



# **POLICE ADVISORY BOARD MEETING PACKET**

**FOR**

**Thursday, September 16, 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



## Police Advisory Board

<b>Date &amp; Time:</b>	Thursday - September 16, 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> .

### Attendees

<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 Meyer	Ty Hanlon – Police Captain
Marie Schapp	Angie Hass – Executive Assistant
Mike Schultz	
Mike Smith	
Chris West	
Laurie Zwingli	

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
4. Board Member Announcements (Chair)
5. Business (Chair)
  - a. Use of Force Presentation, Washington County DA, Kevin Barton
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](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>	August 19, 2021 - 7:00 pm
<b>Location:</b>	Meeting held virtually through Teams.



<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 Meyer	Ty Hanlon – Police Captain
Marie Schapp	Angie Hass – Executive Assistant
Mike Schultz	
Mike Smith	
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=kgfPW1LSd28>

### 1. Call to Order

Chair Dorsey called the meeting to order at 7:00 p.m.

### 2. Roll Call

**Board Members Present:** Chair Brian Dorsey, Diane Foster, Mike Meyer, Marie Schapp, Mike Schultz, Mike Smith and Laurie Zwingli

**Board Members Absent:** Vice Chair Megan Thornton and Chris West

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

### 3. Approval of Minutes

**June 17, 2021 Meeting Minutes**

Mr. Smith moved that the June meeting minutes be approved as submitted. Ms. Zwingli seconded the motion.

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

A few of the board members shared a bit about their recent summertime travels.

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

##### **a. Introduction of New Board Members**

Chair Dorsey reported that there had been seven applicants for the three open board positions. Out of the seven, three had been selected and approved by the Mayor and City Council to fill the open positions. He proceeded to introduce and welcome the three newest board members: Mr. Mike Schultz, Ms. Marie Schapp and Mr. Mike Meyer.

Each new board member shared a little bit about themselves and why they wanted to serve on the Police Advisory Board.

Ms. Schapp has lived in Sherwood all of her life, other than during her college years. Her husband is a Beaverton Officer, which will give her a little bit of a perspective when it comes to being the spouse of a police officer. This is one of the reasons she chose to interview for the board. She is super excited to be on the board. She is an early morning runner and thanked the police officers she waves at in the mornings for keeping everyone safe. She described a couple incidents where she almost got hit by drivers at Sunset and Pinehurst. She is concerned that people don't stop and feels that something needs to be done at that intersection.

Mr. Smith commented that Ms. Schapp might be a good candidate for the Traffic Safety Committee liaison position. The Chief stated that Sunset and Pinehurst is a target and stopping point and that he will pass her concerns along to patrol. Her concerns about the lighting there will be forwarded to the Traffic Safety Committee and City staff to have that looked at. He suggested that she might want to fill out a Request Form to submit to the Traffic Safety Committee. Ms. Schapp went on to provide more details about a recent incident where she and her dogs were nearly ran over by a woman running the stop sign.

Mr. Schultz thanked everyone for having him. He has lived in Sherwood for 14 years and grew up in Hillsboro. He and his wife moved to Sherwood with their family with hopes of having a good, safe place to raise their kids in a good school system. So far, they've been very happy. He has been a Firefighter with the City of Portland for almost 22 years. He works with Police Officers on a daily basis. He is interested in public safety as a whole, and he is interested in the things that police do and the hard work they do to keep us safe. His main motivation for applying to be on the board was to be a supporter, and somebody that can

look at the big picture to ensure that the department is going in the direction that the citizens want. He wouldn't have one bad thing to say about them. Every interaction he has ever had with them has been great and he's excited to be able to be a part of that. He will probably be fairly quiet for the first two meetings, as he wants to get his bearings before he gives too much input. He is looking forward to being part of the team and helping shape the way public safety looks in Sherwood.

Mr. Meyer stated that his family has lived in Sherwood for 13 years. He grew up on a farm in Banks and recalled back when he was in high school when Banks and Sherwood were both in the same conference, 2a. He used to come out to Sherwood a lot for athletics. He spent six years in the military and has been in IT since then. He and his wife own Generations Bar and Grill in Sherwood. His wife runs that business, while he pursues his career as a Technologist. His motivation for joining the board was to be able to give back to the community as much as he can. He loves Sherwood, loves living here, and thinks the schools are fantastic. He has one child left in school – at the high school. He wants to support the Police Department as much as he can. They have had a few break-ins at their pub and stated that the Sherwood Police Department has always been the most supportive organization that he could ever hope to deal with.

#### **6. Traffic Safety Update (Staff and/or Liaisons)**

As there was not a July meeting, the new liaisons, Ms. Foster and Ms. Zwingli, had not yet attended a meeting. The next meeting is scheduled for August 26<sup>th</sup>. Mr. Smith provided an update on what was discussed at the June Traffic Safety Committee meeting. Three new requests were presented and all three were referred back to City staff for further review.

The Chief added that the June meeting was cancelled for a couple of reasons. One was that there were no new requests. As this committee is so new, they are still trying to fine-tune the process. He also discovered that the committee process was a little too efficient for City staff. By that, he meant that when the requests come in, City staff was finding themselves looking over a stack of papers. This added a challenge for staff, especially during the summer months when there is additional construction and capital projects going on that are unrelated to the work of the Traffic Safety Committee. City staff has been working on some procedures and a new form that they are going to present to the committee at their next meeting. There will be some refinements to the process. He went on to elaborate how the current process wasn't working as efficiently as it could be. He let everyone know that if they wanted more information on the new process, they were welcome to tune in to the meeting through YouTube next Thursday, 8/26. Otherwise, the liaisons can provide an update at the September Police Advisory Board meeting.

#### **7. Councilor News**

Councilor Young welcomed the newest board members. She reported that the City Council has narrowed down the City Manager search to one candidate. They are currently in contract

negotiations with the candidate. Once the contract is negotiated and finalized, they will announce who the person is.

