



SHERIFF

WASHINGTON COUNTY

CONSERVING THE PEACE THROUGH VALUES DRIVEN SERVICE / SHERIFF PAT GARRETT

ESPD ADVISORY COMMITTEE January 4, 2023

Attendees: Anna Alexander (Vice Chair), Bruce Bartlett, Diana Jensen, Ben Johnson, Melissa Laird (Chair), Jeff Larson, Jess Matza, Jessica Miyake, Ricardo Moreno, Michael Ruzzi, John Ryan, Terry Wagner, and Bob Zahrowski.

Absent: Leroy Bentley, Dolores Chenoweth, Ryan Garrick

Staff: Undersheriff John Koch, Commander John Bennett, Sharon Gray and Lori Larson

The meeting was held at the Sheriff's Office, Training Room A, 215 SW Adams Avenue, Hillsboro, Oregon and online via Teams.

Chair Jessica Miyake called the meeting to order at 6:30pm.

Approval of November Minutes:

Bob Zahrowski made a motion for the November minutes to be approved. All were in favor.

- There was one bullet that needed clarification. Corrected.

Election of New Officers – Ben Johnson made a motion to select Melissa Laird as Chair and Anna Alexander as Co-Chair. All were in favor.

- Thank you to Jessica Miyake for her time as Chair for 2022.

Extension of Expired Terms – Jessica made a motion to extend the members whose terms expired on 12/31/22 to 12/31/24, John Ryan seconded, and all in favor.

- The members being extended are Diana Jensen, Ben Johnson, John Ryan, Terry Wagner, and Robert Zahrowski
- Dolores Chenoweth & Leroy Bentley also expired on 12/31/22, but they were absent. We will contact them to determine if they would like to be extended two more years.
- Tara Hipps has resigned from the committee.

Bylaws Update

- Discussion around the definition of Conflict of Interest. Group was asked to provide an example in Bylaws. We would use the example of abstaining from voting on a tow policy if you owned a tow company.
- Standing Committee rules state that the meeting will go until 8pm. It was agreed to set the expectation that the meetings will go to 8:00pm. Times will be added to the

agenda to better manage the meeting. Bruce Bartlett made motion to approve this change. All in favor.

- Committee has ability to call a special meeting if there are any urgent matters or matters of interest.
- Membership terms – Change the terms to two years vs three years.
- All open issues resolved – Jeff Larson made a motion to approve bylaws, John Ryan and Bob Zahrowski seconded, and all in favor.
- Thank you to Bruce Bartlett for all his work on this project.

Latino Advisory Committee Update – Ricardo Moreno

- Organized a community outreach event for December. Discussed how they reach out to Latino organizations. Will have another community event when the weather improves.
- Discussed metrics on STOP data and found no discrepancies.
- Working to help those without a valid driver's license or insurance by providing driver ed training.

Sheriff Office Updates -- Undersheriff John Koch

- Thank you for the teamwork on the bylaws.
- We have been tracking STOP data for several years, which shows if we have any disparities in community members who are stopped. Will add the STOP Data presentation to the March agenda and share the presentation before hand.
- WCPOA Contract – The certified contract was completed and approved by the Board of Commissioners on Tuesday. Negotiations took longer than usual but resulted in a good outcome.
- The Sheriff and US Koch have been attending city council meetings to present the Sheriff's Office county-wide services and special teams. This is an opportunity to highlight the collaboration between cities and the county.
- Working on time, place and manner for houseless outreach and a policy. Working with city partners to ensure our policies are similar. Impacts the livability to ESPD. At a future meeting, we will bring in the team and discuss framework of plan started and policies.
- The Awards Committee has an open position. Time commitment is every other month for approximately an hour at 12:00. Your community input is valued. If interested, send Sharon Gray an email.
- Sharon Gray will be the admin for the ESPD Committee. Lori Larson is transferring to Training.

Patrol Updates -- Commander John Bennett

- WCSO hosted Active Threat training. Staff and outside agencies attended, and the training is held at the local schools when not in session. The committee will be notified of future Active Threat training if you are interested in observing.
- K9 Stark has retired due to a spinal injury. Handler, Deputy Akin, will be adopting Stark to let him live out his retirement.

- Promotions: Lt Lotman retired which led to a promotion for Lt Uglesich, who was promoted from sergeant. Lt Noffsinger moved from Patrol to Investigations.
- Attending a kickoff meeting on 1/5/23 to discuss the strategic plan for the Sheriff's Office.
- Budget: Will be reviewing the FY23/24 budget in the upcoming months. New county CFO, Greg Munn. Departments have been asked to identify cuts to the general fund in 4%, 7%, and 10% increments. This does not affect ESPD funding. At the 10% cut, we would lose staff and services would be affected.
 - There are openings on two budget committees in the county. Applications are due by 1/24/23. Melissa Laird emailed the link on 1/5/23.
- Management Analyst, Lisa Dehner, who is a part of our LET (Law Enforcement Technology) data group has been working to prioritize Patrol resources effectively and to set standards, practices, and workload.
- Spring shift rotation starting March 4, 2023. Shift bid will take place in January. Biddable spots will be at 98 FTE, down from 105 & 112 FTEs in the last two rotations.
- New Hires & Attrition – We continue to hire, but also continue to lose certified staff due to attrition (i.e., retirements, agency transfers, disciplinary reasons). Patrol currently has five openings.
- Tattoo policy:
 - Recommendations from Uniform and Appearance committee. Draft policy was sent to committee for review.
 - Current policy is no tattoos below the sleeve or above the collar.
 - We feel that we may be losing out on good candidates due to restrictive tattoo policies.
 - Discussion with committee and their input.
 - If anyone has ideas on changing the verbiage, please send to US Koch or Sharon Gray.

Open Forum/Miscellaneous:

- None

Chair Laird adjourned the meeting at 8:09pm.