

Minutes approved by Public Safety Advisory Commission on April 27, 2016

1. CALL TO ORDER

Meeting called to order by Chairman Nathan Seable at 7:33 am

Members Present:

Nathan Seable, Tim Rippe, Robert Mills, Tom Epler, Drue Garrison, and Anne Niven (arrived @ 7:57 am).

Members Absent: Glenn VanBlarcom and Mason Brown

Liaisons Non-Voting Representatives Present:

Guy Storms (arrived @ 7:34 am), Connie Potter, Nick Chan, and Councilor Ron Thompson.

Others Present:

Fire Chief Kinkade, Police Captain Kevin Ellingsburg (arrived @ 7:34 am), Sharon Cox, Kara Oliver and NewsTimes reporter Travis Loose.

2. INTRODUCTIONS

Self-Introductions were made.

3. CITIZEN COMMUNICATIONS

None at this time

4. APPROVAL OF MINUTES

There was a motion by Tim Rippe and a second by Tom Epler to approve the minutes from February 24, 2016 as emailed.

Motion Carried 6-0 VanBlarcom and Brown absent

5. ADDITIONS/DELETIONS

None

6. STAFF REPORTS

Police Department – Captain Ellingsburg stated that Chief Schutz attended the NW Leadership Seminar as a backup speaker.

Two officers have been released to solo status and Officer Adams will be attending the Academy. There is a conditional offer of employment currently in the works for one officer and another hiring process will begin on April 14th to

fill budgeted positions.

The Police Department has hired an outside investigator to assist with background checks.

Every police agency in Oregon and Washington are looking for more applicants and the pool is becoming smaller and smaller.

Fire Department – On March 6th, Firefighters from Cornelius and Forest Grove participated in the Seattle stair climb and raised \$17,000.

On March 1st, there was a structure fire on 17th Ave, where a technique called vent, enter search was used.

Forest Grove Fire and Rescue turned 122 years old on February 4th.

Capt. Buckingham and Lt. Murphy participated in Fire Service day at the State Capitol.

The Fire Defense Board has agreed to replace all SCBA's by 2021 as a region.

WCCA fees will increase 1.1% this year, which shows some stabilization.

Spring recruitment academy had their new orientation with twelve individuals attending.

City Council – Councilor Thompson requested a committee to be formed that will provide input by April 27th regarding marijuana open grow in industrial zones and light industrial zones.

Last night, at the City Council meeting, the vote was 3-4 to ban open grow, with a previous vote of 1-6. The Mayor requested recommendations regarding the issue from Economic Development and PSAC by the end of the month.

Results from a major town survey conducted in Colorado, Washington, and Washington County, OR shows that Forest Grove is the only location that currently permits marijuana open grow.

A local company, Via Systems, could lose 650 jobs if open grow is allowed, due to federal contracts.

Chairman Seable opened discussion to form a subcommittee. Tom Epler, Glen VanBlarcom, Tim Rippe, and Nathan Seable agreed to pursue the matter as a subcommittee.

At the last City Council meeting, due to the plastic bag ban, there was a vote to purchase reusable bags using funds from the Community Enhancement grant.

7. NEW BUSINESS

Standard of Cover/Fire Authority- Chief Kinkade will be bringing the Standard of Cover to the City Council to adopt by resolution this spring. The Standard of Cover document is used to assess community risks, baseline/benchmark of emergency response, and is used as a tool to help with strategic planning, station locations, future ISO ratings, etc.

The document includes our community risk assessment evaluation, identifies target hazards, evaluates our system performance, distribution and reliability.

Community assessment involves three things; overall community risk, building risk which involves an Occupancy Vulnerability Assessment Profile (OVAP), and target hazards (schools, residential care homes).

We are dependent on surrounding communities. The projected revenue and expenditures for the fire department is unsustainable for the City. A second station is needed (staffed with 6-9 firefighters). This would require a bond, as the General Fund cannot support this.

One of the final stages of the strategic plan is the station deployment analysis to address northern urban development in Forest Grove and continue monitoring system performance utilizing the Standard of Cover.

8. OLD BUSINESS

Update on Budget Preparation- On Thursday, Chief Kinkade will meet for budget preparation with the City Manager and Finance Director. After this meeting, Chief Kinkade can share more information regarding the budget for the new fiscal year.

Strategic Plan- Steps 1-3 have been done, which include enhancing bylaws, National Night Out, identifying department needs and work to enhance public

safety funding. The fourth step, new member orientation is in the works and the draft manual is done, with the final draft almost completed.

The fifth and final step, of the strategic plan, is long term planning (3-5 years). Chief Kinkade is unable to assist with this until Fall 2016 (October). Further discussion on this topic will occur at the next PSAC meeting.

9. **ANNOUNCEMENT OF NEXT MEETING** – April 27,2016

10. **ADJOURN**

The meeting was adjourned at 9:04 am.

Recorded & submitted by Kara Oliver, Administrative Assistant