

The Pullman City Council welcomes you to tonight's meeting. The Council appreciates and encourages public participation. For regular agenda items, an opportunity for public comment is usually provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations will be placed on the time allowed for comments. Citizens wishing to comment on business which is not on the agenda will be provided the opportunity to do so under NEW BUSINESS. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" on the public information table in the City Council Chambers. Thank you for your interest in City government.

A. Roll Call: _____Francis Benjamin _____Barney Waldrop
 _____Keith Bloom _____Nathan Weller
 _____Ann Heath _____Pat Wright
 _____Bill Paul

B. Announcements

C. Reports

2007 Police Department Annual Report
Riverwalk Parking Permit Report

D. Consent Agenda

The items listed under the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by Council action.

Motions

1. Dispense with the reading of the minutes of the regular meeting of August 26, 2008, and approve them as submitted.
2. A motion to approve Accounts Payable Checks, Payroll Checks, and Electronic Transfers for September, 2008.
3. A motion to accept as complete Contract No. 08-15, High School Tank Exterior Painting.

4. A motion to accept as complete Contract No. 08-04, Decant Waste Facility.
5. A motion authorizing the execution of a contract with Washington State University entitled "Agreement Pertaining to Determination of Stormwater Permit Compliance Requirements and Stormwater Permit Compliance Planning".
6. A motion to amend an agreement with the Pullman Chamber of Commerce for services related to tourist and convention promotion.

Resolution

7. Resolution No. R-82-08 - A RESOLUTION AUTHORIZING THE EXECUTION OF AN ENGINEERING SERVICES AGREEMENT BETWEEN THE CITY OF PULLMAN AND THOMAS, DEAN & HOSKINS, INC. FOR THE PURPOSE OF PROVIDING DESIGN SERVICES FOR IOOF CEMETERY IRRIGATION SYSTEM PROJECT.

E. Regular Agenda

Ordinance

8. Ordinance No. 08-15 - AN ORDINANCE ACCEPTING A RESTRICTED MONETARY DONATION FROM THE FRIENDS OF NEILL PUBLIC LIBRARY TO THE CITY OF PULLMAN FOR THE NEILL PUBLIC LIBRARY PATIO AREA EXPENDITURES.

Resolution

9. Resolution No. R-83-08 - A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF PULLMAN AND WASHINGTON STATE UNIVERSITY FOR THE PURPOSE OF ESTABLISHING A UNIVERSITY DISTRICT.

Motions

10. A motion to authorize the payment of \$1,000.00 as the City of Pullman's financial contribution to the 4th Annual Palouse Basin Water Summit scheduled for October 7 of this year.
11. A motion to authorize covering the downtown sidewalk plaques with traction tape during the winter months.

F. New Business

Members of the public may bring items of new business to the attention of the Council under this agenda item. However, we strongly encourage advising the Mayor or City Supervisor of your intention prior to the meeting to ensure the item is properly an item of new business and, if not, if the matter could be addressed in some other manner.

G. Tentative Council Agenda for September 16, 2008
Schweitzer Engineering Lab Presentation
Discussion on Housing Issues
Discussion on Certified Local Government Program

Tentative Council Agenda for September 23, 2008
Pullman Performing Arts Pavilion Presentation
Adopt 2009 Budget Schedule
Master License Service Contract

Tentative Planning Commission Agenda for September 24, 2008
No business scheduled at this time

Tentative Board of Adjustment Agenda for September 15, 2008
Setback Variance Application on Williams Drive

THE COUNCIL CHAMBERS ARE ACCESSIBLE TO PERSONS WITH DISABILITIES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS, SHOULD CONTACT THE FINANCE DEPARTMENT BEFORE 5:00 P.M. THE MONDAY PRECEDING THE COUNCIL MEETING. THE FINANCE DEPARTMENT IS LOCATED ON THE FIRST FLOOR OF CITY HALL, 325 SE PARADISE STREET, PULLMAN, WA 99163. TELEPHONE NUMBER 338-3209 or 338-3208, FAX NUMBER 334-2751, ADD NUMBER 7-1-1.



CITY OF PULLMAN

Police Department

260 S.E. Kamiaken, Pullman, WA 99163

Police Business (509) 334-0802 Police Fax (509) 332-0829

<http://www.pullman-wa.gov/departments/police>

PULLMAN POLICE DEPARTMENT

2007

ANNUAL REPORT

SIGNIFICANT EVENTS

➤ **Top of China Civil Trial**

On January 8 the Civil Trial on the class-action lawsuit against Sergeant Hargraves, Officer Heroff and Officer Harris started in early January. The basis for the lawsuit stemmed from a September 8, 2002 fight at the Top of China restaurant wherein the defendant officers used fog pepper spray to stop the fight involving a large number of persons. On February 8 a federal jury returned a defendants verdict dismissing all claims of excessive force, racial discrimination and deliberate harm that were filed against the officers.

➤ **Graffiti Spree**

On the morning of March 27 three reports of spray painted graffiti near City Playfields and in the surrounding neighborhood were received by the police department. The graffiti included racist remarks, symbols and "gang style" phrases. One word contained in the graffiti was "Centralia". Officer Bill Orsborn recalled contacts with subjects from Centralia in the neighborhood of the graffiti and began an investigation and eventually obtained a search warrant. As a result of the investigation, evidence was found in an apartment in the 300 block of Hill Street and two male adults were arrested for felony malicious mischief. One of the males was also arrested for unlawful possession of a weapon and possession of stolen property.

➤ **Pedestrians On Sidewalk Struck By Vehicle**

In the early evening hours of May 31 two women were walking on a sidewalk in the 800 block of NW Clifford accompanied by the pet dog of one of the women. A vehicle drove upon the sidewalk striking the two women and the dog. The dog died as a result of injuries and the two women were hospitalized. The driver was

arrested for vehicle assault, driving under the influence of alcohol and/or drugs, residential burglary, possession of a controlled substance and theft in the third degree.

➤ **Sexual Assault at the Kappa Alpha Sorority**

In the early morning hours of September 13 two males entered the Kappa Alpha Sorority and sexually assaulted a female who had been asleep prior to the attack. The suspects fled down a fire escape. The investigation revealed that the two suspects had committed burglaries at the Delta Gamma and Pi Beta Phi sororities. Based on tremendous cooperation from the fraternity and sorority members a suspect was identified and arrested on September 14. Subsequently a second suspect was identified and on September 17 a warrant was issued for his arrest. The second suspect was reportedly an adult film star who lived in California. With his attorney he subsequently turned himself into the custody of Pullman police officers in Pullman on September 19.

