



CALL TO ORDER Curtiss Abbott – 9:03 a.m.

Members present: Clark Brody, Carl Burnham (via phone @ 9:16), Caryl Gibson, Rosemary Norton

Others present: Chief Kelley, Lori Steinthal

Approval of the January 21, 2016 Meeting Minutes

Resolution: Clark Brody moved that the January 21, 2016 meeting minutes be approved, seconded by Caryl Gibson; unanimous.

I. FINANCIALS – Brody

Clark Brody suggested, as it pertains to the financial process, the board consider taking advantage and utilizing other board member(s) skill sets.

Resolution: Rosemary Norton moved that the January financials be approved as presented, seconded by Caryl Gibson: unanimous.

II. COMMITTEE REPORTS

None

III. CHAIR’S REPORT - Abbott

A. Signed Union contract is in place (copies given to all board members). Carl Burnham suggested that Curtiss write a script of the negotiation process to define the steps in the process for future board members.

B. Curtiss also committed to review the BBRPD Board Member Handbook to make sure it is up to date. Curtiss spoke to Paul Janssen regarding the possibility of returning to the board in June. Paul was open to rejoining the board. Caryl had a brief conversation with Steve Amsberry regarding joining the board, but did not get a commitment from him. Clark Brody will also contact Steve and discuss possibly joining the board.

IV. CHIEF’S REPORT – Chief Kelley

A. Personnel

A. The new schedule is in effect. It has provided a nice overlap between shifts and has helped with scheduling training.

B. Mitch Elliott is out with an injury. The department has been able to cover nicely with the current schedule.

B. Activity Report

A. Chief reviewed his new STATs format. There are some new categories and definitions to specific call types. During the summer months there will be some additional categories added to the list.

C. Equipment

A. Chief reviewed the County radio project. Our department is in a good position with our current radios. We will have to fund approx. \$400.00 per radio for the upgrade. This cost has been taken into consideration in our future budget.

- B. Chief looking into purchasing simulation weapons (used in training). This would come out of 2016/2017 Budget.

D. Training

- A. The department is at 150 training hours in January alone. We participated in DT training with DCSO. Completed Firearms training & Active Threat training this month.
- B. Sgt. Schulz & Officer Vuylsteke also attended instructor training.
- C. The department signed up with a new video training program; Police Academy 1. The new program is much more user friendly and has the ability to assign specific training, track training progress and completion dates.
- D. The department will also continue with DTB which is 7 hours per officer per month.

V. OLD BUSINESS – Abbott

- A. Chief confirmed the Budget committee is made up of 6 members (3 County Commissioners & 3 BBR committee members). Budget meetings do not need to be posted. Dave Sullivan is currently not an active participant due to health issues, but will remain as a budget committee board member on paper.
- B. Rosemary Norton asked about the \$875K ending balance in the budget. Discussions regarding the use of the full Levy amount also came up. Carl Burnham suggested the members of the budget committee be invited to our next board meeting any discussions be held off until then. Chief also suggested possibly having Wayne Lowry attend a meeting to share his philosophy on the Levy questions.
- C. 9-1-1 Tour needs to be rescheduled. Board would like to reschedule for some time in May.
- D. The board decided to formally support the *Speak Your Peace* initiative and voted on a resolution.
- E. The board decided to move forward with a Board/Employee/Spouse dinner at The Lodge. The board will personally cover the costs for each of the employee spouses. Lori will work on scheduling the dinner prior to June.

Resolution

2016-02-18: Rosemary Norton moved that the board approve to endorse the *Speak Your Peace* initiative as presented, seconded by Caryl Gibson; unanimous

VI. NEW BUSINESS

Carl Burnham suggested shrinking the number of board members from 7 to 5. This would make it easier to reach a quorum for meetings. The board decided to table this discussion for a later time.

VII. CALENDAR

Lori to schedule the annual luncheon with the Deschutes Co. Commissioners in June.

VIII. PUBLIC COMMENT

None

IX. NEXT MEETING DATE

March 17, 2016

ADJOURNMENT

Resolution: Curtiss Abbott moved that the meeting be adjourned.

Meeting adjourned at a.m. 10:16 a.m.

**Next Meeting Date:
Thursday March 17, 2016
Time 9:00 a.m.
Location: The Admin. Bldg.**