



# Meeting Minutes



## Police Advisory Board

<b>Date &amp; Time:</b>	November 18, 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	Ty Hanlon – Interim Chief
Mike Meyer	Jeff Groth – Police Chief
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=EmVsYexiaoY&t=895s>*

### 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, Marie Schapp, Mike Smith and Chris West

**Board Members Absent:** Vice Chair Megan Thornton, Mike Meyer, Mike Schultz and Laurie Zwingli

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

### 3. Approval of Minutes

#### October 21, 2021 Meeting Minutes

Mr. West moved that the October meeting minutes be approved as submitted. Mr. Smith seconded the motion.

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

Mr. West gave a shout out to the PD for their very active social media postings, as of late. The additional posts over the last couple of weeks have been really good. He feels it's important. As of that evening, there are over 5,600 followers on the SPD's Facebook page. When considering how many people live in Sherwood, that is 27% of the population.

Interim Chief Hanlon shared that they have a couple gentlemen who are very active on social media and had reached out to him saying that they would like to be involved. He asked them if they could get the SPD to 10,000 followers and they said, "No problem".

Mr. Smith is doing some volunteer work at PDX for the TSA. He carries luggage that contains contraband, trying to get through screening, etc. He has made it through every time without getting caught by the TSA Agents. However, the dogs have nailed him every time. He showed the group some K-9 trading cards that they give out at PDX. He thinks this is a great program, and thought that maybe this might also be a good program for the Sherwood Police to have.

Ms. Schapp thanked the Sherwood PD for the traffic support during the funeral procession drive for Officer Brian Gaunt from Beaverton to Newberg, earlier that month. Despite the fact that it went through Sherwood at the worst possible time (4:45 p.m.), she felt that the citizens did a good job supporting that. She didn't hear or see anything on the Facebook page about people being annoyed at the reason for the traffic.

Ms. Foster told of a recent trip her and her husband took to Boulder, CO for a football game and an observation she made while there. She stated that there were many officers present before and after the game. When her and her husband left the game, there were officers standing outside with their feet spread apart and rifles held across their shoulders. They were very unapproachable looking, in her opinion. She thought it was an odd message to give someone from the outside, coming to Boulder. It did not appear to her very much like community or relational policing. It made her really appreciate coming back to Sherwood where it seems that our officers are more approachable.

Chair Dorsey thanked everyone for allowing him to, semi-gracefully; bow out of the previous month's meeting. He is feeling better now.

Chair Dorsey said that it had been great to see the new School Resource Officer (SRO) working hard at the high school. He is doing a phenomenal job. He is friendly and approachable and he and the principal have a great rapport, which is what we want to see and expect from our SRO.

Chair Dorsey agreed that all of the recent PD Facebook posts have looked good and thought they should definitely keep it up. Folks like to see those.

Chief Groth announced that earlier that week, the City Manager, Keith Campbell, appointed Ty Hanlon as the Interim Police Chief. Ty will be assuming all of the day-to-day operations and leadership of the Police Department. Chief Groth has transitioned to a temporary role as a special advisor to the City Manager. He will be helping to finish up a couple projects. Consequently, this PAB meeting is Ty's first as the Interim Chief and Chief Groth's last meeting.

Chief Groth commented on the K-9 trading card idea that Mr. Smith had spoken about earlier. The PD has explored that idea for years. This has been discussed with the Sherwood Police Foundation and he felt that they would be willing to sponsor that. They already have cards for K-9 Officer Jentzsch and his K-9, Irma and agreed that was a great idea and maybe something that Interim Chief Hanlon could work on.

Chair Dorsey thanked Chief Groth for letting everyone know that this would be his last meeting. He went on to thank Chief Groth for his insight, wisdom, and participation in the PAB meetings. It has been a phenomenal opportunity and honor to have his input in these meetings. He will definitely be missed. They will look forward to having Ty's input as he takes over and all that he is going to bring.

Interim Chief Hanlon echoed Chair Dorsey's sentiments in regards to Chief Groth's departure. There are some big shoes to fill. Chief Groth has really righted the ship with the Sherwood PD. Many agencies look to the SPD as to what a department should look like, and how to represent the community. Interim Chief Hanlon stated that he will lean on Chief Groth heavily over the next month or two as they move forward, for his wisdom and guidance. He will also be looking to the PAB members for their input. He stated that he appreciates the board's time and their willingness to volunteer.