Washington State University seniors Ryan Lantz and Branden Rainer, members of the Alpha Gamma Rho fraternity, were commended for the assistance they rendered that led to the identities of the suspects.

➤ **Burglaries of Occupied Dwellings**

Late evening of October 5 and the early morning hours of October 6 nine separate residential burglaries occurred on College Hill in the area of "B" Street, Michigan Street, and Maple Street. Most residences were occupied at the time and several victims recalled hearing someone in the residence but thought it was another resident. Stolen were items such as computers, computer game consoles, I pods and personal identification.

➤ **Sexual Assault on Valley Road**

In the early morning hours of October 7 a female, on foot, had become lost and was approached by a male who offered to help find her friends. The suspect lured the female into an apartment and sexually assaulted her. The female was able to escape and fled to a street, was assisted by citizens who transported her to the Pullman Police Department. No suspect had been identified at year's end.

➤ **Fight Between Fraternity Members**

On October 27 a large group fight resulted in a 20 year old male suffering three fractures of his jaw. The injuries were so severe that the male was transferred from Pullman Regional Hospital to Harborview Medical Center. An extensive investigation concluded on December 4 when three suspects were arrested for felony assault and two others were arrested for gross misdemeanor assault.

➤ **Arson Fires**

In the early morning hours of November 15 several fires, later determined to be arson caused, were reported. The first fire was reported in a garage in the 500 block of SE Jackson. While fighting this fire a second fire in a garage nearby was discovered. Less than an hour later a residential structure fire was reported in the 100 block of True Street and the fire spread to a second residential structure nearby. A short time later another fire was reported in a vehicle behind Pullman Honda on Grand Avenue at McKenzie Street. A total of three persons were injured in the fires. No suspect had been identified at year's end.

ACTIVITIES

➤ **Regional Criminal Records Access**

A Federally funded project through the Nez Perce Tribal Police provided for the integration of a regional "Insight" records information system into the resource cadre of police officers. A Memorandum of Understanding between sixteen Washington and Idaho law enforcement agencies was entered into in 2006. Utilization capabilities for the utilization of this system were in effect in early 2007.

➤ **Law Enforcement Information Exchange North West (LInX NW) Records Information System**

On January 9 the City Council approved a Memorandum of Understanding with the Naval Criminal Investigative Service (NCIS), and participating Federal, State, County and Municipal agencies for this information sharing initiative. Select Pullman police personnel will be trained in the use of LInX and then the system is utilized for investigative purposes.

➤ **Tasers Purchased**

A committee submitted information on the feasibility of the use of Tasers by Pullman police to Chief Weatherly in 2005. A 60 day trial use of a Taser was conducted in early 2006. Three Tasers were approved for purchase in the 2007 budget. The police department purchased the Tasers and trained police officers in their use in January. The TASER model purchased has a camera and audio recorder that is activated when an officer takes the TASER off of the safe mode. Throughout the year TASER use was documented and was available and used in court actions.

➤ **Senior Golf**

"Senior Golf" is the name given to a loosely organized progressive drinking party that was popular with Washington State University seniors. After a few years it

became so well attended that the crowd, which numbered over 1000, presented threats to safety and order of the community. The event consisted of seniors at WSU drinking at nine different party "holes", each hole typically being one of the party houses popular with the students during the school year. Preliminary work was done with WSU Student Affairs, Washington State Liquor Control Board, Whitman County Prosecutor's Office, ASWSU, and the WSU Fraternities and Sororities in an attempt to prevent a traditional Senior Golf event from taking place in April. Beat Officer Carl Bell was instrumental in spreading the word that the organizers of any Senior Golf event criminal violations would be prosecuted and involved persons WSU diplomas would be withheld by the University. As a result, no Senior Golf event took place. A "Senior Pub Crawl" was organized where the participants were bused from licensed liquor establishment to the next. This occurred on Saturday April 21 and about 150 people participated in the Senior Pub Crawl. No problems were reported and no arrests were made throughout the day. No alternative parties developed throughout the day.

WSU sponsored an alternate event called Spring Fest that was well attended this year.

The police department staffed all available personnel including detectives in an attempt to "flood" the Greek Row area's of College Hill throughout the day with a Law Enforcement presence. Approximately, \$4035 dollars in overtime was expended in one day by the department.

Outside agencies which assisted with this law enforcement presence approach included Washington State Patrol, Whitman County Sheriff's Department, and Washington State University Police Department.

➤ **Citizen's Academy**

Budget savings again allowed a Citizen's Academy to be provided. Commander Tennant was in charge of this academy. The academy began September 26th and ended December 5th. 19 citizens attended the academy. The academy was held on Wednesday nights and some Saturdays.

➤ **Washington State University Sexual Misconduct Prevention & Response Task Force**

In the September Chief Weatherly was invited, and accepted, to become a member of the WSU Sexual Misconduct Prevention & Response Task Force co-chaired by Patricia Maarhuis (WSU Alcohol and Drug Counseling Assessment and Prevention Services Coordinator) and Cassandra Nichols (WSU Counseling Services Associate Director). Chief Weatherly was active on this Task Force through year's end.

➤ **Sexual Assault Forum**

Council member Waldrop became very involved in community awareness and was instrumental in providing a report at the November 6 City Council meeting on the issue of sexual assault in Pullman, to include Washington State University and to provide information on a Sexual Assault Forum to be conducted in the Spring..

➤ **Emergency Communications Advisory Committee**

In March 2006 the Whitman County voters approved a one-tenth on 1 percent sales tax to assist in funding emergency communications. The sales tax receipts began in July 2006. Chief Weatherly was appointed for a two year term on the committee. Most of 2007 was spent preparing a job description and then hiring a manager, Steve Dyson. Policy and procedure development and infrastructure assessments were very time consuming issues during 2007.

➤ **Emergency Management**

In Homeland Security Presidential Directive (HSPD-5), *Management of Domestic Incidents*, the President directed the Secretary of Homeland Security to develop, submit for review to the Homeland Security Council, and administer a National Incident Management System (NIMS). This system will provide a consistent nationwide approach for Federal, State, local, and tribal governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size, or complexity.

