



**CALL TO ORDER** Paul Janssen – 9:00 a.m.

Members present: Rosemary Norton, Judy Osborne, Steve Amsberry

Members Absent: Julie Emry-Dougherty, Carl Burnham, Caryl Gibson

Others present: Chief Kelley, Lori Steinthal

Others Absent:

### **Approval of the June 30, 2016 Meeting Minutes**

*Resolution:* Rosemary Norton moved that the June 30, 2016 meeting minutes be approved as presented, seconded by Judy Osborne; unanimous.

#### **I. FINANCIALS - Norton**

89% of budget at 12 months. Discussed the 3 categories of the department's budget; M&S, Personnel & Capital. Dues & Subscriptions, Legal cost and Overtime were three areas that we had some major expenditures in.

*Resolution:* Judy Osborne moved that the June financials be approved as presented, seconded by Steve Amsberry; unanimous.

#### **II. COMMITTEE REPORTS**

Chief reported his findings on Budget Committee Board members and found nothing restricting one of the Managing Board Members also sitting on the Budget Committee Board. Paul thought there could be a conflict and asked Lori to check with the county.

#### **III. CHAIR'S REPORT - Janssen**

Paul is pleased to be back on the board and is looking forward to working with the board members. He expressed his appreciation for the Police Department and asked, given all that is going in the world, that all board members be positive and supportive to the officers.

#### **IV. CHIEF'S REPORT – Kelley**

##### **A. Personnel**

- A. No personnel changes to mention.
- B. Most agencies have a "no vacation" policy during the summer months, but we don't do that and really try to accommodate everyone's requests.

**B. Activity Report**

- A. Chief worked with Judy specific areas to show on the STATs report. If there is something specific that any member would like to see measured, Chief would be happy to add it to his report.
- B. Activity on the Ranch is up. Very normal for this time of year.

**C. Equipment**

- A. A new car is on order (Board approved purchase last month) to replace the Chief's current vehicle.
- B. 2015 Ford Explorer is in the shop having new breaks put on. Will cost approx. \$1500.00
- C. Two vehicles will be pulled off line; Charger and the Impala.
- D. Speed Dolly is being used around the Ranch.
- E. Three mobile radios will need to be purchased and a flash upgrade will be required on all existing radios @ approx. \$900.00 each. All this has been taken into account on our current budget.

**D. Training**

- A. Training hours will be less in July & Aug so that officers can maintain a presence on the Ranch.
- B. Bike Patrol STATs for June were 62 hours. Logged 310 miles so far this summer on bikes.
- C. Judy Osborne asked how the new Lidar was working. Chief has had positive feedback from the officers. He also explained the difference between the Radar vs the Lidar. The Lidar unit was purchased with Grant (which we pay for up front) and we need to demonstrate the # of hours used in order for us to receive reimbursement.

**E. Miscellaneous**

- A. Chief discussed the difference between a UTC and a Ranch citation

**V. OLD BUSINESS – Janssen**

- A. SDAO training scheduled for 9/29 will start at 9:00 with the normal board meeting immediately following the training.
- B. 9-1-1 tour needs to be rescheduled. Lori and Chief to work on.
- C. Lori reviewed the M.E.R.P. plan and how it differs from the VEBA plan. The board voted on funding the M.E.R.P. plan last month, the Chief asked for some guidance from the Board on how much to fund (it was approved in April to fund the plan up to \$8,000.00). Chief will keep the plan between \$1K and \$2K. The Board was comfortable with that amount.

**VI. NEW BUSINESS**

- A. Paul discussed the recent interest in "Take Home Vehicles". Currently the Chief and Sgt. each have a take home vehicle. They are not used for any personal use and allows the Chief and especially Sgt. Schulz to get to the Ranch in the event of an emergency, if they are off duty, very quickly. Most every Chief in the state of Oregon is issued a take home vehicle, as part of their compensation package. If the car is used for personal use (which neither of the department are) it must be reported and taxed. Our department is not doing anything out of the norm, but Paul would like our policy on take home vehicles reviewed and all board members are clear on how the policy reads. Carl Burns and Dave Doyle (Deschutes Legal Counsel) are currently reviewing our policy and will provide feedback. More discussion will take place among the board members once the policy review is complete.

- B. Lori reviewed a recent public records request from American Transparency
- C. Paul will not be in town for the scheduled August 18<sup>th</sup> meeting and requested that the August meeting be held on August 25<sup>th</sup>.

**VII. CALENDAR**

SDAO training scheduled for 9/29 and Audit is tentatively scheduled for 9/6

**VIII. PUBLIC COMMENT**

No public in attendance.

**IX. NEXT MEETING DATE**

August 25, 2016

**ADJOURNMENT**

*Resolution:* Paul Janssen moved that the meeting be adjourned.

Meeting adjourned at 10:14 a.m.

**Next Meeting Date:  
Thursday August 25, 2016  
Time 9:00 a.m.**