Councilor Young stated that they had had a really robust Work Session earlier that week, talking about Sherwood West and any potential UGB expansion. Every three years, cities have the opportunity to go to Metro and request a UGB expansion, bringing land into the urban growth boundary. Through that discussion, they gave direction to City staff that the majority of City Council was not interested, at this particular time, to bring in any additional land. Currently, the City is reviewing the Sherwood West Concept Plan. This was done about five or six years ago and during that time, the priorities of City Council have changed. They want to be sure that they have a housing / jobs balance on that side of town. They have put together a Citizens Advisory Committee (CAC) and a Technical Advisory Committee to work on that reevaluation. They received a grant from Metro to help with the process. City Council and City staff are also working on residential design standards. They are at the tail end of their comprehensive plan update adoption and implementation of all that. All of these things that they are doing, help them to plan for the Sherwood West area. It just did not make sense to do any expansions now; however, they will have another opportunity in three years.

The Chief added that it was important for the board to know that the Police Department has been engaged in the planning process for the Sherwood West Concept Plan and they have been able to provide feedback. He was very happy with the decision that was made. The new concept plan was, from the perspective of public safety, and his perspective, a whole lot better than the plan they had before, in terms of the types of impacts it was going to have. Regardless, anything that pops in Sherwood West is going to have a significant impact on public safety. There's going to be that many more acres, people, roads, pieces of infrastructure buildings, etc. Regardless of what they are, both police and fire would need to take care of and respond to them. That has an impact.

Councilor Young stated that one of the Councilors had put out a poll regarding the UGB expansion. There are a lot of folks saying, "no more growth" on social media. The reality is; Sherwood is going to grow. The City Council could say no, but if they don't do their own planning as a Council, somebody's going to plan it for them and that somebody would be Metro. The City Council wants to make sure they have a say in what's going to happen on that side of town. That is why careful planning and consideration of what the Sherwood community wants on that side of town is so important.

Chair Dorsey thanked Councilor Young and the Chief for the update and stated that he is on the Advisory Committee for the Sherwood West Concept Plan. There has been great discussion as to what they would like to see, where'd they'd like to see it, and the impacts that growth is going to have on our community. It is a very diverse committee and everyone has been very involved and vocal about what they think certain impacts would be, based on where they will be putting

residences and commercial buildings, etc. In the end, he thinks it will make Sherwood a better place. It will be a bigger place and in this case, he feels bigger can be better, if they are very purposeful and thoughtful on how they go about it.

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

### **a. Police Activity Update**

The Chief let everyone know that Captain Ty Hanlon was in attendance that evening, in case they hadn't yet seen him on the screen. A lot of what is in the update that he will be providing pertains to the part of the department that Captain Hanlon oversees, which was part of the reason that he wanted him to attend. The other reason is that the board will be seeing him as much as possible, depending on time off, etc., in the coming months. He wants Captain Hanlon to become more familiar with the processes of the Police Advisory Board as well as how it operates, and for the board to become more comfortable with him as well. This will make it easier for Captain Hanlon to fill in for him when he is unable to attend.

#### **i. Patrol &**

#### **ii. Investigations**

The Chief presented a PowerPoint slide show titled, Police Activity Update, which covered both Patrol and Investigations for 2021, to date. Please see Exhibit "A". *This presentation begins at the 25 minute mark of the YouTube meeting recording.*

So far, 2021 has been a very busy year for Public Demand / Calls for Service.

Mr. Smith asked if the department keeps track of what types of calls the different calls are for. The Chief said that they know exactly what they are and they can go in and pull that specific data. It does take a little more time, but they can do it. They do that to look at trends and stated that, so far, in 2021, there have been a lot of thefts. Theft is generally in the top three, but it is probably definitely number one this year. We seem to have reverted back to bygone days where people were committing much more brazen thefts. He didn't know why that was.

Chair Dorsey asked if the numbers presented take into account the times that other city departments help us out and / or when our officers assist other agencies. The Chief believed that the numbers reflect occurrences in Sherwood, exclusively. He explained a bit how that looks when Sherwood Officers assist other agencies and others assist Sherwood. That being said, it was possible that other agencies could have assisted with some of the Sherwood calls listed on the Activity Highlights slide.

Ms. Zwingli spoke of a recent incident that she had read about on Facebook involving a man being pulled down from someone's roof. The post mentioned that the guy had a gun and tossed it while he was running. She wondered if the PD was tracking the number of calls involving guns. If so, she wondered if those types of calls are on the up rise, or if it was it a fluke. The Chief flipped to the next slide titled, Specific Calls, where a description of that call was listed. He stated that while it's not commonplace, they do deal with people that have weapons, it's also not rare or uncommon. He didn't know if it is worse now than it has ever been. He proceeded to go over the Specific Calls slide.

Chair Dorsey asked if the mental health calls are identified and broken out in terms of how many they receive in a given time period. The Chief replied that they can track that and suggested that Captain Hanlon could, potentially, gather that data and bring it back to the board. Captain Hanlon oversees the mental health response team and the interaction with that team. Sherwood is a part of a South Cities Mental Health Response Team. This team is dedicated for Sherwood, Tigard, Tualatin and King City.

Mr. Smith asked what defines a Criminal Mischief crime. The Chief explained that it is defined as intentional damage done to another person's property. He believed that the Criminal Mischief I case mentioned on the Investigations slide was referring to an incident where someone slashed the tires of multiple victims. This would total up to be several thousand dollars' worth of damage. He added that they had made an arrest on that one. Just because an arrest has been made in a case, that doesn't mean that the work has been completed. In fact, the case is far from over and they have to continue to put evidence together and get the case ready for prosecution, etc.

Captain Hanlon stated that the number of DHS cross reports from the year (so far) shows 86 on the slide, but has been told that it is actually 94. He proceeded to explain the process in a bit more detail. Although there is not a huge difference between 86 and 94, someone has to touch each of those reports. When these come in from DHS, the Detectives and Patrol can be scrambling, especially if an immediate response is necessary. In addition to the fact that they are mandated by the State to respond to each and every one, they are important. These involve our children in our community and they take them very seriously. Having 94, so far this year, is pretty significant, especially considering all that they entail and how much work that's involved.