The NIMS enhances the management of domestic incidents by establishing a single, comprehensive system for incident management and will help achieve greater cooperation among Departments and agencies at all levels of government. Implementing the NIMS strengthens each Department's capability and resolve to fulfill its responsibilities to the American people in times of emergency.

The NIMS Implementation Plan will help ensure the City has fully incorporated the NIMS into our emergency response plans, procedures, and policies. This plan also provides guidance for all departments to ensure that all personnel are appropriately trained in the NIMS and prepared to effectively and efficiently execute the Department's duties under the NRP at all times.

Training in courses to comply with the NIMS implementation plan began in 2006. Most persons that have roles in emergency management in Pullman completed the required IS 700 course and ICS 100 course. These courses provide for introduction to NIMS and introduction to the Incident Command System (ICS). In April training for ICS 200 was conducted for the same group that completed IS 700 and ICS 100. On September 4 Fire Operations Officer Heston and Fire Training Officer Brown conducted a table top exercise for department heads. On

2007 Police Department Annual Report

October 24 and 26 the Mayor, City Supervisor, department heads and selected supervisors were provided training in ICS 300. October 30 through November 1 Mayor Johnson, Fire Operations Officer Heston and Chief Weatherly participated with other officials from Whitman County and Washington State University in a State Health Department exercise.

A review of the Comprehensive Emergency Management Plan (CEMP) began in late September. It will continue into 2008 with a revised CEMP anticipated by the end of 2008.

➤ **Fireworks Enforcement**

A new fireworks ordinance took effect in 2006. The emphasis on fireworks is education and enforcement. The Fire and Police Departments worked together to provide education in the form of public service announcements and media releases. Below is the result of the enforcement efforts during the Fourth of July holiday period.

<u>Year</u>	Total police Calls	Total fireworks Calls	<u>Dispositions</u>			
			Unable to locate	Unfounded (actions were legal)	Enforcement action was taken	Other (warning, case pending, etc.)
2003	202	27	17	2	0	8
2004	196	46	28	7	1	10
2005	207	52	26	14	6	7
2006	221	47	23	6	8	11
2007	232	28	16	4	1	7

➤ **Misdemeanor Agreement With Whitman County**

Negotiations with Whitman County resulted in an agreement for the cost of misdemeanors for 2008 through 2012 authorized by the City Council on December 11 wherein the City pays \$311,553 for 2008 and annual increases calculated using the prior year's total contract cost plus a CPI increase with a minimum increase of 2% and a maximum increase of 4% for 2009 through 2012.

➤ **DUI Cost Recovery**

Based on City Council direction a DUI cost recovery affidavit process began in October 2006. DUI Cost Recovery Worksheet Affidavits for non adjudicated cases were prepared and submitted for reimbursement (upon conviction). In 2007 there were 108 DUI cases and 101 DUI Cost Recovery Worksheet Affidavits were submitted. 2 cases were unfounded and 5 others should have had DUI Cost Recovery Forms done. A review is being made into why 5 cases did not have the forms submitted.

➤ **Open Container in Public Ordinance**

City Council adopted 2007 Goal #7 was “consider adopting public safety ordinances including an open container ordinance, an ordinance on fighting, etc.” On August 21 the City Council adopted ordinance 07-18 (City Code Chapter 5.55) prohibiting any person to consume any beer, wine or any other intoxicating liquor, or have in his or her possession any opened containers or receptacles containing any beer, wine or any other intoxicating liquor on any sidewalks, streets or public place within the city or in any vehicle parked or moving on public streets, or at any other place within the city other than a private residence or upon premises licensed for the sale and consumption of beer or liquor or upon premises whereon beer or intoxicating liquor is sold by a license under the laws of the state. The first violation is a fine of no less than \$250 and a second and subsequent violation is no less than \$500. By years end enforcement of 11 violations had occurred.

➤ **Campus Commons North Party Cancelled**

The North College Hill beat officer learned that the Campus Commons North party, held every fall for several years, had been cancelled. This party had been a concern because of large crowds, alcohol violations and related issues. Staffing in the area of the party had been a strain on resources. The reason for the cancellation of the party is attributed to the newly revised nuisance ordinance which broadened accountability. The management of the apartment complex was not willing to risk the liability.

➤ **Daily Evergreen Best of Pullman 2007**

The Daily Evergreen published “Best of Pullman 2007” and the “Favorite Pullman Police Officer” was Officer Carl Bell. Carl was the south College Hill beat officer at the time.

➤ **Photograph Montage**

For several years the department has had a goal to “develop a police employee photograph montage to be placed in a hallway for viewing by the public.” Digital photographs were taken in 2003. Design of the frame for the montage was not

completed in 2004. The photographs turned out not to be the desired quality for such an endeavor. In 2007 funding for a professional photographer to accomplish this objective were budgeted. Photographs were taken and frames were provided. Completion will be accomplished in mid 2008 when the photographs will be installed in the upstairs hall way. The photographs are for public tours and are also intended to be used in a new identification card that meets a Homeland Security Presidential Directive.

PERSONNEL

➤ Strategic Staffing Concept

On August 28 Chief Weatherly presented to the City Council a report entitled Pullman Police Department Strategic Staffing Concept. This report contained references and included Chapters on Studies, Citizen Input and Response Issues, Subjective Employee Input, Variables in Consideration of Police Staffing, Police Department Structure and Operation, Turnover of Staffing, Equipment and Supply Considerations for Additional Staffing, Recommended Staffing Priorities and Funding of Priorities.

Chief Weatherly recommended creating a position of parking enforcer for downtown parking only in 2008. He then recommended a three year staffing concept.

Year 1: Add three or four police officers. Once one of these additional police officers is trained then assign a police officer from patrol to special operations unit to handle fraud cases. This creates an addition of two police officers for patrol. The fourth police officer would be utilized if an agreement for funding for a SRO is reached with the school district.

Year 2: Add four police officers. Once these additional police officers have been trained, assign one officer as a traffic enforcement/day shift beat officer for patrol on College Hill. Promote a police officer to sergeant and begin assignment of the patrol administrative sergeant. This creates three additional police officers and one patrol sergeant for patrol for a total of four police officer assigned to patrol from the base year. Add a civilian training and programs specialist and institute a police cadet/police reserve program.

