

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING  
TUESDAY MAY 13TH, 2014 AT 4:15 P.M.**

**Board Members Present:**

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

**Board Members Not Present:**

Nora Daniel, Robert Young (Excused Absences)

**Department Staff Present:**

Captain Teri Gardner, Meg Massey

The meeting was called to order by Chair Johnson at 4:20 p.m. in the Police Department Training Room.

**AGENDA TOPICS**

**FEBRUARY MINUTES:**

Ms. Massey distributed the minutes from the February 11th meeting. No further discussion. Mr. Campbell moved to approve the February minutes as presented, Mr. Yonkman seconded. The February minutes were unanimously approved.

**PERTINENT UPDATES / CAB QUESTIONS:**

➤ **City Council Presentation in March:**

- Chair Johnson stated he had received great comments and good response from Council. Chief Green did a great job.

➤ **Vacant Position**

Chair Johnson reminded the Committee that there is a vacancy, in addition to the student position. Please refer anyone who may be interest to him directly. There was general discussion about the Committee. Mr. Barner commented on how the Committee is more focused than it has been in the past and that we must strive to stay focused. It is hard to measure our success, but the survey is a nice tool and should remain a priority and used continually, changing as needed but possibly being incorporated into the ordinance so that it remains.

Terry Lacey noted his term expired in April. He and Chief had discussed this and his willingness to be reappointed. It is a Mayoral appointment and is currently being processed through the Mayor's office.

➤ **Staff Updates:**

- Captain Teri Gardner, after being welcomed and congratulated by the Committee reviewed staffing:
  - Captain Tim Sterkel retired May 31 after 39 years of service.
  - We have interviewed four internal candidates for the Receptionist position. We have selected a candidate, and it is now in the hands of the Human Resources department. If

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING  
TUESDAY MAY 13TH, 2014 AT 4:15 P.M.**

we can agree on a benefits package, they will start as soon as possible. If an agreement cannot be reached, we will make an offer to the second candidate, as the top two were both very well matched and it was a hard choice to make.

- James Argyro and Nathan Padrta, the two new entry level officers started May 1st and enroll at the Academy on May 26th. Chief is with them today, as they both passed the required physical agility test required for entry into the Academy.
- Sergeant Assessment done in February was contested and the Civil Service Committee agreed with the candidate. We will re-test June 17th. All Candidates may re-test but must submit new applications prior to the closing date of May 21st. The scores from the initial assessment will be merged with the second testing. Any candidate that chooses to re-tests, the higher of their two scores will stand, regardless of which testing it is from.
- The department has an intern from Skagit College's Criminal Justice Program. Her name is Helena Williams and she works directly with Ms. Massey. One of the projects she has worked on is organizing QuarterMaster. QuarterMaster is where we store and track all of the equipment and clothing for all employees. It is a huge task, and there are a lot of items to track and others to dispose of once all emblems are removed.
- Sergeant Bill Wilkie has stepped down from the Defensive Tactical Instructor position. The opening was announced internally and was subsequently filled by Officer Chris Peabody. Sergeant Wilkie will assist with training until Officer Peabody is fully trained as an instructor.
- Officer Yzaguirre has a relationship with a reporter at KOMO news which led to a piece airing that featured Oak Harbor and the need for more officers. It has generated a very good response for entry / lateral entry candidates.

➤ **Vehicles:**

- Captain Teri Gardner stated our purchase of eight new Ford Explorer SUV's has been approved. We will have three by the end of the summer, and the remaining five will be delivered the end of this year or early next. All will come with the Coban video system pre-installed. When we sell the Charger, we will be able to add one more vehicle.
- The jail van will also be replaced in the near future with either a new or used van which will be unmarked. It will have lights, but not mounted on top, and linked to the ICOM system County wide, so if need be while transporting outside City limits they can communicate with other agencies in the region. The existing vehicle will be reassigned within the City.
- MRAP – Mine Resistant Ambush Protected vehicle will be delivered shortly. Our current HRET (High Risk Entry Team) vehicle (parked outside this building) no longer runs. The cost to repair our current vehicle is \$6,000 - \$8,000. The delivery cost for the new vehicle is approximately \$8,000 and the vehicle is valued at over \$700,000.00. The current vehicle will be sent back to the government and sold for parts / scrap. Both vehicles come to us as loaned equipment.

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING  
TUESDAY MAY 13TH, 2014 AT 4:15 P.M.**

➤ **Deborah Palmer Cold Case**

Captain Gardner updated the Committee on the support we received from the community in spotlighting the Deborah Palmer case on 17th anniversary of the event. Phil-Am funded the banners provided by Whidbey Sign Company, which they produced at a discounted price. Island Transit distributed over 2,000 flyers Island wide over a three day span, The Whidbey News Times ran an article and the Oak Harbor Chamber placed information on their reader board. Washington's Most Wanted (WMW) came to Oak Harbor for video footage of the banners going up and ran an update to the story on their show and regular news program. We posted links on our Facebook page to both WMW stories (previous and current), and we placed links on the City's web site. The banners will be placed at different locations at different times.

**CAB SURVEY – NEXT STEP:**

The Committee discussed how to proceed with the on-line survey. It was suggested we update the survey prior to National Night Out (NNO). Mr. Lacey suggested condensing what we have and expanding on the top 5 responses / concerns. Possibly having check boxes allowing us to walk around at NNO and collect responses face to face with attendees to create a more interpersonal communication. Discussion included having a laptop available to fill out the survey. It was noted that most adults have kids in tow at the NNO event making it difficult to take the time to fill out a form.

**DOWNTOWN**

Mr. Young had emailed, as he could not be present, some of the concerns local merchants in the downtown corridor have about the lack of a presence of officers. There are concerns about skateboarders on the sidewalks creating a hazard for shoppers, etc. Captain Gardner noted that as short staffed as we are at this time, it had been discussed that she and the Chief start at opposite ends of the street and talk with each store to make them aware of the staffing situation, and let them know that we understand their concerns and needs, but just don't have the staff at this time to have a regular foot patrol presence. The Committee suggested they could be a part of this, creating a great opportunity for them to make the locals aware of the CAB Committee and their association with the Police Department. Captain Gardner noted that Officer Yzaguirre has been in touch with the skateboard shop and placing information brochures for their customers about safety and public courtesies. There was additional discussion about our staffing issues, the training required for entry level vs. lateral level officers and our Reserve Officers. There may be an opportunity this fall for a reserve academy in the County, eliminating the need to travel to the Mt. Vernon location, which would be helpful.

**NATIONAL NIGHT OUT**

Captain Gardner stated that the local Lions Club, which Chief Green is a member of, is working with the department and other volunteers on this event. The Committee discussed prior events, dunking booths, etc. It was decided to discuss this event in further detail at the next meeting.

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING  
TUESDAY MAY 13TH, 2014 AT 4:15 P.M.**

**GENERAL QUESTIONS:**

Mr. Barner asked about the current vacancy and what qualifications (resident, business owner, etc) were required of the appointee. No one was certain. After additional discussion Ms. Massey stated she would send copies of the ordinance and current contact list to all members.

**ADJOURN:**

Mr. Yonkman made a motion to adjourn the meeting, Mr. Barner seconded. Meeting adjourned at 5:15 p.m.

**NEXT MEETING:**

- The next CAB meeting will be held on Tuesday, June 10th at 4:15 p.m. in the OHPD Training Room.

Prepared by Meg Massey