Chair Dorsey asked if the welfare checks are included in the total number of non-emergency calls. The Chief replied that they very likely would be.

Chair Dorsey asked Captain Hanlon if they had seen an increase of DHS calls since COVID started, over the same time period the year and a half before. Captain Hanlon stated that they have the data, but he couldn't say as they haven't compared it. He explained that there are a lot of disclosures and cross reporting that come out of the



schools. The very fact that they have not been in school over the last year or so, these have been reported through other channels. He feels that there will be an increase in reports once they get back in schools. There's going to be that accessibility to counselors and other people. He anticipated that they will be very busy, come September. Teachers and school counselors are mandatory reporters and that is who they get a lot of the disclosures through. That segues into the importance of an SRO (School Resource Officer) and that whole program. The Chief also felt that they will see an increase in the fall, as they usually do.

For those new to the board, the Chief shared that in his career, he spent four years as a detective and about 75% of what he did was child abuse investigations. He also spent 2-3 years as an investigative sergeant, overseeing those that did child abuse investigations. Before he came to Sherwood, he oversaw that part of the Tualatin Police Department. Unfortunately, he is very well versed and experienced in child abuse and how that goes. It's important for folks to understand that these aren't elective investigations. When a report of potential abuse is made, neither DHS nor police officers have the luxury to take a look at the report and say this doesn't make any sense or that it's bogus. Somebody has to take a look at it. There will be cross reporting and if there is validity to the report, an investigation has to be done, per State statute. This is the same for a domestic disturbance.

Councilor Young had a question on the Staffing slide and wondered if the new Chaplain, Joel White, works with other jurisdictions like Chaplain Wilson, or is he just a backup for Sherwood. The Chief replied that Chaplain White is working just with the Sherwood PD. He was interested in working in his own community police department.

**b. Hiring Process Update**

This topic was covered in the Staffing portion of the PowerPoint slide show.

**c. COVID Update; Masks and Facilities**

The Chief reported that there is no new news. The mask mandate is back, so as a city, they are adhering to the mandate. Employees and visitors are required to mask up except for when they are in their private workspace. He had just noticed that day that some jurisdictions are shutting facilities down. Sherwood has not taken that step. As of right now, facilities are still charging ahead.

**9. Citizen Comment**

N/A

Mr. Smith let the Chief know that he hopes, when the timing is correct, that he'd sure love to see the Police Citizens Academy up and rolling again. The Chief said that he appreciated the reminder. The Citizens Academy, Coffee With a Cop, community events, along with a whole

laundry list of events are things that he'd like to see back to normal. Those things that they can control, they will monitor and make the best and most informed decisions that they can. COVID has certainly put a damper on that. They were excited and raring to go for Session II of the Police Citizens Academy when all of this hit, which is unfortunate.

Captain Hanlon wanted to follow up on a couple things that the Chief had talked about, including the MHRT team and South Cities. This will be a dedicated team, which includes a mental health clinician and an officer from Tigard, Tualatin, and Sherwood on a rotating schedule. This is a brand new pilot program for the South Cities. They see such value in having this set up for all of the behavioral calls that they are getting. They are hoping to have this in place by October 1<sup>st</sup>. The position for that opening (for the Sherwood PD), closes that next day, 8/20/2021. Tigard and Tualatin already have officers selected.

In regards to hiring, Captain Hanlon stated that the SPD is going to be on a continuous hiring spree, as they have known retirements coming up in the next year. He asked the board members to help get the word out, if they happen to know of some good folks already in law enforcement or folks that are looking for a career in law enforcement. The hiring process is a lengthy one and is a big investment from both the department and the community.

Captain Hanlon asked the board members to please help to get the word out on the importance of locking car doors. There have been prolific car thieves out there, lately. They are not only stealing cars, but also going around lifting door handles and taking what they can. They have lots of video footage showing these groups going around. He's been hearing the term "creep" for these groups that are "creeping" in from Portland, testing the waters out here in Washington County.

Chair Dorsey stated that he has been getting a lot of questions, lately, from parents asking what the SPD's role is going to be in the schools, specifically with the fall-out from the mask mandate. They have been seeing, in other cities, where the police have been having to get involved in certain situations. He asked if Captain Hanlon or the Chief could share what the SPD's plans are so that parents will know.

The Chief thanked Chair Dorsey for bringing that up. That is a very timely and relevant topic. Currently, Captain Hanlon oversees the School Resource Officer Program and the interactions and collaborations with the school district. The Chief wanted folks to know that there is very good and strong collaboration between the SPD and the school district. They are on the very same page. Their number one priority is to make sure that Sherwood students feel safe, that they are actually safe and that Sherwood's schools are safe places for kids to go. They take that very seriously. The Chief had served as a School Resource Officer and oversaw School Resource Officers, earlier in his law enforcement career. Superintendent Cordie has reached out to them about the ongoing issues. He assured the board that they are working together and will have a

plan in place. The first days of school will be safe and they will be ready for whatever. They will have as much presence as they can in the schools. Their role will be to keep the peace. Captain Hanlon agreed with all that the Chief said and added that although they don't have enough resources to be at all of the schools simultaneously, they will make an effort to be at all of the schools and to be present.

Ms. Schapp asked how many SRO's they currently have. Captain Hanlon replied that there are currently no dedicated SRO's. They do have two vacancies for SRO positions. He explained that this is one of the realities of COVID with school not being in session last year, etc. They are having discussions on what and how that is going to look in moving forward. They hope to have those positions filled soon. He elaborated a bit on the challenges they face with filling those positions, one being COVID. They are trying to catch up, however, it will be two to three years down the road before they can really be up and running and stable.

The Chief wanted everyone to know that they have two full time positions slotted for SRO's. This was important to the City Council and the Budget Committee.

