

Minutes approved by Public Safety Advisory Commission on February 22nd, 2018

1. ROLL CALL

Meeting called to order by Drue Garrison at 7:31 am

Members Present: Jayne Cravens, Drue Garrison, Glenn VanBlarcom, Anne Niven, Ray Arkus and Joseph Baxter.

Members Absent: Ryan Duve, Jeffrey Boivin and Tom Epler.

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

Others Present: Jesse Vanderzanden, Kara Finn, Michael Kinkade, Patrick Wineman, Lauren Quinsland and Janie Schutz

2. INTRODUCTIONS

Self-Introductions were made.

3. CITIZEN COMMUNICATIONS

None at this time

4. APPROVAL OF MINUTES

MOTION TO APPROVE DECEMBER 6th, 2017 MEETING MINUTES.

Moved by Glenn VanBlarcom, seconded by Anne Niven. **Motion carried 6-0**

- 5. ADDITIONS/DELETIONS:** Jayne Cravens inquired if the City or Police Department collects data to identify problem areas for pedestrians. The question was asked if it was possible to put a survey on the City website to identify issues in the City if that is something that PSAC decides to pursue. Glenn VanBlarcom stated that he spoke with Rob Foster to plan for future collaboration. This topic is tabled for a future agenda.

6. STAFF REPORTS

Police Department- There was a call in Cornelius in reference to a domestic situation with shots fired. The suspect male had left the scene and three schools went into lockout to prevent an attempt by the suspect to remove his children from school. Communication between the school district and the police department was phenomenal.

There have been arrests on the recent package thefts.

A subject made indication that he was going to attempt suicide by cop.

Officers worked to deescalate and used a 40 mm, which is a large rubber type bullet, to hit the subject in the shoulder.

Fire Department – No report at this time.

City Council- The council over the last two meetings has been involved in conducting a number of interviews for boards and commissions. The greatest need is still for student members.

The annual boards and commissions recognition dinner was celebrated last Thursday. PSAC had the least amount of attendance, so it was encouraged to attend in the future.

A resolution was passed to replace electric utility rates.

There will be B & C training on April 9th and 23rd. This training will be taped and will be required training for future members. It will go over Public Meetings, Public Records, Conflicts of Interest, Ethics and Campaign, Communications, and Harassment.

7. NEW BUSINESS

Community Outreach Presentation- Lauren Quinsland provided updates on ongoing activities. NNO had approximately 1000 guests last year. It will be held on August 7th this year.

Citizens Academy will start next Wednesday. There will be 33 participants with three students.

The Department recently joined with Westside Crime Coalition to participate in monthly landlord's forum and landlord training along with a safety academy.

There will be a Community Policing Workshop on February 17th and February 20th at the Community Auditorium. It will be Public Safety 101: when and how to call the police, code and code enforcement, how to use social media for crime prevention, how to start and maintain a neighborhood watch, etc.

Police Department Strategic Planning Process- Chief Schutz went over the Police Strategic Plan PowerPoint presentation *attached*. In the future, the department will be seeking feedback from PSAC on this process.

Fire Authority Discussion- Chief Kinkade requested PSAC's help at the Annual Town Hall meeting this Saturday. The goal is to get feedback from the public on efficient, as well as present 'what' and 'how' these services are provided. We need to find efficient and effective ways of service and are looking for citizen's feedback.

PSAC Strategic Plan- Chief Kinkade outlined the process. The steps include: develop vision and mission statements, perform internal and external audit, establish long term strategy, generate- evaluate- and select objectives, implement strategies and measure performance. This will take four meetings. It can be added to the agenda, but may dominate the

meetings and/or will require a special meeting.

MOTION TO ACCOMPLISH STRATEGIC PLAN THROUGH REGULAR MEETINGS AND EXTEND THOSE MEETINGS, IF NECESSARY.

Discussion: Recommend to send written staff reports ahead of time to save time. Moved by Glenn VanBlarcom, seconded by Anne Niven. **Motion carried 6-0.**

Traffic Management and Safety- Tabled for future agenda.

Elections for Chair and Vice Chair-

MOTION TO LEAVE CHAIR AND VICE CHAIR POSITIONS AS IS (Drue Garrison as Chair and Glenn VanBlarcom as Vice Chair): Moved by Glenn VanBlarcom, seconded by Jayne Cravens. **Motion carried 6-0.**

Good of the Order: A DropBox Link will be sent to all PSAC members to access the New Member Orientation document.

8. **ANNOUNCEMENT OF NEXT MEETING** – February 28th, 2018 at Forest Grove Fire Department.
9. **ADJOURN**
Recorded & submitted by Kara Finn, Administrative Assistant