

Minutes approved by the Public Safety Advisory Commission on July 26, 2017

1. ROLL CALL

Meeting called to order by Drue Garrison at 7:33 am.

Members Present: Tom Epler, Drue Garrison, Jayne Cravens, and Jody Sandstrom

Members Absent: Glenn VanBlarcom, Anne Niven, and Ryan Duve

Liaisons Non-Voting Representatives Present: Guy Storms, Nick Chan, Tim Rippe and Rob Farris.

Others Present:

Janie Schutz, Michael Kinkade, Patrick Wineman, and Kara Finn.

2. INTRODUCTIONS

Self-Introductions were made.

3. CITIZEN COMMUNICATIONS

None at this time

4. APPROVAL OF MINUTES

MOTION TO APPROVE MAY 24, 2017 MEETING MINUTES AS AMENDED.

Moved by Tom Epler, seconded by Jayne Cravens. **Motion carried 4-0**

5. ADDITIONS/DELETIONS

6. STAFF REPORTS

Police Department- Chief Schutz referred to the FG Police Memorandum.

Highlights include:

- The Department is in the process of hiring. There are still two individuals in the running with a total of seven outstanding candidates. The top two will be given conditional offers and the remaining five will be put on a preferential hiring list which saves time in the future.
- All members of the department are being re-certified in 1st Aid and CPR
- Planning for NNO is in full swing with CSO Quinsland organizing fliers to local businesses advertising the event
- Capt. Herb is going to Salem once a month, through October for the Curriculum Revision Advisory Panel for DPSST.
- Detective Pomeroy was the lead investigator in the recent pipe bomb case which recently went to Grand Jury. The suspect has been indicted

on multiple felony charges, including six counts of attempted murder.

Fire Department – Chief Kinkade referred to the most recent Fire Chief's Report. Highlights include:

- The annual 4th of July fireworks occurred with an estimated 4-6 thousand people in attendance
- On June 17th, there was a 2nd alarm fire at an assisted living facility on Hawthorne. No injuries were sustained.
- Chief Wineman organized fire training 'Burn to Learn' on Oak St, which consisted 12- 15 different fire attacks for the firefighters
- The annual employee pancake breakfast occurred on June 1st.
- On May 19th, a disaster communications drill was used to test radio systems and how they would be used throughout the County
- There was maintenance and painting of the flag pole for the Big Flag on Pacific.
- The Joint Recruit Academy will close on June 30th with 45 volunteer applications. The academy will start on Labor Day with 15-25 selections.

City Council – Councilor Rippe reported that on Monday night there was a presentation by the Family Justice Center regarding a new center created by Washington County. The facility provides for domestic violence advocacy with all services in one building. Council will discuss any commitments, if any.

The Council passed the fiscal year 17-18 budget, so any commitment to the Family Justice Center would have to come out of reserves.

The library behavior policy was also presented yesterday which has to be approved by resolution. The policy was created years ago but was never approved by resolution. It has to be written in a certain way in order for City Code to be included. This will allow the police department to train the library staff on how to assist in enforcing the exclusion code.

Another resolution was passed approving the ballot title for the local option levy. The election will be in November.

There will be training for the boards/commissions sometime in the Fall. The training will be conducted by the City's attorney. Public Meeting laws and Public Records laws will be among the subjects discussed.

7. **NEW BUSINESS**

NNO Update- All paperwork has been confirmed with the City. The tent setup is planned and there is an established entry point with balloon arch. This is where people will go with questions and where to pick up passports. There will also be a display board for all sponsors. Anne Niven is working on exhibitors:

Library, Light and Power, and the Fire Department will be there. Several food vendors are lined up and the Bike Raffle will occur (potentially 2 or 3 raffles). Assistance is needed with setup and take down on August 1st.

PSAC Meeting Reschedule- The March 2017 PSAC meeting is scheduled to be held in the middle of spring break.

MOTION TO CHANGE THE MARCH PSAC MEETING FROM THE 28th to the 21st, 2018. Moved by Drue Garrison, seconded by Tom Epler. **Motion carried 4- 0.**

8. **ANNOUNCEMENT OF NEXT MEETING** – July 26th, 2017 at Forest Grove Fire Department.
9. **ADJOURN**
Recorded & submitted by Kara Finn, Administrative Assistant