



POLICE ADVISORY BOARD MEETING PACKET

FOR

**Thursday, March 17, 2022
7 p.m.**

***Meeting held virtually through Zoom.
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

| | |
|-----------------------------|--|
| Date & Time: | Thursday - March 17, 2022 7:00 pm |
| 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 . |
| Attendees | |
| P.A.B. Members: | Council Liaison: |
| Brian Dorsey - Chair | Councilor Kim Young |
| Megan Thornton - Vice Chair | City Staff: |
| Diane Foster | Chief Ty Hanlon |
| Mike Meyer | Angie Hass – Admin Assistant III |
| Marie Schapp | |
| 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)
6. Traffic Safety Update (Chair & TSC Liaisons)
7. Councilor News
8. Staff Report(s)
 - a. SPD Staffing / Hiring Update – Chief Hanlon
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: | February 17, 2022 - 7:00 pm |
| Location: | Meeting held virtually through Teams. |



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|--------------------------------------|----------------------------------|
| P.A.B. Members: | Council Liaison: |
| Brian Dorsey - Chair | Councilor Kim Young |
| Megan Thornton - Vice Chair (Absent) | City Staff: |
| Diane Foster | Ty Hanlon – Police Chief |
| Mike Meyer (Absent) | Angie Hass – Admin Assistant III |
| Marie Schapp (Absent) | |
| Mike Schultz (Absent) | |
| 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=uKVau89d374&t=3s>.

1. Call to Order

Chair Dorsey called the meeting to order at 7:02 p.m.

2. Roll Call

Board Members Present: Chair Brian Dorsey, Diane Foster, Mike Schultz (joined the meeting at 7:30), Mike Smith, Chris West and Laurie Zwingli

Board Members Absent: Vice Chair Megan Thornton, Mike Meyer and Marie Schapp

Staff & City Council Liaison Present: Chief Ty Hanlon, Councilor Kim Young and Admin Assistant - Angie Hass

3. Approval of Minutes

January 20, 2022 Meeting Minutes

Mr. Smith moved that the January meeting minutes be approved as presented. Mr. West seconded the motion. All board members voted in favor.

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

Ms. Foster likes seeing the police presence around town and stated that she sees them out and about in the mornings when taking her kids to school.

Mr. West applauds the PD for their social media posts. They are getting a lot of great feedback. He always thought he was kind of an insider, being on the Police Advisory Board, but now he's learning more about the department just reading Facebook. He let the Chief know that he should give the officers doing the social media posts an "atta boy". He follows other local agencies Facebook feeds and feels that Sherwood is surpassing them in terms of communicating.

Ms. Zwingli shared that she finally got to meet Chair Dorsey in person the week before, when they were attending the Public Safety Chaplaincy fundraising dinner. At that dinner, she learned an awful lot about the Chaplaincy and its value to all police departments and first responders. There were Chaplains there from fire and police departments, Oregon State Police, the FBI, etc. It was both enlightening and saddening to hear what these people, the Chaplains and first responders, deal with on a daily basis. It made her that much more appreciative of our men and women in blue. In a conversation she had with the Sherwood PD Chaplain, she learned that he is also a Chaplain for several of the surrounding cities. One thing the Chaplain shared, that really stood out about Sherwood, is that our officers truly care about our community. This could not be said about all of the agencies that he chaplains for.

As she is the liaison between both the Sherwood Police Advisory Board and the Sherwood Police Foundation, she needed to announce the change of date for the Foundation's annual fundraising gala. The gala will be held on June 24th. This is outside of their normal time frame of "Police Appreciation Week". The date change is because neither the preferred venue, nor caterer were available during that time, this year. Tickets will be available in the next few weeks. The gala will be held at the Sherwood Center for the Arts.

Chair Dorsey stated that he had been getting feedback regarding the SPD's Facebook posts and interactions. It's now the living room of Sherwood, if you will. He couldn't be more pleased with the feedback and engagement that we are seeing from the community. It's wonderful to know that people who are part of the police department have an interest and a passion for it. He told Chief Hanlon that he can be really proud of the folks on his team that are supporting that initiative. He asked the Chief how many shares they were up to for the Valentine's Day post.

Chief Hanlon stated that post was nuts. He compared the number of shares for that post with another one of the more popular ones and it was nothing like the Valentine's one. The Valentine's Day one was fun and added some levity. They are just trying to let people know who they are, connect with the community, etc. Officers have some humor and are fun to be around, but they also know that they have business to take care of, when necessary.