Year 3: Add three police officers. Once these additional police officers have been trained, assign one police officer from patrol to special operations unit as a retail business liquor and gambling enforcement officer. Then assign one officer as a traffic enforcement/night shift officer. Add a civilian crime prevention specialist/investigative assistant. Test for police lieutenant and at the end of the third year convert the special operations sergeant position to a lieutenant position.

➤ **Commissioned Police Officers**

Officer Brian Dentler was hired on March 1 replacing Officer Mike Austin. On June 20 Officer Dentler graduated from the basic law enforcement academy and was #3 overall academically. On April 16 Officer Eric Eslick resigned from the department. On July 9 Officer Chris Engle was hired replacing Officer Eslick. Officer Engle graduated from the basic law enforcement academy on December 21 and was 2nd overall in the Academy. Officer Andy Rohrbach left the Department on November 16 taking a position at a police department in western Washington and his position was not replaced by year end.

➤ **Code Enforcement Officers**

Jayme Turnbow was promoted to the Property & Evidence Specialist position on June 1. No replacement for this position was made in 2007 because of a lack of viable candidates.

➤ **Support Services Personnel**

Records Specialist Jaya Natarajan resigned effective January 5. Property & Evidence Specialist Erin Kelly left the department on April 2 to take a similar position at a department in western Washington. On June 1 Code Enforcement Officer Jayme Turnbow was promoted to that position. On July 15 Records Specialist Kriste Timme resigned. On July 10 Records Specialist Elysia Spencer was hired to replace Kriste Timme. On September 4 Records Specialist Laura Sorenson was hired to replace Jaya Natarajan.

➤ **Professional Reserves**

By the end of 2007 Richard Huggins the volunteer “Emergency Management Planner” one psychologist and one chaplain were the only persons in the professional reserve program. Consideration is being given to replacing the professional reserve program with a “Citizens Emergency Response Team”.

In the Pullman Police Department Strategic Staffing Concept Chief Weatherly addressed the professional reserve program stating:

The Pullman Police Department has a program called “Professional Volunteers”. While the program has fostered interest from citizens over the years, including police chaplains, in recent years the program has waned. The professional reserves have helped with projects such as domestic violence follow up, delivery of death messages, assisting with victims of tragic events and volunteer professionals assisting in hostage negotiations.

In addition, discussed in the report were coordination issues.

“If police departments are to maintain and improve their service capabilities police administrators are justified in giving greater attention to the use of civilian specialist personnel as a realistic and economical alternative.”ⁱ The use of volunteers, cadets and reserve officers is very important to the community and police department. Experience in coordinating programs has led to the conclusion that coordination is important and requires focused energy, time and commitment. Through the years commissioned police officers have performed functions including coordinating citizen academies, coordinating reserve officer training and assignment, coordinating block watch, coordinating ride-a-longs, coordinating professional reserves and general public programs.

Finally, the report recommends a civilian training and programs specialist.

The individual in this position would also coordinate citizen academies, coordinate a police cadet/reserve officer program, coordinate WSU interns, a citizen emergency response team (CERT), and special events such as parades and the Lentil festival. Block watch issues would be placed under Special Operations. The position is anticipated to provide significant reduction of time commitments by the police operations commander, sergeants and police officers. In addition continuity and consistency of these functions will show great results.

➤ **Police Advisory Committee**

Members of the Police Advisory Committee at the end 2007 were:

REPRESENTING	PRIMARY	ALTERNATE
Pioneer Hill	Mirja Lepisto Wilson	Karen Kiessling
Sunnyside Hill	Jeff Bouffard	Phyllis Stallcop
Military Hill	Marcus Crossler	
College Hill	Barbara Hammond	KNona Liddell
Business Community	Mike Lowery	
ASWSU	Shawn Hoey	
Lincoln Middle School PTA	Karyn Hardy	
Pullman High School Students	Jacob Wilson	Kenny Dragoo
WSU Staff and Faculty	Arlene Parkay	Keith Fox
Pullman High School Parent	Peggy Hagihara	Greg Wilson
Multicultural Representative		Tara Sanchez

In 2007 there were 7 meetings. Among items discussed were:

- Top of China trial results
- Police Department Strategic Long Range Plan
- Tasers

2007 Police Department Annual Report

- 2nd egress from new developments
- Cul-de-sacs
- Pullman police response to shooting in Moscow in May
- Lentil festival participation
- Digital highway billboard issues (state wide)
- Recent sexual assaults
- New open container in public ordinance
- Proposed anti fighting ordinance
- Televising the meetings
- Web Site issues
- DARE program versus other life skills programs
- Arson fires in November
- Constituencies issues (at each meeting)

CITY COUNCIL GOALS

6. Continue to review and evaluate the recently adopted nuisance ordinance, enforce current code provisions, and provide the City Council with regular updates on enforcement efforts.

STATUS: Reports on the enforcement of the nuisance ordinance were given at City Council meetings on May 1, June 5, July 2, and November 6. The status will also be reported in the Police Department 2007 annual report.

7. Consider adopting public safety ordinances including an open container ordinance, an ordinance on fighting, etc.

STATUS: The City Council adopted a new ordinance on open containers of alcohol in public on August 21. At the City Council meeting on August 21, staff proposed a fighting ordinance. The City Council directed the City Attorney to draft a legally defensible fighting ordinance for future consideration. The open container ordinance and the concept of the fighting ordinance were discussed under policing issues at the joint meeting with ASWSU on October 9. A proposed fighting ordinance will be presented in January 2008 and be discussed at the joint meeting with ASWSU in February 2008.

11. Consider and make some decisions regarding the recommendations of the global review of College Hill issues including architectural design standards, code enforcement, zoning, parking, and becoming a Washington Certified Local Government Program for historic preservation.

STATUS: At the City Council meeting on April 3, Studio Cascade, Inc. formally presented the College Hill Study. On April 17, the Council and Planning Commission conducted a joint meeting to discuss the College Hill Study and directed staff to conduct public meetings regarding this matter in the fall. On

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October 10, the Planning Commission held a public input session on College Hill issues, initiating the "College Hill Tomorrow" neighborhood planning project. Planning staff is currently arranging stakeholder interviews and preparing materials for an upcoming open house on College Hill land use policy options.

