

**MINUTES OF COMMUNITY ADVISORY BOARD MEETING
TUESDAY JUNE 9TH, 2015 AT 4:15 P.M.**

Board Members Present:

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

Board Members Not Present:

Gene Barner, Nora Daniel, Sydney Prevost, Chase Powell (Alternate)

Department Staff Present:

Chief Ed Green, Meg Massey & Officer Nathan Padrta

Others in Attendance:

One community member attended.

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

AGENDA TOPICS

MEET AN OFFICER:

➤ **Officer Nathan Padrta:**

The committee met with Officer Nathan Padrta.

MAY 2015 MINUTES:

Ms. Massey distributed the minutes from the May 12th meeting.

Mr. Yonkman moved to approve the May minutes as amended, Mr. Campbell seconded. The May minutes were unanimously approved as amended.

PERSONNEL UPDATES :

As a community member was present, Chief Green gave a brief over view of the CAB committee.

Chief Green gave the following report:

➤ **Officer Vacancies**

We have extended conditional offers of employment to one entry level officer and one lateral entry officer. Both are conditional upon required pre-employment testing (background / medical / drug / polygraph / psychological). The entry level candidate is from the Seattle area and the lateral entry officer is from Georgia, but has family here in Oak Harbor.

➤ **Records & Evidence Supervisor**

We will begin looking to fill this position once the Officer vacancy positions are further along.

Additionally, it was discovered that while the Records & Evidence Supervisor position has been vacant, the Records Clerks have been assuming some of the duties regarding evidence. Per the CBA, the clerks are entitled to out of class pay. We have made that correction, and issued retro pay to cover all time since October 1, 2014. Chair Johnson asked if these duties could be handled by the Captain. The Chief stated no, she cannot be part of the chain of custody, as she oversees the department and is responsible for auditing / verification of evidence.

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SERVICE CLUB PRESENTATION:

Chair Johnson stated the presentation to the Kiwanis Club on May 13th went very well. He, Nora Daniel, Chief Green and Meg Massey all attended. Only one survey response has come back from the service club presentations.

ANNUAL REPORT PRESENTATION:

Chief Green stated the Police Department's Annual Report was presented the City Council on June 2nd. It went very well and Ed Johnson, Sydney Prevost and Chase Powell attended. The complete report is available on the department's web site.

NATIONAL NIGHT OUT:

Chair Johnson reminded the Committee that National Night Out is on Tuesday August 4th, and this year it will be located at Fort Nugent Park. At our July meeting we will need to finalize what we will be doing for this event. We will also have a sign-up sheet so we can be sure to have a minimum of two members on site at the CAB / PD booth at all times.

Mr. Lacey stated there was concern from parents that the event would interfere with youth sporting events already scheduled at Fort Nugent. Chief Green stated that is not the case, the event will not interfere with the athletic fields at all. He was appreciative of the information and will ask the Lions Club to help get the word out about this as they are coordinating the event.

GENERAL QUESTIONS:

The Committee spoke with the community member that attended the meeting.

The Committee discussed the possibility of including information with the utility bills.

Mr. Lacey asked if neighborhood watch groups were made aware of the CAB Committee. Chief Green said he did not know, but would make sure that was incorporated, if it isn't already.

Mr. Lacey suggested we include the Survey Monkey information on the NNO card.

The Committee discussed the monthly Chamber meetings and the "Shout Outs". Mr. Barner is a Chamber member, we will need to talk with him about the meetings.

Ms. Massey was asked the status of reaching out the local merchants / main street organization. She stated she and Ms. Cribb had spoken a few times, but nothing was ever solidified, and agreed to follow up.

Reminder: OHPD Open House is Thursday September 17th from 3:00 p.m. – 7:00 p.m.

ADJOURN:

Mr. Yonkman made a motion to adjourn the meeting, Mr. Lacey seconded.
Meeting adjourned at 5:16 p.m.

NEXT MEETING:

The next CAB meeting will be held on Tuesday, July 14th at 4:15 p.m. in the OHPD Training Room.

Prepared by Meg Massey