Councilor Young added some clarification and stated that the school district had authorized one SRO position and the City has been in conversations with them for the second position. As of a year and a half ago, the school district wasn't ready to move forward with the second position. The Chief stated that was correct.

**10. Adjourn (Chair)**

Mr. Smith made a motion to adjourn the meeting at 8:27 p.m. and Ms. Zwingli seconded the motion.

**The next meeting is scheduled for September 16<sup>th</sup> at 7 p.m.**

Approval of Minutes:

\_\_\_\_\_  
Chair Brian Dorsey

\_\_\_\_\_  
Date

Attest:

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

\_\_\_\_\_  
Date

**Exhibit "A"**

# POLICE ACTIVITY UPDATE

August 19, 2021

Sherwood Police Advisory Board

# Topics



- Patrol
  - *Calls for Service*
  - *Response times*
  - *Activity Highlights*
- Investigations
- Photo Enforcement
  - *Red light*
  - *Speed*

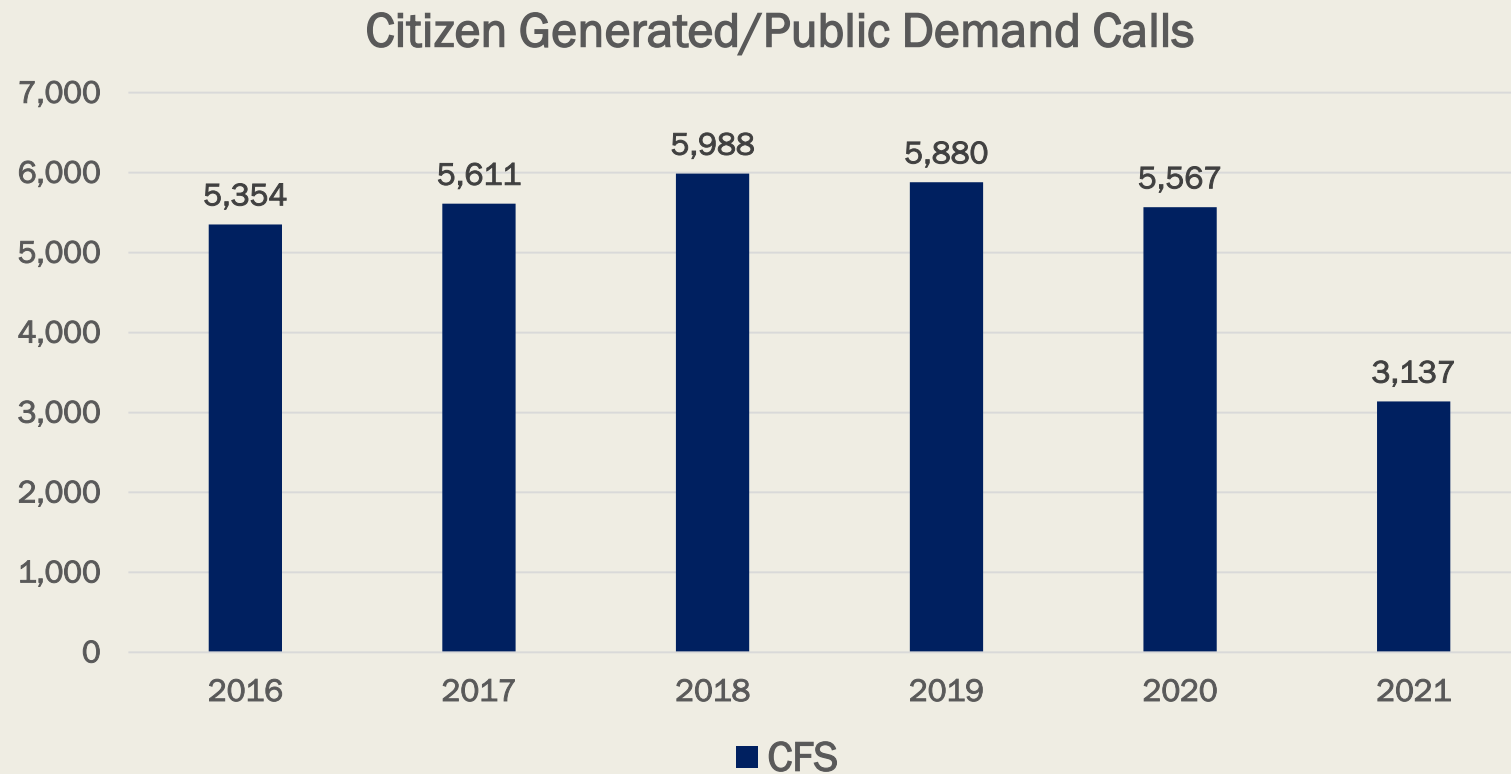
PATROL



# Calls for Service



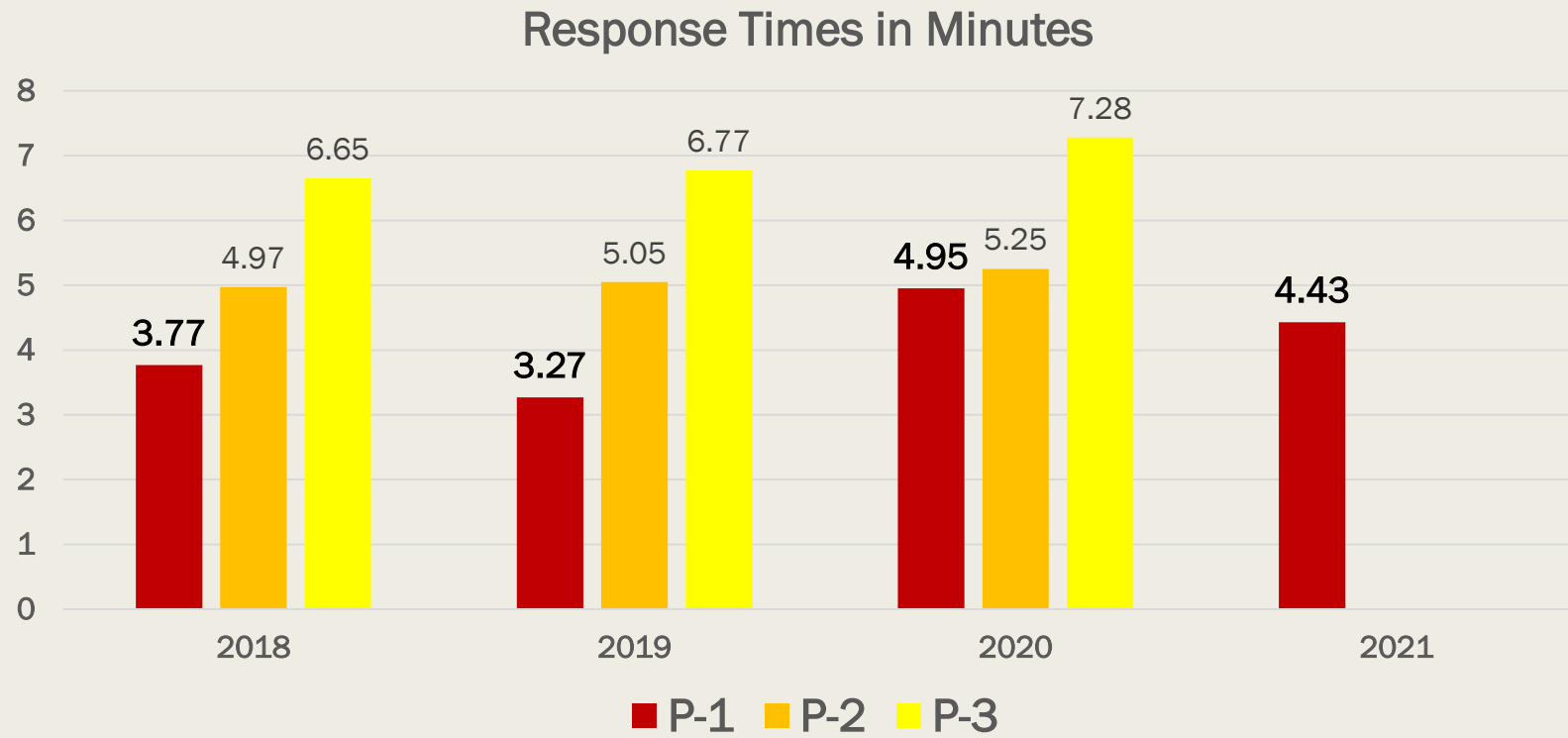
- Public Demand/Citizen Generated Calls (CFS)



# Response Times



- From Dispatch to Arrival





# Activity Highlights



- 2021 calls thru July;
  - 56 thefts (non shoplift)
  - 31 shoplifting/thefts (organized retail theft)
  - 20 hit and runs
  - 13 domestic abuse
