



POLICE ADVISORY BOARD MEETING PACKET

FOR

**Thursday, April 21, 2016
7 p.m.**

**Sherwood Police Department
20495 SW Borchers Drive
Sherwood, OR 97140**



AGENDA

Police Advisory Board

Date & Time:	Thursday - April 21, 2016 7:00pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR

Attendees

P.A.B. Members:	Council Liaison:
Laurie Zwingli-Chair	Linda Henderson
Bob Silverforb-Vice Chair	City Staff:
Diane Foster	Jeff Groth-Police Chief
Sean Garland	Angie Hass-Executive Assistant
Dave McCart	
Rich Miller	
Amy Miller-Juvé	
Chris West	
Vacant	

Agenda

1. Call to Order (Chair)
2. Roll Call (Chair/Staff)
3. Approval of Minutes (Chair)
 - a. March 17th Meeting
4. Business (Chair)
 - a. Follow-Up discussions:
 - i. Police Staffing Study
 - ii. Recreational Marijuana-community feedback
 - b. Community Policing Presentation-Brian Kaufman, *Director, Western Regional Community Policing Institute*
5. Councilor News
6. Staff Report(s)
7. Citizen Comment
8. Adjourn (Chair)



DRAFT

Meeting Minutes



Police Advisory Board	
Date & Time:	Thursday March 17, 2016 7:00 pm
Location:	Sherwood Police Community Room 20495 SW Borchers Dr., Sherwood, OR



P.A.B. Members:	Council Liaison:
Laurie Zwingli - Chair	Linda Henderson
Bob Silverforb - Vice Chair	City Staff:
Diane Foster	Jeff Groth-Police Chief
Sean Garland	Tom Pessemier – Assistant City Manager
Dave McCart	Angie Hass-Executive Assistant
Rich Miller	
Amy Miller-Juvé	
Chris West	
Vacant	

1. Call to Order (Chair)

Chair Zwingli called the meeting to order at 7:08 p.m.

2. Roll Call (Chair / Staff)

Board Members Present: Chair Zwingli, Vice Chair Silverforb, Diane Foster, Sean Garland and Amy Miller-Juvé

Board Members Absent: Dave McCart, Rich Miller & Chris West

Staff & City Council Liaison Present: Chief Jeff Groth, Assistant City Manager Tom Pessemier, Executive Assistant-Angie Hass & Councilor Linda Henderson

3. Approval of minutes (Chair)

a. February 18th, 2016 Meeting Minutes

A motion was made by Amy Miller-Juvé to approve the February meeting minutes. The motion was seconded by Vice Chair Silverforb. All Board Members voted in favor.

4. Business (Chair)

a. Recreational Marijuana Open House Re-Cap

Amy Miller-Juvé stated it was a good discussion. Michelle Miller had all the documents and maps needed, as well as discussion questions for everyone and took input from all attending. Chair Zwingli thought it was nice that the owner of the medical dispensary, Sheri Ralston, was there. Sean Garland said that Sheri shared some interesting things that many of them hadn't thought of before. He hadn't initially planned on disputing any of the regulations that the State had already suggested but after Sheri brought up the smell of marijuana in mass quantity, he was reconsidering. Amy Miller-Juvé added the waste in production and odor. She would have liked to have known more about these issues ahead of time.

Chair Zwingli stated that the survey will be on-line through the end of the month and asked the Board Members to help get the word out to community members. She shared that she has to continue to remind herself that recreational marijuana is legal and stated that at this time, we are trying to be proactive to know what to put in place, if it is voted in. Sean Garland asked if the Police Advisory Board will be asked to assist, as they were with the medical marijuana dispensaries. Chief Groth stated that his understanding is "yes". The Police Advisory Board will be provided the opportunity to voice their input.

Chief Groth introduced meeting attendee, Mr. Alan Pearson, member of the Planning Commission. Mr. Pearson stated that the Planning Commission did listen to what the Police Advisory Board had to say regarding the medical marijuana regulations. They ended up doing a lot more than the minimum State guidelines regarding location, limiting to only one dispensary, etc. He said that the Planning Commission appreciated the Police Advisory Board Members attending the Open House and want to continue to solicit input. The prevailing sentiment was that they were so limited with the medical and want to maintain that for the recreational. Until recently, they were under the belief medical and recreational couldn't be sold out of the same facility. That has since changed and both can be sold from the same facility. He stated that the consumption of the product is prohibited in the store. It has to be taken home. He went on to explain the processes and differences between medical and recreational. Once all the input has been received, their recommendations will be forwarded to the City Council who will ultimately make the decision. The City doesn't get a tax kick back for medical, but do for recreational. He explained that it is a cash business and will be a major problem for the Police Department, because of this.