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

Ms. Foster reported that her and Ms. Zwingli learned at the February meeting that the TSC has an annual budget of \$100,000.00 and those funds have already been allocated for this fiscal year. This is good to know because that means that they are applying that money to things that need to be changed. They are hearing the community members and making adjustments. It also means that there are a couple things in the future that might be put on hold, a little bit. There were some areas where pedestrian counts were recommended, but it will depend on what the budget is for those. She added that any traffic count type of survey can be completed by City staff, but the pedestrian counts have to be done by an outside agency.

One of the new requests presented to the TSC was regarding safety concerns for the crosswalk at Sunset and Timbrel, heading up to Middleton Elementary. One of the suggestions made by the TSC was to see if the school district can adjust the times for the crosswalk beacons, as the current schedule for those to be on, doesn't include all of the times kids are needing to cross. There will be some added police patrol and traffic count information gathered in order to further review that area. They are also going to look at some data for the crosswalk right by Middleton Elementary, as there are some concerns there as well. Most of the new items of concern had to do with crosswalks.

In addition, the school district is potentially looking into applying for a grant to help with getting flashing lights at the crosswalk located at Sunset and Timbrel. The City will be reaching out to the school district to try to coordinate what the timing is on the grant for the flashing lights. That might help address some of the citizen concerns. Much of what they dealt with involved crosswalks and pedestrian crossings.

Councilor Young spoke about the TSC budget and pointed out that most of the other boards and commissions do not get a budget to work with. When this committee began, the whole purpose was to have a committee that could make decisions without coming to the City Council, which meant that they needed funds to be able to do some of the smaller things. The larger things would still need to come to the City Council.

Mr. West asked if the committee is now full again. Ms. Foster stated that they had just filled a vacant seat and believed that it was now full. It is not a very big committee, so each member has to do more talking.

Chair Dorsey asked Ms. Foster and Ms. Zwingli if there was a plan to set up a Facebook page for this committee to help keep the community members apprised of the decisions made and where the monies are allocated, etc. Councilor Young didn't know if the members are able to post information on social media, but suggested that the City could do that on their social media sites.

Ms. Foster shared that the committee had discussed posting some educational pieces on social media in regards to parking in Old Town. That would probably be something that could be posted on the PD Facebook page. She went on to explain the illegal and unsafe parking situation in Old Town. Conversation ensued regarding the parking issues in Old Town.

Chief Hanlon shared that he had attended his first TSC meeting in January and he was thoroughly impressed with all of the issues being addressed and talked about within the city. Traffic is one of the highest complaints within the city and rightfully so. There are a lot of people that move throughout the city. The tasks that the TSC are taking on are huge. He really appreciates the community members that serve on that committee and thanked Mr. West and Mr. Smith for the time they had served on the committee as well. He went on to explain how challenging some of this can be. The City Engineer, Bob Galati, has been instrumental in providing the TSC with some good educational things as well.

The Chief stated that he is all on board with using PSA's to help get some of these messages out to the community.

Chair Dorsey thanked all of the PAB members that have served and are serving on the committee.

6. Business (Chair)

Chief Hanlon spoke of the PD's annual awards banquet that was held on February 4th. They have a new format in place where they recognize all the great work that the officers have done at quarterly meetings and then at an annual event (usually in February of the following year) where they have a nice dinner. Two of the awards presented at this event, are the Police Officer of the Year and the Chief's Award. The Sherwood Police Officers Association select the Police Officer of the Year recipient. This year they selected K-9 Officer, Corey Jentzsch. The Association had approximately two paragraphs listing all of the things that Officer Jentzsch has brought to the department over the last 20+ years, including his commitment to the department. He's the officer that will be there and will do whatever is asked of him. The other award, that is a pretty big deal, is the Chief's Award. This was the first year that he, as Chief, was able to select the recipient. Officer Ben Humphrey was selected to receive this award. Officer Humphrey has been with the department for 14 years and has done some fantastic things throughout the year, including dealing with some high stress calls, helping to save a life, and helping to forge a good relationship with the Loss Prevention staff at The Home Depot, among other things.