  - 19 DUII's
  - 6 drug offenses (non marijuana)
  - 5 stolen vehicles (taken and/or recovered)

# Specific calls



- Snapshot of interesting calls;
  - *January* traffic stop led to seizure of heroin & meth. Driver admitted in Sherwood to sell
  - *February* domestic disturbance call involved the suspect threatening spouse with knife, and after arrested threatening to find and kill officer
  - *June* disturbance call at a Sherwood grad party involving about 20 uninvited Portlander's who became unruly and when asked to leave several of them assaulted victim and were arrested
  - *August* proactive policing officer drove up on shoplift that involved stolen car and 2 suspects from Portland/Vancouver, one of which had multiple warrants, was armed and fled on foot. Hours long, multiple agency dog track led to arrest and recovery of stolen (loaded) firearm

# INVESTIGATIONS



# Investigations



- Det. Salisbury;
  - *Aggravated theft I, theft by receiving, sex abuse I, strangulation, encouraging child asexual abuse, theft of mail, assault III, DUUI, DCS, reckless driving, unlawful use of a weapon*
- Det. Bertrand;
  - *Criminal mischief I, 9 sex abuses, 3 rapes, aggravated theft and ID theft, 4 physical child abuse cases,*
- The department has also processed 86 DHS cross reports since January 1st

