



**CALL TO ORDER** Paul Janssen – 9:01 a.m.

Members present: Caryl Gibson, Judy Osborne (via phone), Steve Amsberry

Members Absent: Julie Emry-Dougherty, Carl Burnham, Rosemary Norton

Others present: Chief Kelley, Sgt. Schulz

Others Absent: Lori Steintal

### **Approval of the April 20, 2017 Meeting Minutes**

*Resolution:* Caryl Gibson moved that the April 20, 2017 meeting minutes be approved, as presented, seconded by Judy Osborne; unanimous.

### **I. FINANCIALS – Janssen**

*Resolution:* Caryl Gibson moved that the April financials be approved as presented, seconded by Steve Amsberry; unanimous.

### **II. COMMITTEE REPORTS**

None

### **III. CHAIR'S REPORT – Janssen**

None

### **IV. CHIEF'S REPORT – Chief Kelley**

#### **A. Personnel**

One of our officers is looking into having some voluntary surgery done which will take him out for approximately 6 weeks. Has been working on this for months and has run into delays due to insurance requirements. We will be a little short coming into the summer months. Paul and the Chief have discussed the possibility of bringing on some temporary help. Chief has reached out to a few people, possibly Dennis Engle (past Sgt. with BBRPD). We also have three people off, two during the eclipse, one coming back the Friday before the eclipse. This will be a significant burden on the department. We have enough room in the budget to set aside \$4K or \$5K for a part time person to help out. Caryl Gibson asked about the BBRC Eclipse meeting Sgt. Schulz attended and asked for a summary. Chief offered to have Rob go over what was discussed in the meeting with the Board. Chief does not believe there is any special preparation the Board needs to do. Chief doesn't think the Ranch will be the focal gathering point for the eclipse event. Caryl feels people gathering to hike Black Butte and Jefferson will be here on the Ranch. Both Caryl and Steve have heard all the rentals on the Ranch are full during the eclipse time. All Central Oregon will be impacted. Both Sgt. Schulz and Chief feel the Ranch is a bit behind the curve in preparing for the eclipse because they are only just starting (availability of port-o-potty, tents, etc.). It is important to get the word out to prepare, suggesting a week prior to do food shopping, fuel in your cars. Chief sees less problem on the Ranch than potentially on HWY 20. Chief has blacked out any employee time off (Wed through Wed). Our department has also been asked to help with a few other operations during the eclipse timeframe that would impact the department even more, it would be great for our officers to be able to support our partners so he is trying to make this happen.

*Sgt. Schulz came into the meeting to address some of the boards questions regarding the eclipse meeting:* Caryl asked what the Ranch is doing and what the Police responsibility is during this event. Sgt. Schulz explained the departments responsibility is the safety and security of the homeowners & guests. The Police will also be monitoring parking by the ballfield and any other areas the Ranch opens for over flow parking and making sure the roads remain open for emergency vehicles. There is also a wedding taking place on the eclipse day, which will add to the number of people on the Ranch. The Ranch is looking at restricting access to the Ranch by checking vehicles coming in to make sure they are registered guests or homeowners. The Ranch is also setting up tents on the ballfield to offer water, selling t-shirts, glasses and possibly pot-o-potties. They are also considering putting tents up at all other ranch access points to restrict access. The BBRFD will have a first aid tent set up at the ballpark in the event of any heat/alcohol related emergencies. They will be running a double crew that day to insure they have adequate staffing for the day. Some Ranch employees and one of the PD's employees will be parking personal trailers out at Section 5, so that they do not have to commute during this time. Fuel is available for both the Police & Fire departments. We will have vehicles parked around the Ranch. Ranch facilities will make sure the grass is cut down in all the areas that will be used for parking to reduce fire hazards. The Ranch is supposed to also be getting information out to homeowners on Channel 3 and flyers in the PMB's. Also going to discuss our evacuation policies to make sure the plan is fresh on everyone's minds. Paul asked if there were any special plans that need to be taken, the week prior to the event. Rob reviewed possible shift changes (lengthen some shifts) and the possibility of bringing on some temporary help. Another concern that came up, is the potential of people camping in the woods (due to the of the lack of hotel availability) and coming onto the Ranch. The PD will be monitoring that also.

**B. Activity Report**

- A. STATs are in line with this time of the year.
- B. There have been a series of motor vehicle accidents around Black Butte. Two fatal accidents on HWY 20 & HWY 242, a head on right outside of Sisters (non-fatal). Two drug/intoxicated crashes we responded to. Also, discussed texting/distracted driving.

**C. Equipment**

- A. The evidence lockers should be arriving in about 3 weeks. We are working through some connectivity problems with the evidence computer and the computers in the Sgt's office.
- B. Looking at possibly making some IT support changes. We are talking with 9-1-1 about possibly taking our department (along with a few other smaller agencies) under their IT support umbrella. This would be a new position within 9-1-1.

**D. Training**

- A. The department has over 100 hours of training. Our department continues to utilize our online training and training with Bend. Bend is significantly short on officers, almost 30% down in personal. DCSO is also under staffed. It is very difficult to hire due to the negativity in the press and the number of officers being killed in the line of duty. This is effecting departments across the country. This was discussed in depth at the Chief of Police Conference this past year.

**E. Misc.**

- A. This week is National Police Week. The Chief wrote an article explaining Police Week that will be on the website. Tuesday morning local departments meet at Brooks Park in downtown Bend to acknowledge fallen officers. At the end of the ceremony and by the end of the short ceremony there had been three officers killed that morning in the US. The Black Butte PD is not really affected because we have the ability to hire retired officers and our job is very different here on the Ranch.
- B. Naloxone training has been completed by all the department officers. This can reverse the effects of an opiate overdose. The Fire Dept. also carries the medication. Paul asked about marijuana on the Ranch, there was one complaint over the weekend that some juveniles snuck into someone else's hot tub and the RP could smell marijuana. We were not able to find them. Chief thinks it could possibly be related to the Lacrosse tournament in town. Chief explained that basically, if you are smoking marijuana you need to be inside your home.

- C. The department is rolling out their community education class schedule for the summer & fall. We will be offering the AARP Safe driving class, Fraud protection class, Concealed Handgun class, First Aid/CPR class. Chief is also considering possibly having the Crime Lab coming back out in the Fall and a Dementia Recognition training class, another Bike Rodeo. Tri is also coming up on July 2<sup>nd</sup>.

**V. OLD BUSINESS – Janssen**

- A. County Commissioner’s Luncheon is next month on June 22<sup>nd</sup>. The board meeting will be the same day prior to the luncheon.
- B. Carl Burnham has agreed to serve one more term. Paul asked if the Deschutes County has been notified? Chief will confirm with Lori.

**VI. NEW BUSINESS**

- A. The Chief just finished up the Annual Report. It will be posted on the PD’s website and fb. Copies will be placed at the post office.
- B. Large response in our Community Response program, we have had many new people sign up over the last month.
- C. There will be a meeting on May 20<sup>th</sup> for new homeowners. If the Chief wants to put something together outlining all the services the PD offers on a regular basis, it needs to be done soon and given to Christy.

**VII. CALENDAR**

**VIII. PUBLIC COMMENT**

None

**IX. NEXT MEETING DATE**

June 22, 2017

**X. ADJOURNMENT**

Meeting adjourned at 9:51

<p><b>Next Meeting Date: Thursday June 22, 2017 Time 10:00 a.m.</b></p>
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