Chief Hanlon provided a quick hiring update and stated that they are still down five bodies. They may have a couple people coming on board in the next few weeks, which would be fantastic. Those new hires would still have to attend the Academy and wouldn't actually be able to "fill the seat" for another year, or so. However, if they were able to hire a lateral, that person would be able to fill the seat much sooner, as it only takes 2-3 months to on-board a lateral.

Mike Schultz joined at 7:30.

Chief Hanlon shared that, at the March meeting, he hopes to be able to provide some data regarding historical staffing and staffing challenges that they will have in going forward.

He would like to collaborate with the Washington County District Attorney, Kevin Barton, who will be invited to an upcoming (April?) meeting. Chief Hanlon feels that it is important to hear what DA Barton believes the challenges and needs will be for the SPD and the Sherwood community and what we want it to look like.

Mr. West asked Chief Hanlon if decisions have been made regarding the vacant Captain position. Chief Hanlon stated that the reality is, that it probably won't be filled until May. Mr. West asked if that position was counted in the five bodies mentioned and Chief Hanlon replied that it was. There are four vacant patrol positions and the one Captain position.

7. Councilor News

Councilor Young shared some of what had been covered at that week's Council Meeting and Work Session.

Plans are in the works to use the former Robin Hood Theater site as a Festival Plaza. That space will be paved and will still be used as a parking lot when events aren't taking place. A lot of good ideas have been presented, which will make it look a lot nicer.

Also discussed at the Work Session was the HWY 99 pedestrian bridge going in by the YMCA. Consultants presented some of the design options. All of these options will be provided to community members in an on-line open house, so that everyone has an opportunity to provide input.

Backyard chickens have been approved. Councilor Young said that after all of the controversy around this in 2015, they received zero public comments this time around. There will be a \$50 permit fee and neighbors around the area will be notified. City staff conducted a study, back in October, by calling all of the surrounding areas code compliance officers and found that those cities had received zero complaints. The reality is that a lot of Sherwood is part of HOA's, which will not be allowing chickens, despite the decision made.

The Manager of the Senior Center, Maiya Burbank, worked hard this past year, applying for a grant with Washington County, which the Senior Center has been approved for. The approved funding will cover, most likely, all of the food costs over the next two years and 20% of administration fees. Councilor Young reported that the Senior Center provided more meals in the last year than any other year and the most were delivered during COVID. She believed it was over 10,000.

Ms. Zwingli said that at one time, anyone could go to the Senior Center and have one of the chef's wonderful meals. She wondered if that is still a possibility or maybe not due to COVID. Councilor Young wasn't sure if folks are eating at the center yet. If and when they are, that would be a possibility. The funding received from Washington County is only for individuals over 60. Individuals under 60 have always paid a suggested donation.

In regards to the conversation regarding parking in Old Town, Councilor Young talked a bit about the busses navigating around in Old Town. Mr. West asked if the bus route will go back to what it was before. Councilor Young replied that she did not believe it would.

Chair Dorsey asked if a resident disagrees with their neighbor being approved to have chickens, will that homeowner be denied or is the letter more of a courtesy. Councilor Young stated that it is a notification and a courtesy that includes the rules and regulations that their neighbor will have to abide by, etc. It also includes the Code Compliance Officer's contact information.

8. Staff Report(s)

Discussed earlier in the meeting.

9. Citizen Comment

N/A

Mr. Smith wanted to let the Chief know that he was absolutely thrilled that Officer Corey Jentzsch received the Police Officer of the Year Award. Officer Jentzsch is the officer that he went on a Ride Along with. Mr. Smith stated that he was very impressed by Officer Jentzsch. He was so engaged, enthusiastic and knowledgeable. It was just a fantastic experience.

Mr. Smith stated that he is very impressed with the City Engineer, Bob Galati, and the work he does on the Traffic Safety Committee. He has never met Bob in person, as his interactions with him have been through the TSC Zoom meetings. If there was an award for the TSC, Bob should get that.

Mr. Smith shared that, prior to COVID, he had some opportunities to take some cooking classes from the chef at the Senior Center. He can't wait to be able to do that again.

10. Adjourn (Chair)

Ms. Zwingli made a motion to adjourn and Mr. West seconded the motion. All board members were in favor and the meeting was adjourned at 7:45 p.m.

Chair Dorsey thanked everyone for being present that evening and for their service to the community.

The next meeting is scheduled for March 17th at 7 p.m.

Approval of Minutes:

Chair Brian Dorsey

Date

Attest:

Angie Hass, Admin Assistant III

Date

DRAFT