

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY JULY 8TH, 2014 AT 4:15 P.M.**

Board Members Present:

Ed Johnson, Gene Barner, Terry Lacey, Nora Daniel & Robert Young

Board Members Not Present:

Jeff Campbell & Lucas Yonkman (Excused Absences)

Department Staff Present:

Chief Ed Green & Meg Massey

The meeting was called to order by Chair Johnson at 4:18 p.m. in the Police Department Training Room.

AGENDA TOPICS

JUNE MINUTES:

Ms. Massey distributed the minutes from the June 10th meeting. No further discussion. Ms. Daniel moved to approve the June minutes as presented, Mr. Young seconded. The June minutes were unanimously approved.

PERTINENT UPDATES :

➤ **Staff Updates:**

Chief Green updated the Committee on department staffing:

▪ **Detective Sergeant**

Sergeant Mike Bailey has been selected to fill the vacant Detective Sergeant position. If both the Chief and Captain are unavailable, the Detective Sergeant is next in command. We still have one Detective position that remains vacant since Det. Hofkamp retired in January and we will fill that position once the new Sergeants are in place.

▪ **Sergeant Positions**

The interviews for the Sergeant applicants are scheduled for tomorrow. We have two positions to fill. The interview panel consists of Chief Green, Captain Gardner, Meg Massey & Chief Marks from the Langley Police Department. Chief Marks has no association with any of the candidates.

▪ **Basic Law Enforcement Academy (BLEA) Cadets**

Officers Argyro & Padrta are doing great and are anxious to get going.

▪ **Lateral Entry Police Officer (LEPO) Applicants**

LEPO applicant list is an agenda item at the July 22nd Civil Service Commission meeting for approval. If we do not hire from that list we will then move to the Entry Level Police Officer (ELPO) applicant list. There were 171 ELPO applicants of which 61 met the minimum qualifications. Our preference is to select from the LEPO list as it is more cost effective and typically a shorter training period.

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➤ **Budget:**

Chief Green stated we are still in the beginning phase of the biannual budget for 2015 – 2016. The department is asking for 5 additional staff, 1 patrol sergeant and four additional officers so that each of the four existing patrol squads would increase from three to four.

➤ **Annual Report:**

Chief Green presented the 2013 Annual Report to the Committee. The report was presented to Council on July 1st; it was a very short presentation, as it was a very long meeting with many agenda items. The format is slightly different this year, with the goal of making the report more about the staff and less about the statistics. Mr. Lacey stated he was impressed and that the staff had done an outstanding job.

Mr. Young asked if the Community Resource Officer had been reestablished? Chief Green stated that position was currently in limbo due to patrol being under staffed. The goal is to reestablish the position as soon as is possible. Currently that position is filled with a commissioned officer, as we move forward we may research placing a civilian in that position which would be a cost savings for the department.

➤ **CAB APPOINTMENT**

Chief Green stated that as discussed at the previous meeting, Terry Lacey was officially reappointed to serve on the CAB Committee for the next four years by the Mayor and City Council at the July 1st Council Meeting.

CAB SURVEY – UPDATE & NATIONAL NIGHT OUT:

Chief Green presented the Committee with a summary of responses of the CAB Survey that is posted on Survey Monkey. As the Committee reviewed the information discussion included responses by location and major areas of concern for respondents including but not limited to: crimes, narcotics, homeless population and poor neighborhood lighting.

The discussion then turned to developing a short survey to be distributed at Nation Night Out on August 5th. Suggestions discussed included demographics, crime rate, lighting issues, short format, rating the department, are the needs of the community being met, interest in being a part of the CAB committee or a Citizen Volunteer, interest in speaking one on one with a CAB member, can we contact you, etc. The decision was made to limit the survey to no more than 10 questions and make it postcard size. It was also suggested we have a business card with contact information for the CAB Committee that can be handed out.

Ms. Massey stated she would take all of this into consideration and distribute a draft via email as soon as possible to all members for input and approval.

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DOWNTOWN MERCHANTS:

The Committee discussed walking along Pioneer to meet with merchants. After some discussion it was decided to plan this for after National Night Out.

NATIONAL NIGHT OUT

Chief Green stated National Night Out is Tuesday August 5th from 3:00 p.m. – 7:30 p.m. We need as many CAB members there for as long as your schedule allows. Mr. Lacey stated he would be there all day representing both CAB and the Lions Club. Mr. Young stated he too would be there the entire time representing both CAB and his office. As we get closer to the event please let Ms. Massey know when you will be on site so we can have a schedule in place and be sure to have coverage throughout the event.

GENERAL QUESTIONS & COMMENTS:

- **August CAB Meeting**
Chief Green asked the Committee if they felt it necessary to meet in August in addition to National Night Out? After a brief discussion Chair Johnson made a motion to forego the August meeting. The motion was seconded by Mr. Young and passed unanimously. Ms. Massey stated she would put an announcement on the City web site.
- **MRAP Vehicle**
Chief Green apologized to the Committee that we were unable to arrange for the MRAP to be on site for the meeting, we are just too short staffed at this time to make that happen. The MRAP will be on display at Nation Night Out.
- **4th of July**
Mr. Lacey stated he had spent some time at the Command Center at the 4th of July parade. He said it was very interesting and recommended that all CAB members do the same the next time it is scheduled to be at a similar event.
- **Main Street Program**
There was a general discussion concerning the possibility of Oak Harbor forming a Main Street Program. Chief Green talked a little about the program the Port Townsend has, stating it was beneficial to both the merchants and community. It served as a marketing agent for the downtown district as well as helps with developing and coordinating special events for "Main" street. Mr. Young stated he is hearing that the merchants on Midway are feeling left out and that might be something we can help with.

ADJOURN:

Chair Johnson made a motion to adjourn the meeting, Mr. Young seconded. Meeting adjourned at 5:26 p.m.

NEXT MEETING:

- The next CAB meeting will be held on Tuesday, September 9th at 4:15 p.m. in the OHPD Training Room.

Prepared by Meg Massey