

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY, 1/8/13, 4:15 P.M.**

Board Members Present: Ed Johnson, Bonnie LaForest, Barbara Buchanan, Cathy Niiro, Jo Balda, Lauren Nelson
Not Present: Dave Thomason, Beth Connor, Gene Barner
Dept. Staff Present: Chief Ed Green, Martha Folsom, Sgt. Mike Bailey

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

AGENDA TOPICS

1. **December Minutes:** No discussion. Balda moved to approve the December minutes, LaForest seconded. Unanimous approval. The December minutes were approved as presented.

2. **Pertinent Updates / CAB Questions:** Chief Green advised he wanted to address two questions from the last meeting: (1) Block Watch; and (2) the upcoming (CAB) Annual Report to Council. He said that Community Service Sgt. Bailey was here at the meeting to address Block Watch. Sgt. Bailey brief CAB members on the direction of the program. He said we are in the initial stages of getting it started up. Officer Jennifer Yzaguirre has been selected as the Community Service Officer, and she will work out very well. Due to staffing, she is still in a patrol squad, but is trying to do as much as she can outside of patrol duties. She will be able to focus more on the Block Watch program when she comes to day shift in February. She will go to the downtown business district, and start up a business watch of sorts. Will also do some safety and Block Watch programs at the Senior Center, as well as working with our volunteer program. We will get information up on Channel 10. Next month, he and Officer Yzaguirre will be going to the Mt. Vernon Police Department, to learn about their very successful "Neighborhood Watch" program. We hope to model our program on theirs. We also plan to have a Citizens Academy at some point. We will get in touch with the commands at the Base, as a lot of our burglary victims are on military deployment. We are moving slowly because we want the program to succeed, and we cannot dedicate an officer full-time at this point. Chief Green mentioned that he had heard from the (Fire) Chief Merrill that the High School media program spends some of their time filming public service announcements, and this may be an option for us. Johnson asked Chief Green what CAB could do to assist, and Chief Green said to get out and talk to community members about it (plans for the Block Watch program), and provide any feedback they receive.

Regarding the CAB's presentation to City Council on February 5th, Chief Green said it only needs to be a 10-20 minute simple presentation, generally delivered by the Chair, and leaving time within that for Council questions. He encouraged all CAB members to attend the meeting, not to speak, but to be a presence. He said that the Annual Report would be first up on the Agenda. Thomason and Johnson will split the "duties" and decide between themselves how they wish to present the report. Johnson will meet with Thomason before the Council meeting and formulate a plan. Discussion was held on doing a PowerPoint presentation, as Nelson has a lot of experience in that, though it was later decided that there was probably not enough time to prepare a presentation.

Chief Green said that, regards the survey, Folsom had a good idea of having the next meeting (February) devoted to that only; after conducting the formal business, Folsom and Chief Green would leave and the CAB members would work on the surveys. But for now, the Annual Report is the first focus, then the surveys. Discussion was held on some of the CAB's past activities and accomplishments. Johnson mentioned that the presentation could include some goals that the CAB has. Discussion was held on that.

LaForest mentioned that she had started talking to some businesses (about the survey) and received positive feedback. Some seemed surprised that they were being asked (for feedback). Chief Green reiterated the five survey categories-target groups as (1) Military (2) Citizens (3) High School/young college students (4) Businesses; and (5) Government entities. There should be 3-4 "broad" questions that go across all surveys, and then other questions (10 total?) that are pertinent to the target group. Discussion was held on issuing a press release about the "new direction" of the CAB. Johnson said that we want the public to know that what they have to say is important; the more we can get out, the more response we will get and the more

successful we will be. Niiro mentioned breaking into sub-committees; that perhaps some members were more interested in the Neighborhood Watch program, and others in the survey, and perhaps that would be helpful.

Chief Green said that the CAB may want to set up a time to meet informally as regards the City Council presentation. After discussion, it was decided that CAB members (only, no PD staff) would meet on **Monday, January 14th, at 5:00 pm, at the United Way office**, 350 SE Pioneer Way, Suite 101. This is next to the Christian Book store, across from People's Bank, in the plaza where the Habitat for Humanity store is located. Folsom will send out an email on 1/9/13, so CAB members who are not present will know about the meeting.

3. **CAB Survey Discussion**: This item was tabled to the next (February) meeting. Chief Green reiterated Folsom's idea of turning the meeting over to CAB members, after formal business was concluded, and Police Dept. staff would leave and let CAB work on the survey.

GENERAL DISCUSSION

No Discussion

The meeting was adjourned at 5:14 p.m. on 1/8/13.

The next CAB meeting will be held on Tuesday, 2/12/2013 in the OHPD Conference Room.

Prepared by M. Folsom