

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING  
TUESDAY, 6/11/13, 4:15 P.M.**

Board Members Present: Nora Daniel, Lucas Yonkman, Ed Johnson, Robert Young, Jeff Campbell, Terry Lacey, Gene Barner.  
Not Present: Lauren Nelson  
Dept. Staff Present: Capt. Tim Sterkel, Martha Folsom

The meeting was called to order by Johnson at 4:14 p.m. in the Police Department Training Room.

Johnson welcomed new CAB member Terry Lacey, and asked him to tell us about himself. Lacey has lived in Oak Harbor on and off since 1986, retired from the Navy in 1993, then worked with a construction company for a time. He and his wife have two children who went through the Oak Harbor school system, and are both now pursuing degrees in law enforcement. His wife works for the School District. Johnson mentioned that we still have one vacancy on the CAB Board, if anyone knows of someone who might be interested.

**AGENDA TOPICS**

1. **May Minutes:** No discussion. Yonkman moved to approve the May minutes, Daniel seconded. The May minutes were approved as presented.
2. **Pertinent Updates / CAB Questions:** Johnson asked about the graffiti handouts for CAB as discussed at the last meeting. Folsom advised that they are done, but she doesn't believe that Chief Green has had a chance to formalize a process and procedure for fundraising / accepting money. Capt. Sterkel advised that Chief Green wanted him to ask for feedback from the CAB regarding any input they've received from the public. Johnson said that he didn't know that anyone (CAB members) has gotten out there yet. He said that CAB had started to work up a presentation of what they would be asking, so they would all be on the same page. This is still in process.

Sterkel advised that the School Resource Officer (SRO) is out of the schools for the summer break soon, and will be assigned as a traffic officer on the motorcycle for the summer. Johnson brought up our High School student CAB member. Folsom advised that her term expires this month (1-year term), and she has advised the Mayor's office that a replacement is needed. Johnson asked if, regarding graffiti cleanup, we had been able to find out what the City (staff) is doing (as far as cleanup) and if volunteers were put in place, perhaps the City could redirect funds to help purchase the graffiti removal product, if they weren't having to do clean up. Capt. Sterkel said that Chief Green must still be working on that, as he had no information.

3. **CAB Survey Discussion:** Discussion was held on using Survey Monkey versus sending out paper surveys in City utility bills. Young said that, if use Survey Monkey, could still put a notice in the utility bills, pointing to the survey website. Campbell believed this was a good idea, and would make things simpler than asking people to return a paper survey. Folsom advised that there is a cost to use Survey Monkey, as the free version is limited and would not fit the CAB's needs. Discussion was held on how many times to send out a survey, or keeping it open ended. Johnson discussed developing a map of the city, broken down into smaller (than quadrants) areas, and that, on the survey, the respondent could indicate which area they live within. This would give us more concise information into specific areas, and target areas with specific problems. Folsom (later) advised that she did not think a map could be put up on Survey Monkey.

Discussion returned briefly to graffiti issues, and Folsom handed out the graffiti solicitation/information handout, reminding CAB members that it (a fundraising campaign) had not yet been approved or a procedure worked out. Lacey asked if anyone had tried this product, that it seemed really expensive. Young said that Officer Yzaguirre had said that Mt. Vernon (Police) are using it and that it is working over there. Johnson said we would need to find out how much of the cleaning product we would need, and have a target amount (\$) before CAB goes out and talks to businesses. Businesses might feel that it would be cheaper to just buy paint (to cover up the graffiti). Yonkman asked Capt. Sterkel if we had any idea of how quickly graffiti accumulates,

and if we did a big push to clean it up, how long would it stay clean. Capt. Sterkel felt it would depend on the mentality – if they (taggers) see us cleaning up, it may push them to go do more tagging. He said it (graffiti) would probably be a constant issue. Discussion was held on graffiti problems picking up during the Spring and Summer. Johnson asked if we had any statistics on organized gangs tagging, and Capt. Sterkel said at this point, no – that we are lucky so far (no organized gang activity). Johnson asked if this was an area Patrol could help on, keeping track of graffiti and making a list to get the info to CAB. Folsom advised that Officer Yzaguirre will be overseeing the cleanup volunteers, and she is probably already coordinating getting this information together.

Young asked Capt. Sterkel about a recent rash of internet/email spam, mostly from banks, which look valid. Capt. Sterkel said to report it to the Police Department, and that these kinds of reports are fairly common. They are difficult cases to work. We see a lot of elderly victims of these spams.

Regarding surveys, Johnson asked how the CAB felt about setting a target date to get them going. He asked if the first of August was realistic. Young recommended waiting until the first part of September, as school is out and there will be vacations, people will be less likely to fill out a survey. Nora Daniel asked about handing something out at National Night Out (NNO). Johnson said he was going to bring that up, that he felt NNO would be an ideal time, IF we were ready to go by then. Extensive discussion was held. Lacey mentioned having a “scaled down” version at NNO, just asking 3-5 questions, about the things we are trying to find out; such as, “Is the PD doing an effective job in communicating” “If not, why not?” “Where do you see the most activity that needs attention?” That way, CAB members could have a direct conversation with people at NNO, and let them know about the upcoming survey. Johnson said there were only about 11 questions on the survey (Business Survey handed out at last meeting), so that didn’t seem like that many questions. Folsom asked if she could ask a question. As she missed the last meeting, she was wondering if the five survey “target groups” that had been discussed at all prior meetings were no longer a focus of the survey, that the survey would simply be based on the Business Survey example? Johnson said that was correct. Yonkman said that he submitted some question ideas a while back, and we seem to have a good idea of what we (CAB) want here. What do we need to do to move it forward and get it done. Do we need to look at all the questions and decide what we want on there? Johnson told CAB to offer any questions they think would be more pertinent, or any changes to the questions, but reminded that we don’t want it to get too lengthy or people won’t spend time on it. Lacey said that he felt that, at NNO, people are going to be busy, and are not going to stand around to answer 10-12 questions. That is why he was suggesting a smaller number of questions, and could do the longer survey in September. He said if we are trying to get something together for August, we basically only have a month in which to do it. Capt. Sterkel liked the idea of having the survey up at Survey Monkey by NNO, and to hand out a short flyer at NNO telling about the survey and where to find it. Yonkman asked again, how do we get to that point. We need to establish a way to have everyone give their input, gather it into one survey, and be finished. Young proposed CAB members take the Business Survey and before the next meeting, submit their ideas/revisions, etc. Johnson suggested having that done within the next 2 weeks, and sending input to him. Folsom asked that CAB members “cc” their suggestions to her also, as she would be the one putting the survey together. She proposed a deadline date of **June 25, by end of day**, to have those revisions in. Johnson said to Folsom that he hoped he didn’t “jump the gun on NNO” (having the survey done and up at Survey Monkey by then), and Folsom said we will just have to see how it goes.

## **GENERAL DISCUSSION**

None

Yonkman made a motion to adjourn the meeting, Campbell seconded. Meeting was adjourned at 5:05 p.m. on 6/11/13.

The next CAB meeting will be held on Tuesday, 7/9/2013 in the OHPD Training Room.  
Prepared by M. Folsom