

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY NOVEMBER 10TH, 2015 AT 4:15 P.M.**

Board Members Present:

Ed Johnson, Gene Barner, Jeff Campbell, Nora Daniel, Susan Gerard, Bob Olson, Chase Powell, Sydney Prevost & Lucas Yonkman

Board Members Not Present:

Marty Malloy

Department Staff Present:

Chief Ed Green, Meg Massey & Officer John Little

The meeting was called to order by Chair Johnson at 4:15 p.m. in the Police Department Training Room.

AGENDA TOPICS

MEET AN OFFICER:

➤ **Officer John Little:**

The committee met with Officer John Little.

OCTOBER 2015 MINUTES:

Ms. Massey distributed the minutes from the October 13th meeting. Ms. Daniel moved to approve the October minutes as presented, Mr. Olson seconded. The October minutes were unanimously approved.

PERSONNEL / DEPARTMENT UPDATES :

➤ **Officer Vacancies**

Chief Green gave the following report:

- Officer Michael Brown is at the Basic Law Enforcement Academy (BLEA). The class graduates mid-January. He is currently ranked #1 in his class.
- Officer Keith Kretchman has graduated from the Equivalency Academy. He passed all seven tests concerning Washington laws (minimum passing requirement of 70%) and was required to pass all tests, else attend the full academy required by entry level officers. Officer Kretchman may be assigned to a squad within the week.
- A patrol Officer is out on maternity leave, and will not return until next year.
- A corrections Officer is on light duty, prior to going on maternity leave, and is assisting with the Records department until that time.
- Officer Nathan Padrta has been selected as the School Resource Officer (SRO) to fill the vacancy left by Officer Dickinson's retirement. The position requires a four year commitment to the post. As the department is short staffed, Officer Padrta will fill this role in a part-time capacity until the patrol division is more substantially staffed. We hope to have that in place by the start of the next school year, if not sooner.

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Mr. Campbell asked if the SRO received any special training? Chief Green stated yes, prior to his appointment, it was solely funded by the department. The Oak Harbor School District has 5,500 - 6,000 students, with 1,600 at the High School. There was no MOU in place, and that has been corrected. The school district now pays for the training the SRO attends annually. The training includes national and state level SRO training as well as active shooter training. The department pays his salary and provides the patrol car, though the better cars are used for patrolling the City streets, not the schools. There was additional discussion about active shooters at schools nationwide and how we prevent that from happening in Oak Harbor. Chief explained that is addressed in the national training and certification that Officer Padrta will receive.

➤ **Records & Evidence Supervisor**

Leslie Morgan has accepted the position of Records & Evidence Supervisor and will start later this month. She is retired Navy and has two graduate degrees. She will provide much support for the Captain by taking over the supervision of that department.

REVIEW ANNUAL PRESENTATION TO COUNCIL:

Chair Johnson led a discussion concerning the CAB's annual presentation to Council on December 15th as required by ordinance. Topics discussed included:

- Chief Green would do the presentation with CAB members in attendance
- Include meeting time and location
- Call to action for the public, we can't fix what we don't know is broken
- Edits to individual slides

Ms. Massey will send the edits out when completed, please respond to her individually (not as a group) until we have an approved presentation.

Mr. Yonkman stated he would do his best to be in attendance if his work schedule would allow.

Chair Johnson complemented the Committee on the work they have done the past year as the public is more aware of the Committee than ever before.

DECEMBER MEETING:

Chair Johnson suggested the Committee cancel the upcoming December meeting as they will all be attending CAB presentation to City Council. Mr. Campbell made a motion that the regularly scheduled December meeting be canceled, Mr. Olson seconded. The motion unanimously passed.

OLD BUSINESS

➤ **Freund Marsh:**

Chief stated that he had followed up concerning the condition of the Freund Marsh with the Public Works Director and the Parks Director. It is a nature conservatory and the Federal Government is involved, though it is a City Park. The Officers have been patrolling, and it seems the transient activity has declined, but that could be due to the weather. Chief stated he would keep the Committee informed if he heard anything new.

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GENERAL QUESTIONS:

Mr. Yonkman stated he wanted the Committee to be aware he will be out of town more and more. He will stay on as an active member of the Committee as long as he can. Chair Johnson stressed it is a voluntary position and asked Ms. Massey to check the attendance requirements in the city ordinance.

Chair Johnson stated he has been appointed to the Island County Civil Service Commission which is taking a lot of his time, including training he attended in Yakima as did Ms. Massey. Due to this and other reasons, he is resigning his position as chair and member effective immediately. Chair Johnson spoke of how much he appreciated all the work this Committee has done and how pleased he is with all they have accomplished. He thanked both Mr. Olson and Ms. Gerard for recently joining the Committee. He stated his sincere and deepest thanks for all the Committee does.

Discussion followed concerning appointing a new Chair. It was determined this did not need to be decided until the January meeting, but it is an important position to be filled whether required by ordinance or not. An interim Chair or Co-Chair might be options to be considered as well.

After additional discussion Chair Johnson agreed to stay on through the end of the year, and to be present at the annual presentation to Council.

The Committee in turn thanked Chair Johnson for all he has done. The leadership and wisdom he has provided the Committee has been outstanding. He has provided a great service to the Citizens of Oak Harbor throughout his term.

ADJOURN:

Ms. Daniel made a motion to adjourn the meeting, Mr. Yonkman seconded.
Meeting adjourned at 5:19 p.m.

NEXT MEETING:

The next CAB meeting will be held on Tuesday, January 12th at 4:15 p.m. in the OHPD Training Room.

Prepared by Meg Massey