# PHOTO ENFORCEMENT



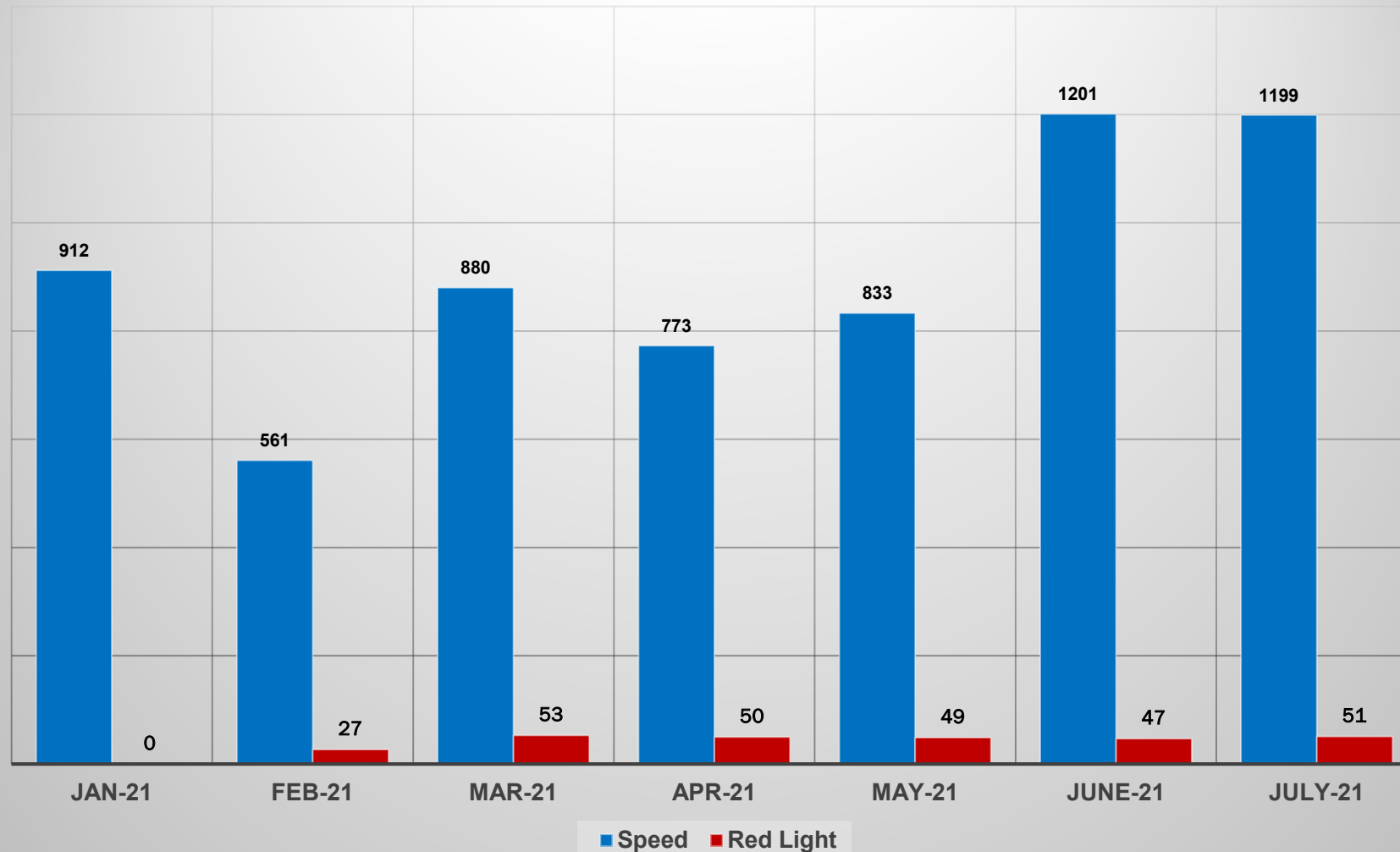
# Photo Enforcement



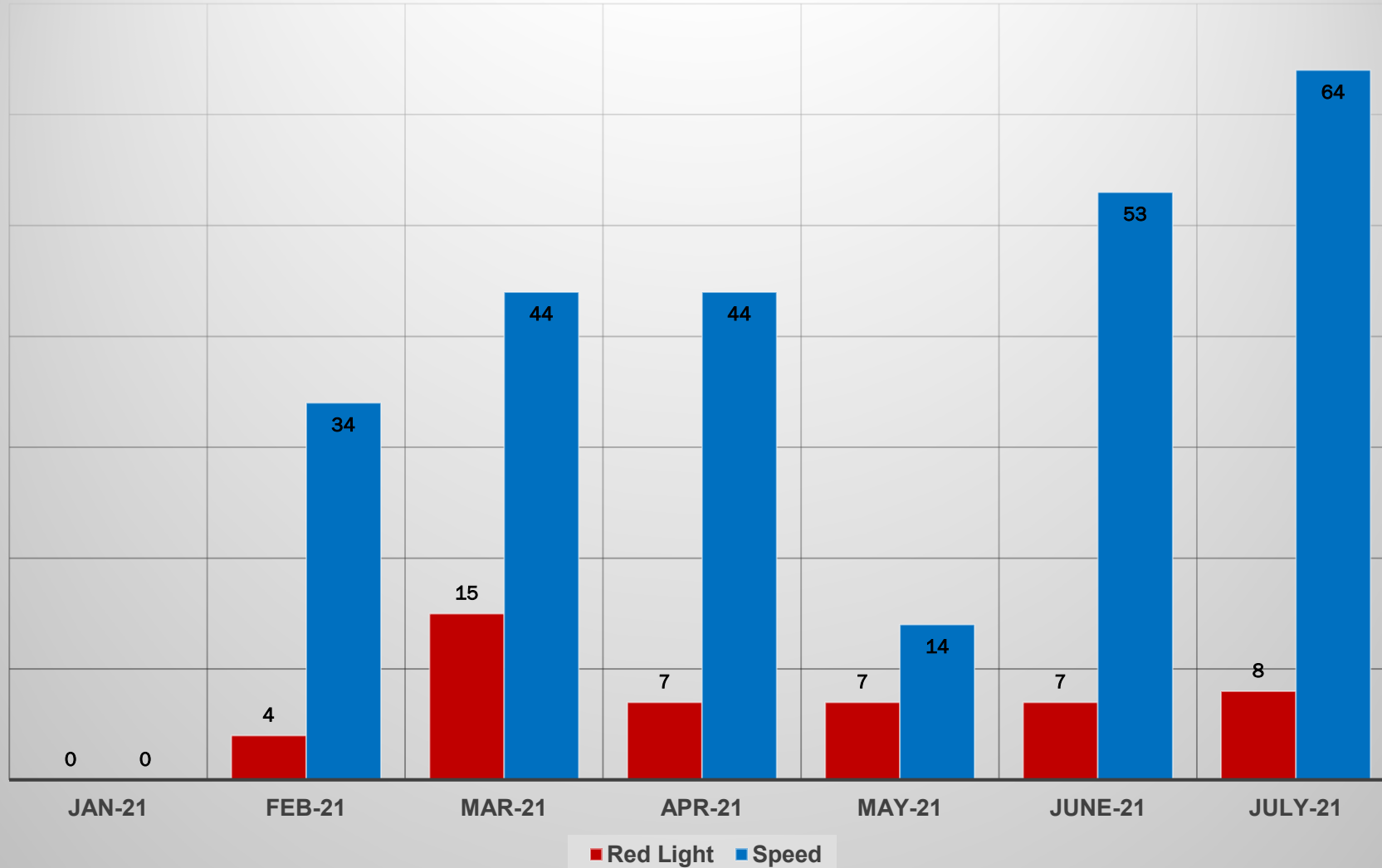
- Data charts by intersection
  - *Red-light and Speed*
  - *All active intersection approaches for the last seven (7) months*