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

### **a. 2021 SWOT Report Completion (See Exhibits "A" and "B".)**

*To hear the entire discussion leading to the completion of the 2021 SWOT Report, tune into the 14:50 minute mark of the YouTube video recording.*

Chair Dorsey asked all present board members for their input on the annual Strengths, Weaknesses, Opportunities and Threats (SWOT) Report for 2021. Vice Chair Thornton had forwarded him her thoughts, as she was unable to attend this meeting. Chair Dorsey shared her thoughts and comments throughout the discussion.

This report will be given to the City Council for review and is due by December 1<sup>st</sup>. Once the report has been finalized, Ms. Hass will e-mail all board members for their final approval before forwarding on to the City Recorder. The board reflected back on the 2020

SWOT Report while creating the 2021 Report. They agreed that several of the items should remain on the 2021 Report, some with a few adjustments. **See Exhibit “B” for the completed 2021 SWOT Report.**

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

*This update begins at the one hour, five minute mark of the YouTube video recording.*

Ms. Foster provided highlights from the October Traffic Safety Committee meeting.

The City of Sherwood had requested that the TSC take a look at the area up on SW Division Street (behind Snyder Park) where there currently is a speed cushion. As the City had received complaints of speeding on that street, there was a question as to whether or not there needed to be more than just the speed cushion. The City conducted a speed study and provided the report to the TSC. The report showed that there was not a speeding issue and that the speed cushion is doing its job. As a result, the TSC was able to close out that request.

Another concern presented to the committee was in regards to a crosswalk located on Sunset Blvd, at Timbrel. This is near Middleton Elementary where crossing guards are assigned to that crosswalk before and after school. The concern was due to speeding in that area. The request was for installation of the flashing pedestrian lights. When the City staff looked into the request, it was revealed that this intersection is listed on the City’s Capital Improvement Plan (CIP) for a future roundabout. It is listed as a long-term project plan, which could be several years down the road, possibly even 15-20 years. With the new high school now open and even more traffic going through that area, the City is conducting a pedestrian / traffic survey to determine if this should be moved up on the CIP list timeline. The last one was done quite some time ago and traffic patterns have since changed on Sunset Blvd.

The TSC also completed their 2021 SWOT Report at the last meeting.

One of the concerns that the TSC has is that not enough Sherwood citizens know about their existence or about the process of how to submit a complaint. Ms. Foster asked the PAB members if they could help to get the word out. The TSC would like to read and receive more of the traffic safety concerns. They also have a vacancy on the committee and have received zero applications. They have a concern that if they don’t have enough interest in the committee, that it could go away. She asked the board members to also help to get the word out about the vacancy.

## **7. Councilor News**

*Councilor Young’s update begins at the one hour, 15-minute mark of the YouTube video recording.*

Councilor Young reported that the Council reviewed and approved the police policy updates that the Police Advisory Board had reviewed the month prior.

Ever since Councilor Young joined the City Council, five years ago, they have been working on a Comprehensive Plan. The last one was done over 30 years ago. This is a long process and has been a lot of work. This is a guiding document for the City and very important.

Councilor Young shared her experience of touring the Trammel Crow project on 124<sup>th</sup> and Tualatin-Sherwood Road. The buildings are huge. The one she toured was the smallest of the three, at 62,000 square feet. One of them will be 275,000 square feet. She stated that those three buildings are going to offer so many good wage jobs. Hopefully, some of our Sherwood folks will have an opportunity to get some of those jobs. One of the goals for the City's economic development is to bring jobs that people can support their families on. Currently, only 8-12% of Sherwood residents work in Sherwood. She believes the project will be completed in May of 2022. They already have a couple companies looking at two of the buildings that will provide almost 300 jobs.

Mr. West asked about backyard chickens. Councilor Young stated that they should be seeing that come up in a future Council meeting. City staff is currently working on getting an ordinance together for them to approve. The overall feeling after the last Work Session was that the City Council pretty much agreed that they should allow chickens with certain parameters, including certain lot sizes, number of chickens, no hens, etc., as many of the surrounding cities already do. However, a vote has yet to take place. Even still, half of Sherwood will not be allowed to have chickens because the HOA's do not allow them.

The new City Manager has been on the job for about six weeks and is doing a great job. He's learning by fire. He has a lot on his plate and is off and running. He is handling the new Chief search and has appointed Captain Ty Hanlon as the Interim Chief.

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

N/A

## **9. Citizen Comment**

N/A

As this was Chief Jeff Groth's last meeting, Chair Dorsey expressed his appreciation to him. He has made it a joy to come into the PAB meetings with the anticipation of all that they are going to learn, and all of the great takeaways that he always gives them and what he and the department do. Chief Groth's way of communication is rare and one of a kind. Chair Dorsey aspires to model that in his role as this board's Chair. He thanked Chief Groth for his leadership.

