

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY OCTOBER 14TH, 2014 AT 4:15 P.M.**

Board Members Present:

Ed Johnson, Gene Barner, Jeff Campbell, Terry Lacey, Nora Daniel & Lucas Yonkman

Board Members Not Present:

Robert Young (Excused Absence)

Department Staff Present:

Chief Ed Green & Meg Massey

The meeting was called to order by Chair Johnson at 4:21 p.m. in the Police Department Training Room.

AGENDA TOPICS

JULY MINUTES:

Ms. Massey distributed the minutes from the July 8th meeting. No further discussion. Mr. Lacey moved to approve the July minutes as presented, Mr. Barner seconded. The July minutes were unanimously approved.

PERTINENT UPDATES :

➤ **Staff Updates:**

Chair Johnson thanked the members that attended the swearing in of new Officers: Officer James Argyro, Officer Nathan Padrta, Officer Matthew Krysinski & Officer Claire Schrickler; and the acknowledgement of the Life Saving Award given by the Governor's Office to Officer Mike Clements & Officer Mel Lolmaugh at the October 7th City Council Meeting.

Chief Green updated the Committee on department staffing:

▪ **Patrol**

Patrol is at full staff. As noted the four new officers were sworn in last week. Officer Krysinski has already completed his field training program. The field training program for the two entry level officers will be a minimum of 12-14 weeks depending on progress.

▪ **Records Supervisor**

Barbara Sampson announced today she is retiring at the end of the month after 30 years of service.

➤ **Budget:**

➤ The 2015 – 2016 budget is about three quarters of the way through the process. Still uncertain if our additional staffing will be approved, should be finalized in November. There was discussion about the possibility of the CST position changing from a commissioned post to that of a civilian post. Chief noted that the position is currently funded, and we may consider that as a compromise if funding is cut.

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NATIONAL NIGHT OUT SURVEY:

A summary of the responses from National Night Out was distributed and reviewed. Carolyn Thacker expressed interest in being involved with a Neighborhood Watch Group and Citizen Volunteer. Nora said she would touch base with her to see if she might be interested in joining the CAB Committee. It was also mentioned we are still looking to fill the vacant student position.

DOWNTOWN MERCHANTS & MAIN STREET PROGRAM:

Chief stated he has been in contact with the interim director and that they will inform him of the dates of their upcoming meetings as it would be a great way for the committee to reach out to the merchants. Chair Johnson stated he would attend, and would like at least one additional member present. Chair Johnson stated he would like us to be out and about more, get to be known and seen. An upcoming opportunity is to attend the Downtown Trick or Treat which is on Halloween and starts at 4:30. Please be sure to wear your polo shirt if you attend.

OPEN PUBLIC MEETINGS ACT (OPM)

Chief Green stated as of July 1, 2014 Open Public Meetings Act requires non-elected officials to receive training, and requires refresher training every four years. Any new members are required to take the training within 90 days of their appointment. We will be scheduling this as soon as possible.

ROBERTS RULES OF ORDER

Ms. Massey stated that in reviewing old minutes it is unclear if the Committee ever adopted Roberts Rules of Order, and the City is arranging training for all Council Members and Committee reps so that everyone is following the same process. A motion as made by Mr. Lacey to adopt Roberts Rules of Order and seconded by Ms. Daniel. Following discussion the motion passed by a vote of 4-2.

RULES OF THE ROAD

Mr. Campbell distributed copies of an editorial that was published in the Whidbey New Times concerning the use of the right lane on highway 20 when heading west approaching the traffic light at SW Erie & SW Bayshore. Chief stated that any lane that crosses an intersection is considered a through lane. There was additional discussion on the state rating the intersection of Highway 20 and Swantown road as a #1 priority to widen to four lanes up to Eagle Vista. Barrington & SR20 is listed as one of the 10 worst intersections in the State. Eleven cameras are being installed on SR20 throughout the City to monitor traffic and review the needs to improve traffic flow. The workforce at the base and the population in general are growing and impacting many things City wide including everyday traffic.

PARKING FOR SENIORS

Ms. Daniel noted that there are only 8 handicap parking spaces downtown and would like to see the City designate additional parking for seniors to better accommodate their needs, like is done for military personnel at Home Depot. Chief state that RCW's state no preferential treatment, and

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Department of Transportation designates the number and location of the handicap spaces. Taxicab parking is an exception, but they pay a fee and are then licensed to utilize designated space(s). Privately owned parking lots, such as Home Depot, can designate spots as they like as they own the property. Further discussion included submitting letter to editor to educate the public on such matters as well as petitioning owners of private lots.

GENERAL QUESTIONS & COMMENTS:

- Resources
Ms. Massey reminded the Committee that the Police Department has a Facebook page which is helpful tool to direct the public too as a lot of useful information and press releases are posted on that site. Additionally the Department page on the City website has a section where the Daily Calls for Service are posted, this is a list of all calls that come into the dispatch center.
- Civil Service Commission
Chief Green noted there is a vacancy on the Civil Service Commission. You must be a resident of the City and it is a 4 year term.

ADJOURN:

Mr. Lacey made a motion to adjourn the meeting, Mr. Yonkman seconded. Meeting adjourned at 5:28 p.m.

NEXT MEETING:

- The next CAB meeting will be held on Tuesday, November 11th at 4:15 p.m. in the OHPD Training Room.

Prepared by Meg Massey