## 99W Northbound @ Sunset

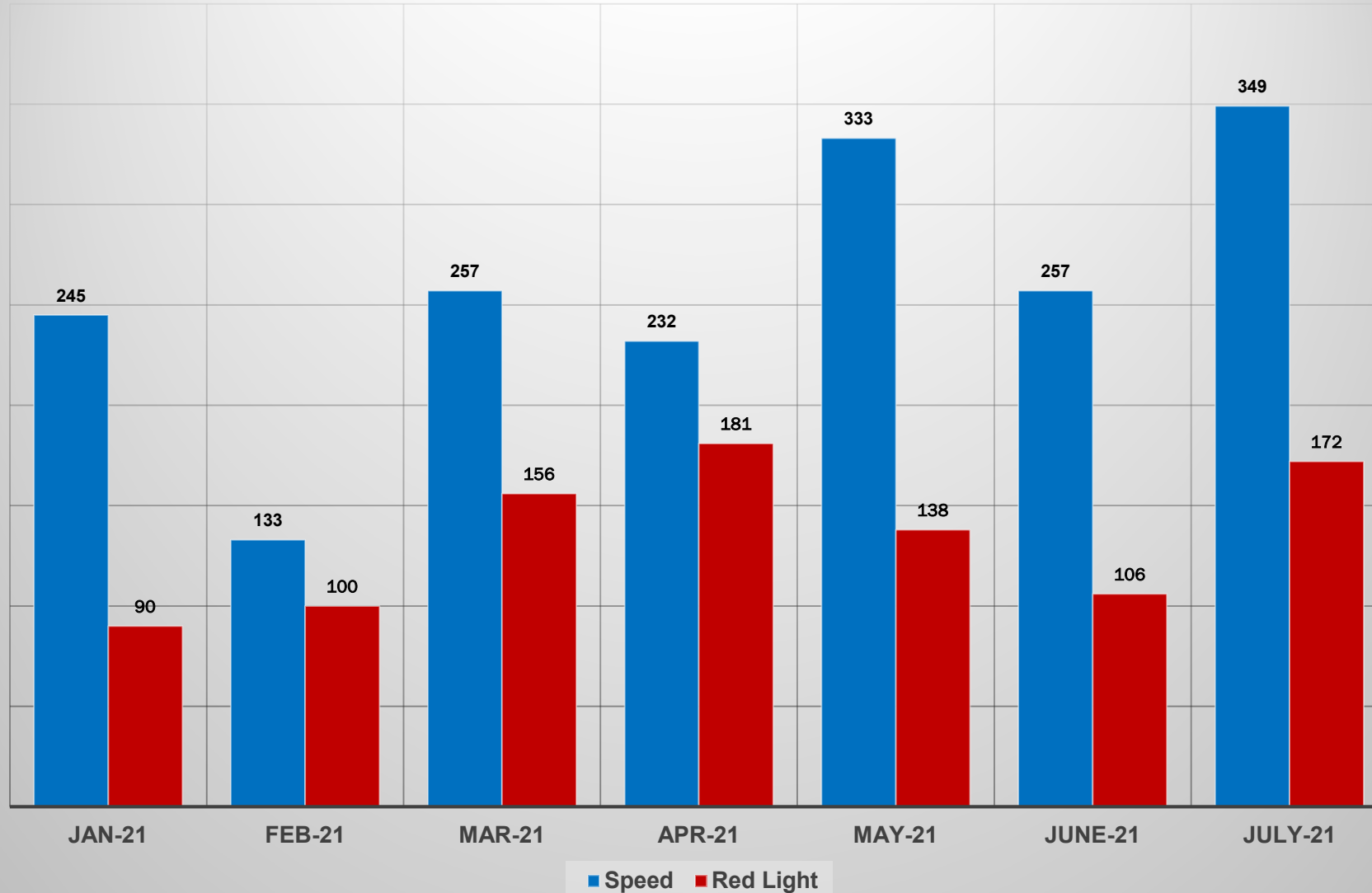


# 99W Southbound @ Sunset

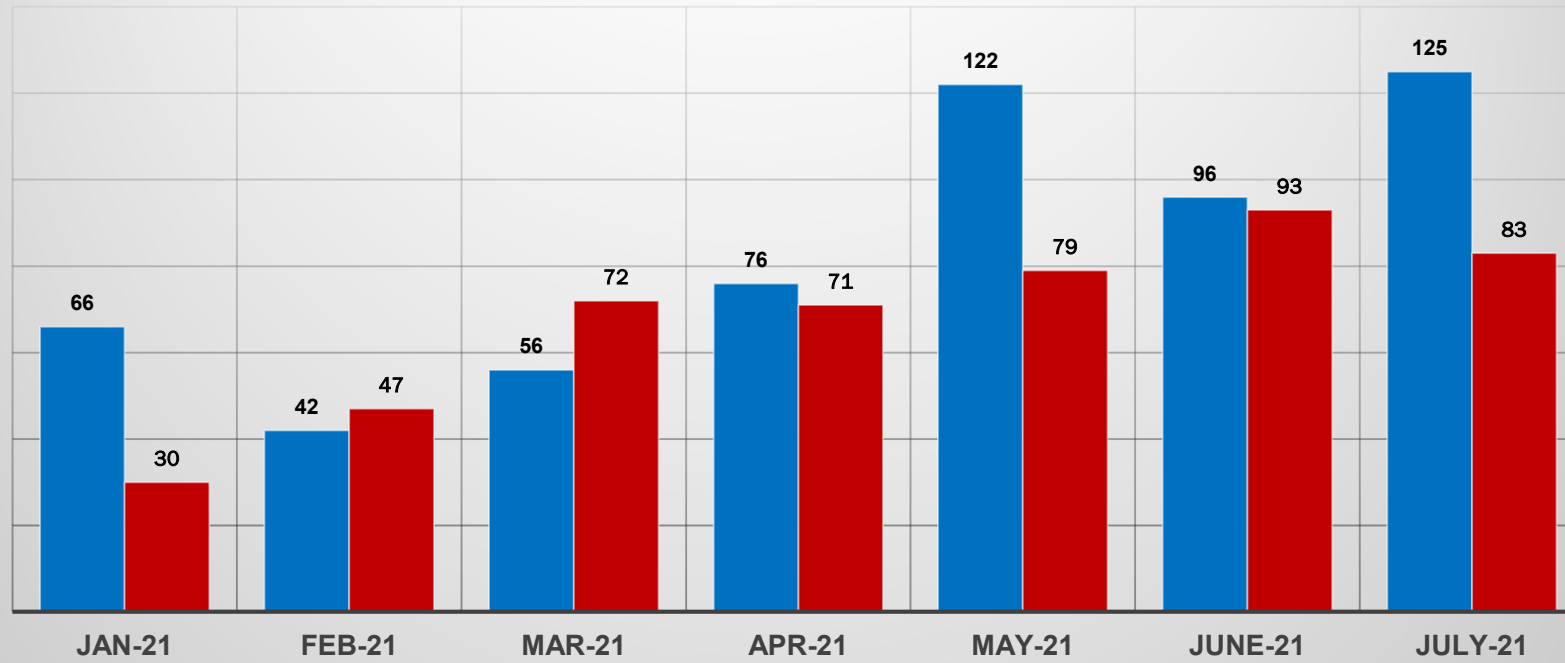




## 99W Northbound @ Tualatin-Sherwood

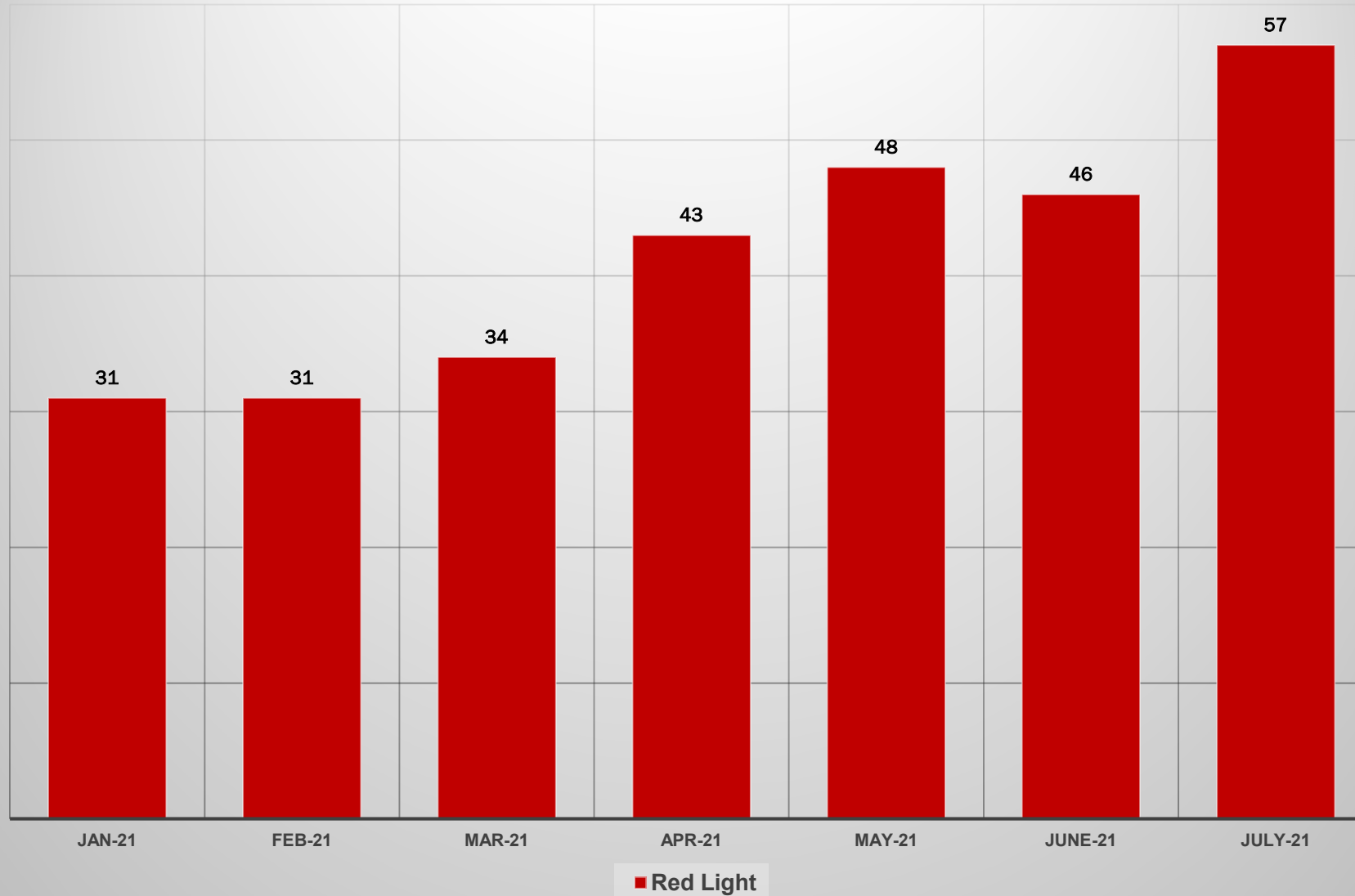


## 99W Southbound @ Tualatin-Sherwood



■ Speed ■ Red Light

# Roy Rogers Eastbound@ 99W



STAFFING



# Staffing



- Authorized at 31 FTE
- 28 currently
  - 24 sworn (2 in FTEP)
  - 4 non-sworn
  - 3 vacant (recruitment ongoing)
  
- 1 Reserve (recruitment ongoing)
- 2 Chaplains

QUESTIONS?

