



TROUTDALE POLICE DEPARTMENT

"Committed to policing excellence through proactive service and professionalism"

AGENDA

**City of Troutdale
Public Safety Advisory Committee**

**City Conference Building
223 Buxton Troutdale, OR 97060
Thursday April 7, 2011 7:00 p.m.**

Phone Numbers

Emergency – 911

*Non-Emergency to Report
Incident or Crime
(503) 823-3333*

Business Office

Ph: (503) 665-6129

Fax: (503) 669-0875

Business Hours

8:00 am – 5:00 pm
Monday – Friday

VALUES

Compassion

Courage

Respect

Integrity

Excellence

Service

- I. Roll Call**
- II. Public Comment**
- III. Approve Minutes of March 3, 2010**
- IV. Review PSAC 2011 Goals**
- V. Police Facility Update**
- VI. Police Facility Project Public Comment**
- VII. Closing Comments**
- VIII. Adjourn**

The meeting location is wheelchair accessible. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Teresa Troutd at 503-665-6129 Ext. 2232.

Notes from the Troutdale Public Safety Advisory Meeting, Held March 3, 2011

1. Chief Anderson called the roll at 7:00 PM.
 - a. Present: Mike Goss, Chief Anderson, Jerry Stitzel, Tori LeMans-Beason, Robert Taylor, Bill Flynn, Tina Tebbens, Bob Adams.
 - b. Absent: Justin McCauley, Jason Gates, Jorgan Shaw
2. General Public Comment: none; no members of the public were present.
3. The minutes of our February 3rd meet were approved with a misspelling. Mary Ann Daoust should be Marianne Daoust in seconds II, VI and VII.
4. At 7:03, we began reviewing the PSAC goals:
 - a. Item 3: Now that we have had our March meeting, it is time to prepare the quarterly progress report to the City Council and City Manager.
 - b. Item 4: Note: The Wood Village National Night event will be held July 15th. The Troutdale National Night Event will be held August 2nd.
 - c. Item 6: On April 23rd, TPD will host a combined Neighborhood Watch and Code Enforcement meeting.
 - d. Item 7: Robert Taylor will have more to report on the Strategic Plan at our April meeting.
 - e. Item 8: Tina reported that John Leamy (Chamber of Commerce) gave her a vendor application for our proposed tent at Summerfest. Bob Adams and Tori LeMans-Beason will help Tina plan our participation at Summerfest.
 - f. New Item 9: Produce the 2012 Troutdale Police Department Awards Banquet. Due date: February 22, 2012. Bill Flynn will lead this goal. All of us are members responsible for this goal.
5. At 7:23 PM, Chief Anderson stated that the City hired Paul Frankenburger as Project Manager for the new police facility.
6. No members of the public attended our meeting, so no one spoke for agenda item VI.
7. At 7:24 PM, we went around the room to offer closing comments.
8. At 7:37 PM, we adjourned.

