



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

Members present: Caryl Gibson, Judy Osborne, Steve Amsberry, Rosemary Norton

Members Absent: Carl Burnham, Julie Emry-Dougherty

Others present: Chief Kelley, Lori Steinthal

Others Absent:

### **Approval of the September 29, 2016 Meeting Minutes**

*Resolution:* Judy Osborne moved that the September 29, 2016 meeting minutes be approved as presented, seconded by Caryl Gibson; unanimous.

#### **I. FINANCIALS**

Reviewed several MasterCard expenses and Lori explained the “inactivity fee” from BOTC.

*Resolution:* Judy Osborne moved that the September financials be approved as presented, seconded by Caryl Gibson; unanimous.

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

None

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

Paul and Chief Kelley met with Curtiss Abbott on Monday 10/17 and presented him with a plaque and a letter from the Deschutes County Commissioner’s, thanking him for his many years of service.

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

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

No issues or changes

##### **B. Activity Report**

- A. Activity is in line with what we typically see in the Fall. Numbers are beginning to decline.
- B. UTC’s (traffic citations) are mainly issued on the highway. We have issued 156 citations and 20% are issued for speeding at 95 MPH and over. Our department averages 1 to 2 DUI’s a year, which is very low but pretty accurate for our location. Reviewed the definition of a “Warning”.

**C. Equipment**

Continuing negotiations with MOT on radios. They have offered a two-tiered pricing proposal, based on agencies transitioning to 100% Motorola or a mixed inventory. Our department has some Motorola and some Harris radios. Looking at the numbers to determine if we upgrade our current MOT radios or purchase new Harris radios. Funds for either choice have been allocated in our current budget. A decision should be made by the end of this month.

**D. Training**

- A. Department has logged 127.5 hours just for September. We are averaging 125 hours per officer. State requirements are 84 hours over a 3-year time.
- B. We are continuing to train with other agencies. Scheduled for firearms training with Bend PD in addition to doing our own department firearms training.
- C. Department is continuing with DTB's, currently focused on our Policy Manual with some scenario based questions/test.
- D. Entered into a contract with PoliceOne for online training. Very happy with the training.
- E. Chief is looking into possible grant money for the purchase of Naloxone which is used to treat a narcotic overdose in an emergency situation. Naloxone blocks or reverses the effects of opioid medication. Naloxone is used by Police and First Responders. He would like to equip every car with Naloxone and provide training for the officers.

**E. Misc.**

- A. Glass in the Lobby area and the glass door have been laminated with an application that strengthens the glass (not bullet proof).
- B. Several annual inspections coming up (some are "surprise" inspections).
- C. Chief shared several "Challenge Coins" that Officer Vuylsteke has been working on. These coins are very popular among different departments (more so that exchanging agency patches). The cost is approx. \$300.00 for 100 coins. The coins would be shared with other agencies, the board members and civilians.
- D. PERS contribution rates will be increasing in 2017 (2017 – 2019 rates). Currently we pay 13.87%, which will increase to 17.61%. In addition, the department pays the employee's portion (6%). For the two years (2017 – 2019) we will be at a rate of 23.61%. Per the contract, the service district will pay up to 25%, if PERS increases above the 25% mark, the employee will be required to pay a portion of their 6% contribution, up to 31%.

**V. OLD BUSINESS – Janssen**

- A. Take Home Vehicles – The board was given a "draft copy" of policy language that Dave Doyle (Deschutes Co. Legal) and Carl Burnham have reviewed. Paul asked the board to read over the policy and be comfortable with the policy. He would like to discuss as a group once everyone has had a chance to read through the draft.
- B. Audit Draft – Rosemary has a few questions on some of the numbers (Net totals from 2014 to 2015, difference of -204K). Lori will schedule a conference call with Rosemary & EideBailly to get an explanation.
- C. 9-1-1 tour date is 11/17. Chief spoke with Rodger Gabrielson, who is going to ask the FD Board members if any of them are interested in joining us.

**VI. NEW BUSINESS**

None

**VII. CALENDAR**

**VIII. PUBLIC COMMENT**

No public in attendance.

**IX. NEXT MEETING DATE**

November 17, 2016

**ADJOURNMENT**

*Resolution:* Paul Janssen moved that the meeting be adjourned, seconded by Caryl Gibson; unanimous

Meeting adjourned at 10:00 a.m.

**Next Meeting Date:  
Thursday November 17, 2016  
Time 9:00 a.m.**