had been a tremendous asset to the board, the PD and the community.

## 10. Adjourn (Chair)

Ms. Thornton made a motion to adjourn the meeting at 8 p.m. and Mr. Smith seconded the motion.

**The next meeting is scheduled for July 15<sup>th</sup> at 7 p.m.**

Approval of Minutes:

\_\_\_\_\_  
Vice Chair Diane Foster

\_\_\_\_\_  
Date

Attest:

\_\_\_\_\_  
Angie Hass, Executive Assistant

\_\_\_\_\_  
Date