Chair Zwingli reiterated the importance of getting input from the community. Amy Miller-Juvé said that she has been showing everyone that visits her home, the map that Michelle Miller passed out at the Work Session. It was suggested that Police Advisory Board Members share this map with other community members. It was

DRAFT

mentioned that the map is also available on line. Sean Garland agreed that it is important to get the word out.

b. Staffing Study Discussion

Assistant City Manager, Tom Pessemier, shared an update of where things are with the staffing study. The study has been released and is available on the City website for everyone to read. It is about 100 pages and is an easy read. Greg Matthews, Matrix, presented at the Work Session earlier that week. Mr. Pessemier stated that the City Council suggested a few changes and that the final report should be completed next week. Implementation will be the next step. Some of the suggested changes would be up to the Police Department to make internally. He didn't know if the Police Advisory Board would have any say regarding changes and that it would be up to the City Council. Chair Zwingli asked if final report will be placed on line. Mr. Pessemier stated that they will replace with the final draft, once completed.

Chair Zwingli asked Councilor Henderson if the Council has yet discussed whether they will want input from the Police Advisory Board. Councilor Henderson stated that the Council has not yet discussed this. They will also need to first sit down with Chief Groth and discuss. Councilor Henderson felt that the report was comprehensive and appreciated that Mr. Matthews has a Law Enforcement background. She thought that a lot of the comments from the citizens were interesting. She suggested to all Police Advisory Board Members that if they hadn't yet done a ride along, she highly recommend that they do.

Chair Zwingli pointed out that the #1 recommendation Mr. Mathews made was the addition of a School Resource Officer. Sean Garland felt that the citizen comments matched up pretty well with what the Police Advisory Board had learned from their talks with community members. Diane Foster commented that Mr. Mathews had mentioned comparing with other communities nearby that are similar to our size and what they have in the way of School Resource Officers. She believes this is something that should be done at some point. Chair Zwingli elaborated on that topic with Assistant City Manager Pessemier. Vice Chair Silverforb shared that he had brought the report with him and that it has 113 pages. To him, the most important thing is the morale of the employees. He commented on that portion of the study and stated that he was impressed with the report as well as the presentation that Mr. Mathews made at the Work Session earlier that week. He felt that it was money well spent.

Amy Miller-Juvé asked if there would be a summary of the report available, since there was so much to it. Mr. Pessemier stated that they hadn't thought of doing that, but could consider having the executive summary separate. Amy Miller-Juvé felt that they might lose some people if there isn't a condensed version. Mr. Pessemier was a little concerned that something important could be left out, if the report was summarized.

DRAFT

Councilor Henderson asked about the cost of the report and was told that it was \$38,000.

5. Councilor News

Councilor Henderson announced that the Sherwood Center for the Arts is holding their first annual gala, Puttin' on the Ritz, on April 2nd at 6 p.m. Attendees can pay as an individual, couple or table. There will be food, music and an auction. This is a fundraiser for the Arts Center and folks can sign up at the Arts Center or on the website.

Governor Brown signed (annexation) Senate Bill #1573 yesterday, targeting an affordable housing effort. This could mean a lot for Sherwood or nothing at all. She has asked the City Attorney to clarify some of the wording. This was a very fast tracked bill which could mean additional development and could be a strain for Public Safety, Public Works, etc.

The Sherwood Police Department and Pride Disposal are hosting a Shred Event at the Sherwood Police Department on April 23rd from 10-1.

There will be a Prescription Drug Take Back at the Sherwood Police Department on April 30th from 10-2.

The City is now taking applications for the upcoming Citizens Academy. The application can be found on the City website.

The City Council is considering adding a few more boards. Councilor Henderson stated that she would really like to have a high school student fill the vacancy on the Police Advisory Board. It would be great to get some perspective from youth.