Prepared by Mike Goss on March 6th and approved by the PSAC on _____

City of Troutdale Public Safety Advisory Committee 2011 Goals

GOAL	ASSIGNED	DELIVERABLE OUTCOME	DUE
<p>1. Add a Proactive Crime Analysis Function</p>	<p>Chief, Sgt. Shrake, Jerry Stitzel, Jason Gates, Tori LeMans-Beason</p>	<p>Implement Crime Analysis</p>	<p>February 18, 2011</p>
<p>1/6 A grant has furnished the funds to hire a person for the Crime Analyst position. 3/6 Teresa Troutd was hired and now training with the software consultant.</p>			
<p>2. Produce the TPD Recognition and Awards Ceremony</p>	<p>Chief, Sgt. Kaer, Bill Flynn, Jorgan Shaw, Tina Tebbens, Justin McCauley</p>	<p>Conduct Ceremony</p>	<p>Complete</p>
<p>1/6 Mike will call Sgt. Kaer Monday afternoon to obtain the content for the printed program. Mike and Jerry will print it in Jerry's office. 2/3 PSAC members will show up early to welcome guests. The sponsor is taking care of the site, food and beverages 3/6 The awards Ceremony and banquet was successful and well received by all Date and location secured for next year</p>			
<p>3. Report PSAC Goals to Troutdale Mayor, City Council, Dept. Directors</p>	<p>Melody Thompson, Mike Goss</p>	<p>Quarterly Summaries Distributed</p>	<p>March, June, September, December 2011</p>
<p>1/6 Quarterly reports are distributed to the Council by Melody, The quarterly progress report to the City Council and City Manager is working well, thanks to Melody's efforts. 3/6 March will be distributed by Teresa Troutd this month before April meeting- completed</p>			
<p>4. a) Produce National Night Out Event</p>	<p>Jason Gates, Justin McCauley, Tori LeMans-Beason, Jorgan Shaw, Bill Flynn</p>	<p>Produce a schedule of events; Assist at event</p>	<p>Wood village -July 2, 2011</p>
<p>1/6 Jason will report on his progress next month. Jason and Jorgan praised the efforts of Dana Fuller in producing previous years' National Night Out events. 2/3 There is new leadership in Wood Village and Jason will talk with them and report back at next meeting. 3/6 Date clarification for the actual events</p>			
<p>b) Troutdale National Night Out Event</p>	<p>Jason Gates, Justin McCauley, Tori LeMans-Beason, Jorgan Shaw, Bill Flynn</p>	<p>Produce a schedule of events; Assist at event</p>	<p>Aug. 2, 2011</p>
<p>5.Coordinate the 2011 Christmas Toy Drive</p>	<p>Jorgan Shaw, Bob Adams, Tina Tebbens, Jason Gates, Jerry Stitzel, Justin McCauley</p>	<p>Toys delivered to Snow-Cap</p>	<p>December 20, 2011</p>
<p>1/6 Jorgan reported the progress of the 2010 Toy Drive: 137 barrels of toys (87 barrels in 2009); \$1,700 cash (\$1,000 in 2009); Jorgan wants to mobilize for last-minute needs in 2011, needs that public service agencies aren't equipped to serve.</p>			
<p>5. Recruit Neighborhood Watch Block Captains & conduct Block Captain Training</p>	<p>Bob Adams, Tori LeMans-Beason, Sgt. Joel Wendland</p>	<p>6 Block Captains signed up; training conducted with all Block Captains</p>	<p>December 2011</p>
<p>1/6 Bob Adams reported that we are on target for 6 Block Captains. Training will be scheduled for the clock captains. A volunteer called to assist. 3/6 On April 23rd, TPD will host a combined Neighborhood Watch and Code Enforcement meeting.</p>			

6. Revise the Troutdale PD Strategic Plan	Chief, Melody, Bob Taylor	Plan Revised	December 20, 2011
1/6 Work is underway. It will be documented by Chief Anderson for reporting at a future PSAC meeting.	3/6 Robert Taylor will have more to report on the Strategic Plan at our April meeting		
7. Plan for a presence at this year's Summerfest Event	Tina Tebbens, Jerry Stitzel, Bill Flynn	Tent or booth to promote Neighborhood Watch, hand out maps, etc. develop other possible	July 16, 2011 Parade starts at 11am
3/6 Tina reported that John Leamy (Chamber of Commerce) gave her a vendor application for our proposed tent at Summerfest. Bob Adams and Tori LeMans-Beason will help Tina plan our participation at Summerfest.			
3. Produce the TPD Recognition and Awards Ceremony	Chief, Sgt. Wilkerson, Bill Flynn, Jorgan Shaw, Tina Tebbens, Justin McCauley	Conduct Ceremony @ McMenamins	February 22, 2012
3/6 Bill Flynn will lead this goal. Sgt. Wilkerson will replace Sgt. Kaer from the PD. All PSAC members will be responsible for this goal.			

NOTE: Updates to the Goals are sent to the Mayor, City Council and Department Managers each quarter by Police department staff.