At the City Council meeting on August 28, Police Chief Ted Weatherly presented a Pullman Police Department Strategic Staffing Plan that contained staffing recommendations pertaining to both the Nelson/Nygaard College Hill parking study as well as the Studio Cascade College Hill Neighborhood study. Both studies focused on College Hill parking and police enforcement issues. At the City Council meeting on June 26, Megan Duvall of the Washington State Office of Archaeology and Historic Preservation gave a presentation on the Washington Certified Local Government Program.

21. Implement a centralized city employee identification card system that includes photo ID.

STATUS: The 2006 and 2007 approved Capital Improvement Program (CIP) for the door security system replacement at the Police Department includes an identification card element allowing for photo identification cards for all employees. The new "City" identification card system meets Homeland Security Presidential Directive 12 requirements for police personnel. The system, including the identification card element, should be in place early in 2008. Human Resources Manager Karen Sires will utilize the new equipment for city identification cards and will maintain the necessary oversight to assure security of the system.

ACTIVITY

In 2007 there were 10,458 police calls for service. Police calls for service include officer-initiated calls, which involve police action with the exception of routine traffic activity and miscellaneous citizen contacts. There were 10,458 officer case reports (that required specific clearance codes), 456 cases submitted to the prosecutor for charges, 720 physical custody arrests, 740 notices of infractions issued (traffic infractions), 283 criminal citations (in lieu of physical custody arrests), and 88 city code violations.

There were 740 notices of infractions issued in 2007, a majority being traffic infractions. In addition, officers issued 3395 traffic warnings.

➤ Parking Enforcement Statistics

Parking Enforcement Statistics	2006	2007
1.) Notices of infractions issued	5895	3785
2.) Overtime downtown	629	403
3.) Chain parking downtown	18	0
4.) Fire lane violations	115	36

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5.) Number not downtown or on College Hill	745	676
6.) 3AM - 6AM	497	518
7.) Wheel locks	4	1
8.) Mitigation hearings	250	157
9.) Contested hearings	152	84
TOTAL HEARINGS	402	325
10.) 168 hour incidents	248	171
11.) 168 hour impounds	28	28
12.) Private property junk vehicles	0	2
13.) Public property junk vehicles	0	0

TOTAL REVENUE	\$154,700	\$95,035
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14.) Residential Permits Sold	162	145
15.) Residential Visitor Permits Sold		
16.) Downtown Permits Sold	40	36
17.) Downtown Residential Permits Sold	1	

PERMIT REVENUE	\$4,090	\$3,755
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TOTAL PARKING REVENUE	\$158,790	\$98,775
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Football Weekend Infractions 9/9/06	53	
Football Weekend Infractions 9/29-10/1/06	66	
Football Weekend Infractions 10/13-10/15/06	100	
Football Weekend Infractions 10/20-10/22/06	31	
Football Weekend Infractions 11/3-11/5/06	116	
Football Weekend Infractions 11/17-11/19/06	99	
Football Weekend Infractions 9/15/07		99
Football Weekend Infractions 10/06/07		79
Football Weekend Infractions 10/27/07		39
Football Weekend Infractions 11/10/07		90

➤ **Drug/Narcotics Enforcement**

In 2007 in Pullman there were 32 arrests for drug and narcotics violations through the Quad Cities Drug Task Force. The Task Force opened 35 cases and closed 25 cases. There were 8 cases that resulted in 1 person arrested and 9 cases resulting in more than one person being arrested.

In 2007 the types of cases investigated included the following:

- Marijuana possession – 14
- Marijuana grow operations – 4
- Cocaine possession – 8
- MDMA possession – 2

Drug amounts were as listed below.

- Marijuana – 363 grams
- Cocaine – 6 grams
- MDMA – 2055 units
- Methamphetamine – 0
- Marijuana plants – 35
- Other – 38 tablets

Seizures and forfeitures included 2 vehicles (value \$4195), assets in the amount of \$1300 and \$5063.96 in cash.

➤ **Part I (Major Crimes)**

The following major crimes occurred in Pullman comparing 2006 with 2007:

<u>Crime</u>	<u>2006</u>	<u>2007</u>
Aggravated Assault	20	16
Arson	3	5
Burglary	96	131

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Forcible Rape	9	10
Homicide	0	0
Larceny/Theft	384	339
Motor Vehicle Theft	15	10
Robbery	3	5

Other activity may be found on the City of Pullman web site at www.pullman-wa.gov. Click on the police link then records.

LONG RANGE STRATEGIC PLAN

Each year the department updates its five year plan and reviews the previous year's results. Attachment "A" is the results of the 2007 – 2011 plan.

ATTACHMENT “A”
LONG RANGE PLAN RESULTS
2007-2011

PULLMAN POLICE DEPARTMENT

LONG RANGE PLAN RESULTS

2007 - 2011

STRATEGY I: Reduce unsafe conditions and the opportunities for criminal actions.

The Pullman Police Department recognizes that prevention of crime and accidents requires involvement and participation from all elements of the community. The Pullman Police Department subscribes to the Community Policing philosophy. This philosophy means that the police department is only one element of the community. The Pullman Police Department recognizes that the community's trust and confidence in the department depends on communication. Enhancing public confidence, elevating public trust, maintaining a strong partnership with the community, using resources of the Pullman Police Advisory Committee and a cadre of volunteers and cooperating with all news media are important elements of this strategy. The Pullman Police Department will utilize all available resources to inform the community including the citizens' academy, new technology such as computers, the internet and the TUFF anonymous tip line.

In order to provide the public information and assistance, the Pullman Police Department is committed to the researching of possible aspects of crime and accident prevention techniques, approaches, concepts and application. The Pullman Police Department will evaluate this information for applicability to Pullman and train personnel to the highest levels applicable to Pullman. The department will aggressively seek concepts that increase the visibility of police officers in the community. The department will provide the public with crime prevention information and provide for crime prevention education.

The Pullman Police Department will work with any and all elements of the community and will work with and use as a resource other city departments and community organizations in problem solving efforts.

2007 - 2011 Long Range Plan RESULTS

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GOAL I: Develop ways to provide more “positive police contacts” particularly among the young people of our community

OBJECTIVE A: Seek other funding sources to continue with the at risk children element which includes a film festival and music element in the high school and middle school.