TVFR Division Chief Weiss and Captain Daniel to talk about upcoming bond on ballot. Washington County Communications System Bond Measure will bring the whole region together so they are all communicating with the same radio. Currently WCCCA (Washington County Dispatch) is functioning with equipment purchased in the 1990's. This will be on the ballot in May for all of Washington County. Pamphlets are available at City Hall

Councilor Henderson reported that she recently attended the Parks Board meeting and that they are finishing up the final details for the Cedar Creek Trail.

Chair Zwingli asked about a scheduled Suicide Prevention Training. Councilor Henderson stated that it is scheduled for May 19th and is being offered through the library.

DRAFT

Sean Garland asked for clarification on budget discussions and when they are to begin. Councilor Henderson stated that those discussions will begin in May. Sean Garland inquired if this is when discussions would take place regarding the staffing study recommendations. Mr. Pessemier stated most likely not. Chief Groth said that would make it a pretty tight timeline, as the budget for the next fiscal year (July-June) has already been started. He said that this is not something that can be rushed.

Chair Zwingli asked Councilor Henderson for clarification on the annexation bill. Chief Groth suggested that Mr. Pessemier answer that question. Mr. Pessemier stated that this was an unusual circumstance and that the rush behind this is that they are trying to address the lack of housing in the Portland area. They are trying to expand availability and they are trying to do this without going to the voters. This took away a lot of power from the property owners and is something that is going to have to be figured out together. The bottom line is, they are taking power away from the local authority. Chair Zwingli asked how long it would take a homeowner to be annexed. Mr. Pessemier explained what the process was and what it is now. Chair Zwingli asked about the need for police services and how it sounds like the need could increase quickly. If so, this could make the staffing study invalid. Mr. Pessemier stated that he did speak with Greg Matthews about the possibility of growth and he didn't seem to think it would affect the results/recommendations. Amy Miler-Juvé asked the Chief if he agreed and he stated that he did agree. The Chief said that the areas like Brookman aren't so big that it would cause him grave concern. Residential areas have low impact on Public Safety services. Other areas would cause more of a concern.

Vice Chair Silverforb stated that he hadn't seen anything regarding the Citizens Academy. His neighbors hadn't seen anything either and he felt that it might need to be better advertised. A few folks stated that they thought they had seen on social media. Councilor Henderson reported that they have about 10 applicants and class size will be 20. Chair Zwingli thought she had heard that a few spots had been reserved for youth. Councilor Henderson could not confirm.

6. Staff report(s)

Chief Groth introduced meeting attendee, Dean Goodding, father of recently fallen Seaside Police Sergeant, Jason Goodding.

a. Update on Community Policing Training

Chief Groth shared that Mr. Brian Kaufman, Policing Institute, will be attending the April meeting. The Chief will work with Mr. Kaufman on what he will be presenting at the meeting regarding Community Policing. He asked the Board Members to let him know if they have anything in particular that they would like Mr. Kaufman to go over. The Chief stated that Mr. Kaufman will also be providing training to police staff.

Amy Miller-Juvé asked for an update on the recently held Community Preparedness Workshop. The Chief stated that it went very well and was very well received. He

DRAFT

reported that there were 85 people in attendance. The presentation is available on Youtube, accessible through the City website. The video will eventually be edited and the PowerPoint included. There will be another workshop scheduled. He stated that he was unable to make it to this last one, but hopes to attend the next.

The next Tip-A-Cop event will be held on May 14th at Rose's from 7 a.m. – 2 p.m.

This year's Community Services Fair will be held at the Sherwood Fire Station on May 21st.

7. Citizen Comment

Tony Bevel – Wished everyone a happy St Patrick's Day. Talked about the annexation bill that Governor Brown just signed. Stated three times it has been voted on in Sherwood and three times it did not pass. Also talked about chicken ordinance. He stated that citizen participation is asked for, but in the end, it doesn't matter. Hopes that the City Attorney will get on State government regarding this. Mr. Bevel has e-mailed all who were involved on approving the annexation bill.

Mr. Bevel also talked about the upcoming vote regarding recreational dispensaries. Felt that the Work Session attendance was pretty sparse. He believes it will be more of an emotional vote, rather than an educated vote. He hopes that we can make a valid/good vote. He is rather disheartened about it.

8. Adjourn (Chair)

As there were no more citizen comments, Amy Miller-Juvé motioned to adjourn the meeting. Vice Chair Silverforb seconded the motion. Chair Zwingli adjourned the meeting at 8:12 p.m.

Approval of Minutes:

Chair Zwingli

Attest:

Angie Hass, Executive Assistant