Mr. West stated that this committee was Chief Groth's vision and it has been greatly successful. Mr. West was honored to have been a part of it from the beginning. Mr. West told Chief Groth that he will be missed. Mr. West thanked Chief Groth for all he has done for Sherwood and for policing in Oregon.

Chief Groth thanked them for their kind words and stated that he has appreciated the support of this board and the work that this board has done. He feels that this board is a model for other communities. He is extremely proud to have had a group of community members that they have been able to work this closely with. They have all made a difference and it has been an amazing ride. He has had a lot of fun working with them and getting to know them. This board is a micro chasm of what policing should be about and what it is about in Sherwood. He thanked all of the board members and stated that it had been an honor.

#### **10. Adjourn (Chair)**

Mr. Smith made a motion to adjourn the meeting at 8:30 p.m. and Mr. West seconded the motion. All board members were in favor.

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

Approval of Minutes:

Brian Dorsey  
Chair Brian Dorsey

1/27/2022

Date

Attest:

Angie Hass  
Angie Hass, Executive Assistant

1/27/2022  
Date



**2021 Annual Boards & Commissions Report to City Council – SWOT**

***Police Advisory Board***

**City Council Meeting (TIME & DATE) (TBD)**

**LOCATION OR VIRTUAL (TBD)**

**Strengths**

- 
- 
- 
- 

**Weaknesses**

- 
- 
- 
- 

**Opportunities**

- 
- 
- 
- 

**Threats**

- 
- 
- 
- 

- 1. What are your two or three most significant accomplishments for this past year as a board or commission?**

- A.
- B.
- C.

**2. What are your two or three major goals for the upcoming year as a board or commission?**

- A.
- B.
- C.





## **2020 Annual Boards & Commissions Report to City Council – SWOT**

### ***Police Advisory Board***

#### **Strengths**

- We represent a cross-section of the Sherwood community.
- We are passionate about maintaining a positive relationship between the SPD and Community.
- We maintain positive public perception.

#### **Weaknesses**

- Public communication and education.
- COVID limitations.

#### **Opportunities**

- Public re-engagement post COVID.

#### **Threats**

- Not engaging in, or showing complacency towards, the conversations/discussions regarding policing.

#### **1. What are your two or three most significant accomplishments for this past year as a board or commission?**

- A.** Helped establish the Traffic Safety Committee.
- B.** Worked in concert with City Council to strengthen municipal code language regarding standards of policing and routine police policy review.
- C.** Heightened awareness of the Police Advisory Board.

#### **2. What are your two or three major goals for the upcoming year as a board or commission?**

- A.** Continue consistent review of police policies and provide input as necessary.
- B.** Gain a deeper understanding of the implications and impacts of recreational marijuana and Ballot Measure 110.
- C.** Re-implement police-community programs like the Police Citizen Academy, post COVID.



**2021 Annual Boards & Commissions Report to City Council – SWOT**

***Police Advisory Board***

**City Council Meeting (TIME & DATE) (TBD)**

**LOCATION OR VIRTUAL (TBD)**

**Strengths**

- Public interest in what we do.
- Board members enthusiasm for our mission is consistent and unwavering.
- Trust and sharing of ideas between the Traffic Safety Committee and the SPD.
- Good representation and diversity of voices from the community.
- Positive public perception of the Sherwood Police Advisory Board.
- We are solution-oriented and work with groups such as the Sherwood Police Foundation to support our SPD and address the needs of the officers and staff.

**Weaknesses**

- Limited channels for public input and interaction due to Covid restrictions.

**Opportunities**

- Public re-engagement via social media and other channels.
- Serving as a calming presence through positive messaging and interactions with the community.

**Threats**

- Fracturing and anxiety in the community.
- Inherent growing pains as the city expands, such as traffic and crime.
- Not engaging in, or showing complacency towards, the conversations, discussions, and activities regarding policing.

**1. What are your two or three most significant accomplishments for this past year as a board or commission?**

**A.** The Traffic Safety Committee's success in tackling the concerns and issues raised by citizens, in partnership with the Engineering and Public Works departments.

**B.** . Worked in concert with the City Council to strengthen municipal code language regarding standards of policing and routine police policy review.

**C.** Great community response to open positions on the Board.

**2. What are your two or three major goals for the upcoming year as a board or commission?**

**A.** Support and assist with the transition of the new Police Chief, once chosen.

**B.** Continue consistent review of police policies and provide input as necessary.

**C.** Increase awareness of the Traffic Safety Committee's role in the community.