Person(s) Assigned: **Chief Weatherly**

Date Due: **December 31, 2008**

Status: **This project developed in 2002 and has been very popular with youth and parents. The concept was not funded by CTED in 2006. In 2006 Annette Klover, who had a child that participated in the program, was so impressed that she is working to find private funding for the future. In 2007 no progress was made. In 2008 Chief Weatherly will be approaching the YMCA of WSU in attempt to make this a program for the YMCA.**

Fiscal Status by Year: **\$4,000 to \$6,000**

Estimated Increased Staff Time: **The project will involve some time on the part of the School Resource Officer.**

OBJECTIVE B: Determine a funding source in order to provide for a “School Resource Officer” primarily for the high school with some duties at the middle school. This position is in addition to the Youth Services Officer

Person(s) Assigned: **Special Operations Sergeant**

Date Due: **August 2007**

Status: **Begun in 2006. The Pullman Police Department Strategic Staffing Concept was provided to the City Council in August 2007. The resignation of Officer Sanders in early 2008 resulted in a review of DARE and a commitment of the City and School District to replace the vacancy with a “School Resource Officer” funded by the City. The position of “Youth Services Officer” has been replaced by a “School Resource Officer”. A second position is recommended to be funded by the School District.**

Fiscal Status by Year:

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Estimated Increased Staff Time:

OBJECTIVE C: Continue efforts to enhance liaison with multicultural groups, especially organized multicultural groups on the Washington State University Campus

Person(s) Assigned: **Police Chief, Police Operations Commander, College Hill Beat Officers Bell and Heroff and Police Advisory Committee Member DaVina Hoyt**

Date Due: **Ongoing**

Status: **This liaison effort began in 2003 and has been refined slightly since inception. Efforts to establish firm liaison with organized multicultural groups was not well received by the formal leaders of these groups. This objective has thus waned. Sergeant Sorem and Officer Sanders have established good relations with informal sources. Officer Heroff has established good relations with the African American fraternities. No further action has occurred in this regard.**

Fiscal Status by Year:

Estimated Increased Staff Time: **As time permits on a more informal basis.**

GOAL II: Develop a plan for a wider use of volunteers.

OBJECTIVE A: Continue the integration of the Pullman Police Department with Washington State University criminal justice interns to establish a viable option to the Pullman Police Department police reserve officers. Include training for handling the booking of prisoners at the Pullman Police Department holding facility.

Person(s) Assigned: **Police Operations Commander**

Date Due: **Ongoing**

Status: **Use of WSU interns dramatically increased in 2004 and has continued in the areas of traffic control and the holding facility. Involvement in training them also increased dramatically. No change in 2007.**

Fiscal Status by Year:

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Estimated Increased Staff Time: **24 Hours of training time by Pullman Police Officers**

OBJECTIVE B: Develop a plan to reinstitute the police reserve program that keeps cost to the department at a minimum and provides a platform for attracting and maintaining a cadre of long-term reserves.

Person(s) Assigned: **Commander Tennant, Officers Burkett and Umbright and Detective Patrick.**

Date Due: **August 31, 2007**

Status: **In September 2005 the Committee recommended that a joint academy with the Whitman County Sheriff's Department in 2007 was most desirable. Issues such as to who will coordinate the reserve program and equipment issues need to be addressed. A revision of Chapter 19 is needed. This matter was addressed in the Pullman Police Department Strategic Staffing Concept provided to the City Council in August 2007. No further action will occur until adequate staffing to support the program has occurred.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE C: Provide one citizens' academy per year.

Person(s) Assigned: **Police Operations Commander**

Date Due: **December 31, 2007**

Status: **A grant allowed this to be accomplished in 2002. No academy occurred in 2003 or 2004. CTED monies were allocated for this endeavor in 2005 and the academy was completed in November 2005. Salary savings were used to fund the academy in 2006. Salary savings were used in 2007. Anticipated salary savings will be used in 2008.**

Fiscal Status by Year: **Approximately \$4500.**

Estimated Increased Staff Time: **(64) hours of police officer time**

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OBJECTIVE D: Determine the feasibility and cost for establishing a Citizens Emergency Response Team to take the place of the Professional Reserves. The training for this team would be equivalent to an advanced Citizen's Academy.

Person(s) Assigned: **Chief Weatherly, Commander Tennant and Support Services Manager Reavis, Chaplin Dan Smith, Psychologist Laurie Smith**

Date Due: **August 1, 2008**

Status: **New objective in 2007. This matter was addressed in the Pullman Police Department Strategic Staffing Concept provided to the City Council in August 2007. No further action will occur until adequate staffing to support the program has occurred.**

Fiscal Status by Year:

Estimated Increased Staff Time: **40 hours**

GOAL III: Provide the public with information and assistance that will enhance the relationship between the public and the police department.

OBJECTIVE A: Provide an exhibit booth for local events such as the Palouse Empire Fair and the Lentil Festival.

Person(s) Assigned: **Police Advisory Committee and Officer Sanders**

Date Due: **September 2007**

Status: **Little was accomplished toward this goal in 2004. The professional reserve cadre was significantly reduced in 2005 by the resignation of Bob Rehwaldt and family commitments by Chaplin Dan Smith. Officer Ernest Sanders, Records Specialist Murphy and Property and Evidence Specialist Kelly set up a booth at the Lentil Festival and this was a very popular and successful venture. In 2007 the Police Advisory Committee had a booth at the Friday night lentil festival event and Officer Ernest Sanders had a booth following the parade on Spring Street. The 2007 activity will continue in 2008 with the Police Advisory Committee having a booth at the Friday night lentil festival event and the School Resources Officer having a booth on Saturday.**

Fiscal Status by Year:

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Estimated Increased Staff Time: 8 hours

OBJECTIVE B: Continue to have police officers hand out information and safety items at events such as the 4th of July fireworks event and Lentil festival.

Person(s) Assigned: Police Patrol Officers

Date Due: Ongoing

Status: Accomplished in 2003, 2004, 2005, 2006, and 2007.

Fiscal Status by Year: \$300 to \$500 per year for supplies

Estimated Increased Staff Time: Officers are already assigned to these events.

OBJECTIVE C: Develop a police employee photograph montage to be placed in a hallway for viewing by the public.

