



CALL TO ORDER Curtiss Abbott – 9:06 a.m.

Members present: Clark Brody, Caryl Gibson, Rosemary Norton, Judy Osborne, Carl Burnham (via phone), Julie Emry-Dougherty (via phone)

Members Absent:

Others present: Chief Kelley, Lori Steinthal

Others Absent:

Approval of the April 21, 2016 Meeting Minutes

Amend COLA resolution to read: “Judy Osborne moved that the March 17, 2016 agenda be modified to add COLA increases for the Chief’s administrative assistant to the agenda, seconded by Caryl Gibson; unanimous”

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

I. FINANCIALS

Resolution: Clark Brody moved that the April financials be approved as presented, seconded by Caryl Gibson: unanimous.

II.COMMITTEE REPORTS

Nothing to report.

III. CHAIR’S REPORT - Abbott

The 9-1-1 permanent tax rate passed. All Black Butte homeowners support is appreciated. The board would like to send Steve Reinke a “thank you” letter.

IV. CHIEF’S REPORT – Chief Kelley

A. Personnel

- A. Mitch Elliott will be staying with BBRPD, as he was not selected for the Jefferson County position. This is a positive for the department.
- B. Steve Vuylsteke has submitted his application to join the CERT team.
- C. Chief has changed Lori’s title to Executive Assistant to the Chief of Police/Records Manager/LEDs Rep

B. Activity Report

- A. Officer Elliott has expressed interest in taking a truck inspection class. Curtiss Abbott does not think the purpose of the BBRPD is to do truck inspections and felt the perception on the ranch would not be positive. Chief did mention the department currently writes speeding citations for cars and trucks. He also mentioned that ODOT pays approximately \$200.00 for every inspection. He encouraged each board member to do a ride along with an officer.
- B. The Chief is participating (along with two other employees) in this year's Torch Run. This will be the 3rd year and he would like to raise \$5K for the Special Olympics. He will write an article for the Chief's Corner and also give Clark a summary to present to the homeowners at the annual homeowner meeting. Chief will also contact the Special Olympics to inquire about any marketing props they may have that we could use.

C. Equipment

- A. The department is looking at purchasing some training equipment in June.
- B. Mobile radios will need to be replaced in the next 6 months (will come out of next year's budget). With the levy being passed, this will help the department with maintenance costs. We currently pay approximately \$12-\$13K per year. We will no longer be assessed these charges.
- C. The Charger & 2004 Impala will be put on PropertyRoom.com for sale. We will replace one of the cars with a Ford. Chief will review with Curtiss and Carl prior to the purchase of the new vehicle.

D. Training

- A. The department completed approximately 300 hours of training last month. We participated in the "Active Shooter" training at the Redmond Airport. Although the department will continue to do internal training, the Chief's goal is to focus on more diversified trainings with other agencies.
- B. The department is now using Police1 for online training. Much better tracking for assignments and test taking. Very well developed and very pleased so far with the video training. The department is also upgrading our internal training records documentation.
- C. Considering hosing a "Fraud" Class. Date TBD

V. OLD BUSINESS – Abbott

- A. Review of the County MOU was completed by the BBRPD board.
- B. COLA Increases – The board agreed they needed to come to a consensus on how to handle moving forward. Some areas that need to be decided upon; union vs non-union COLA increases, should they be the same for all employees, how do we handle employees who are not at/or at top of scale? The board agreed the process needs to be studied more in depth and that the Finance Committee should be involved and make recommendations to the board, who has ultimately will make the decision. A policy should be put in place on COLA increases and how the increases relate to all employees. Chief was asked to put together more comprehensive comparable list to be presented to the Finance Committee for review.

VI. NEW BUSINESS

- A. The Board agreed to leave authorized signature expenditures as is.
- B. The Board voted on two new board members to fill the two seats (#5 & 6) currently held by Curtiss Abbott and Clark Brody, both terms expiring June 30, 2016. Both Steve Amsberry & Paul Janssen were accepted as new board members. A Thank You letter will be sent to the third candidate, Michael Gemmett. Discussed passing Michael's name onto the Budget Committee, who may have an open board position.
- C. Need to invite the new board members to the June 30th County Commissioners Luncheon.
- D. Rosemary Norton mentioned the BBR HOA Garage Sale that will be taking place the same day as the Triathlon. Her concern is the traffic and requested the presence of a patrol car on McAllister. The department will have a car available.
- E. Caryl & Lori discussed the Grant request for the Drug Drop Off Box

Resolution: 2016-05-19(1): Clark Brody moved that Paul Janssen be nominated to fill Position #5 on the BBRSD Managing Board. Seconded by Rosemary Norton; unanimous.

Resolution: 2016-05-19(2): Judy Osborne moved that Steve Amsberry be nominated to fill Position #6 on the BBRSD Managing Board. Seconded by Caryl Gibson; unanimous.

VII. CALENDAR

VIII. PUBLIC COMMENT

No public in attendance.

IX. NEXT MEETING DATE

June 30, 2016

ADJOURNMENT

Resolution: Curtiss Abbott moved that the meeting be adjourned.

Meeting adjourned at 10:24 a.m.

**Next Meeting Date:
Thursday June 30, 2016
Time 10:30 a.m.**