Person(s) Assigned: Support Services Manager Reavis

Date Due: July 1, 2008

Status: Digital photographs were taken in 2003. Design of the frame for the montage was not completed in 2004. The photographs do not appear to be quality for such an endeavor. Identify a person who can provide professional quality photographs. No movement in 2006. In 2007 the costs were in the budget for police administration professional services and included funding for a professional photographer to accomplish this objective. Photographs have been taken, frames have been provided and the photographs will be installed in the upstairs hall way. Completion will be accomplished in mid 2008.

Fiscal Status by Year: \$2,000 for professional services in 2007.

Estimated Increased Staff Time: 2 hours for government buildings personnel.

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OBJECTIVE D: Develop a plan for a history of the Pullman Police Department that can be viewed by the public. Include a “wall of honor”, photographs, badges, books, old uniform items, old police logs, newspaper articles and other similar items. Assign a history committee in January 2005.

Person(s) Assigned: **A new “history committee”. (Volunteers from each unit and/or division). Support Services Manager Reavis will coordinate this effort.**

Date Due: **December 31, 2008**

Status: **No movement in 2006 or 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **2 hours per month for committee members.**

OBJECTIVE E: Provide training for the Police Operations Commander and all sergeants regarding the release of accurate information to the public in a timely manner within the policy of the Pullman Police Department.

Person(s) Assigned: **Police Chief of Police**

Date Due: **December 31, 2008**

Status: **A trainer was identified by the Police Chief who attended a shortened version of the training at the 2007 spring conference of the Washington Association of Sheriffs and Police Chiefs. This trainer is planning a presentation in Washington State in the near future and he was provided with a note of interest for the Pullman Police Department.**

Fiscal Status by Year: **Undetermined at this point**

Estimated Increased Staff Time: **Training of 40 hours and periodic use of training.**

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OBJECTIVE F: Develop public service announcements (PSA) and other similar public information efforts with a goal of educating the public of the consequences of inappropriate behavior including alcohol and drug related behavior.

Person(s) Assigned: **Chief of Police, Police Operations Commander and Sergeants.**

Date Due: **August 2007**

Status: **Not accomplished in 2005. No movement in 2006. In 2007 publicity and the issuance of warnings began in August pertaining to a newly adopted ordinance on drinking in public. Enforcement of that ordinance began mid fall 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **10 hours**

OBJECTIVE G: Continue to use the “common talking points” strategy using public information resources to establish a reputation that in Pullman fighting and illegal drug violations are not acceptable and will result in incarceration or notices of infraction with stiff fines.

Person(s) Assigned: **Chief of Police, Police Operations Commander and Sergeants.**

Date Due: **Continuous.**

Status: **In 2007 used common talking points for discussion with the media. The City Attorney began to draft a new ordinance on fighting anticipated to be presented to the City Council in early 2008. Presentation to and a request for feedback of the concept of the fighting ordinance from ASWSU will also occur in 2008**

Fiscal Status by Year:

Estimated Increased Staff Time:

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GOAL IV: Provide youth training and enrichment opportunities in law enforcement

OBJECTIVE A: Continue with the DARE program

Person(s) Assigned: Youth Services Officer

Date Due: Ongoing

Status: The youth services officer continues to provide leadership and inspiration in the elementary school level. Is a guest speaker in classes and works with the public school administration on matters that strengthen the relations between youth and law enforcement.

A new approach to DARE classes was initiated in the fall of 2006. All classes were taught in the fall and a single graduation ceremony occurred at the end of the fall semester. This approach appears to be very popular among the public schools. This new approach was used in the fall of 2007.

In the fall of 2007 the Police Advisory Committee had a presentation by Jeff Bouffard on the results of research as to the effectiveness of the DARE. Upon the resignation of Officer Sanders, the Pullman School District administration met with Chief Weatherly and Jeff Bouffard and Jeff gave the same presentation he had given to the police advisory committee. As a result the Pullman School District will re-evaluate DARE. In the meantime the City has committed an officer as the "School Resource Officer" and the School District has committed to assure that interaction occur between that officer and school youth of all ages.

Fiscal Status by Year:

Estimated Increase Staff Time: None.

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GOAL V: Facilitate public involvement in the Police Advisory Committee meetings

OBJECTIVE A: Research the feasibility of again televising the Police Advisory Committee Meetings.

Person(s) Assigned: **Police Advisory Committee and Police Chief of Police**

Date Due: **Ongoing**

Status: **Use of City funds is not feasible at this point. Provision of WSU communication students for this project is in progress. No movement in 2006 or 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **8 Hours by the Police Chief of Police**

GOAL VI: Utilize crime prevention techniques and strategies.

OBJECTIVE A: Continue to provide crime prevention through environmental design (CPTED) training to select individuals on a prioritized basis.

Person(s) Assigned: **Police Operations Commander**

Date Due: **Ongoing.**

Status: **The plan is to provide this training to detectives and the administrative sergeant first and then to provide the training to all sergeants. Nothing was accomplished in regards to this objective in 2005. Commander Tennant and Special Operations Sergeant Dornes were trained in CPTED in 2006. In addition detectives Peringer and Patrick were previously trained in CPTED.**

The next priority on training is the training of all patrol sergeants beginning in 2008.

Fiscal Status by Year:

Estimated Increased Staff Time: **40 hours of training per person.**

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OBJECTIVE B: Provide basic crime prevention training, including CPTED techniques to all commissioned police officers.

Person(s) Assigned: **Trained Detective**

Date Due: **August 1, 2008**

Status: **This was not accomplished in 2006 and should be part of the training plan in 2008.**

Fiscal Status by Year:

Estimated Increased Staff Time: **6 hours**

GOAL IX: Utilize Animal Licensing Contact System

OBJECTIVE A: Send Reminders for Rabies Vaccinations to Owners of Animals Based on Data in Licensing Module

Person(s) Assigned: **Support Services Manager and Code Enforcement Officers**

Date Due: **January 1, 2007**

Status: **Letters went out in the spring of 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **System should generate letters.**

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GOAL X: Obtain public feedback on perceptions of the Police Department operations

OBJECTIVE A: Reinstitute a citizen satisfaction survey

Person(s) Assigned: **Chief of Police and Police Administrative Assistant**

Date Due: **September 1, 2007**

Status: **Drafted from the surveys used in the 1990's. Reviewed by staff. Surveys will begin in January 2008.**

Fiscal Status by Year:

Estimated Increased Staff Time: **8 hours per month**

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STRATEGY II: Detect and apprehend perpetrators.

Detection and apprehension of those who commit crimes are essential elements of police service and an important component of the overall techniques of the problem oriented policing approach. The Pullman Police Department will continue to use a case management system. To assure the success of case management, the Pullman Police Department will consistently train all personnel in all areas pertinent to this procedure. The complexity of high technology and white-collar crimes requires the use of specially trained persons and/or special equipment and supplies. The Pullman Police Department will identify and utilize specially trained persons as needed for complex criminal investigations and provide necessary equipment and supplies.

The Pullman Police Department is dedicated to interagency cooperation and resource sharing. Such cooperation and resource sharing includes involvement in regional task forces dedicated to the detection and apprehension of perpetrators including but not limited to violent youth gangs, drugs, arson, fraud and organized crime. In order to achieve this cooperation and resource sharing the Pullman Police Department must have the ability to obtain and utilize, in a timely manner, information on criminal activity and persons involved in criminal activity.

Adequate equipment must be available to enforcement personnel of the Pullman Police Department. Equipment must be well maintained and up to current specifications. Personnel must be adequately trained in the use of equipment and refresher training provided to assure a high skill level.

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GOAL I: Assure an appropriate mechanism exists for exchange of information.

OBJECTIVE A: Integrate the regional “Insight” records information system into the resource cadre of police officers.

Person(s) Assigned: **Police Operations Commander, Support Services Manager, Special Operations Sergeant and patrol sergeants**

Date Due: **December 31, 2007**

Status: **A Memorandum of Understanding between sixteen Washington and Idaho law enforcement agencies was entered into in 2006. Utilization capabilities for the utilization of this system were in effect in early 2007.**

Fiscal Status by Year: **Federally funded through the Nez Perce Tribal Police.**

Estimated Increased Staff Time: **2 hours of training for each commissioned officer.**

OBJECTIVE B: Integrate the Law Enforcement Information Exchange North West (LInX NW) records information system into the resource cadre of police officers.

Person(s) Assigned: **Police Chief, Police Operations Commander, Support Services Manager, Special Operations Sergeant and patrol sergeants**

Date Due: **December 31, 2007**

Status: **In January 2007 the City of Pullman entered into a Memorandum of Understanding among the Naval Criminal Investigative Service (NCIS), and participating Federal, State, County and Municipal agencies for this information sharing initiative. Select Pullman police personnel will be trained in the use of LInX and then the system will be utilized for investigative purposes.**

Fiscal Status by Year: **Funded by NCIS**

Estimated Increased Staff Time: **Initial training of four hours for selected staff and 2 hours for commissioned police officers.**

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OBJECTIVE C: Replace existing wall maps on the wall outside the control room, in the upstairs hallway and in the briefing room with updated, maps provided with new equipment from the City Engineers office.

Person(s) Assigned: **Support Services Manger and Special Operations Sergeant**

Date Due: **September 1, 2007**

Status: **In 2007 maps produced, installed and will be updated regularly.**

Fiscal Status by Year: **No additional cost**

Estimated Increased Staff Time: **2 hours annually**

GOAL II: Provide adequate equipment to enforcement personnel.

OBJECTIVE A: Develop a plan to provide false identification detection devices to College Hill beat officers and for each patrol vehicle.

Person(s) Assigned: **Police Operations Commander**

Date Due: **August 30, 2007**

Status: **Beat officers were issued these devices in 2005.**

Fiscal Status by Year: **To be determined based on current cost**

Estimated Increased Staff Time: **Research has been completed. Items will be ordered in 2008.**

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OBJECTIVE B: Provide new, approved Portable Breath Testers (PBT) for each patrol officer over a three year period.

Person(s) Assigned: **Police Operations Commander**

Date Due: **December 31, 2010**

Status: **Research has been completed and a phased in replacement over a three year period will be instituted beginning in 2008.**

Fiscal Status by Year: **To be determined based on the current cost.**

Estimated Increased Staff Time: **None**

OBJECTIVE C: Implement a phased in plan for the use of Tasers by law enforcement personnel.

Person(s) Assigned: **Police Operations Commander.**

Date Due: **Annually until all patrol officers have a Taser available to use on duty**

Status: **A committee submitted information to the Chief of Police in 2005. A 60 day trial use of a Taser was conducted in early 2006. Three Tasers were approved for purchase in the 2007 budget and seven were approved in the 2008 budget. A phased in purchase of Tasers will continue until each patrol officers has a Taser available to carry when on duty.**

Fiscal Status by Year: **Estimated to be between \$3500 and \$4000 per year**

Estimated Increased Staff Time: **None**

OBJECTIVE D: Determine the feasibility and need for a copier in the report room.

Person(s) Assigned: **Police Operations Commander**

Date Due: **August 31, 2007**

Status: **Other items have higher budget priority. This item was not feasible for the foreseeable future because of costs and competition with other items. The old copier from records was placed in the report room for the remainder of its life.**

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Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE E: Explore an upgrade to the current in-car video system but assure that the process operating and of capturing the video is similar to the current system

Person(s) Assigned: **Police Operations Commander**

Date Due: **August 2008**

Status: **In 2007 a vendor was identified. A plan of action will be developed in early 2008.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE F: Provide for a standard format for DVD's and CDs

Person(s) Assigned: **Support Services Manager and Information Services Specialist**

Date Due: **August 1, 2008**

Status: **All DVDs and CDs are now in the same format.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE G: Determine the cost/benefit of an "all wheel drive" patrol vehicle that will provide access to all areas of the city especially during icy and snowy conditions

Person(s) Assigned: **Police Operations Commander**

Date Due: **March 1, 2008**

Status: **Discussions with mechanics and ERD staff occurred in late 2007. A committee consisting of the Police Operations Commander and some patrol personnel will occur in early 2008.**

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Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE H: Determine the feasibility and advantage of a speech enabled data retrieval and submission system for use by officers

Person(s) Assigned: **Support Services Manager and Information Services Specialist**

Date Due: **December 31, 2008**

Status: **Review indicates that the cost for computer storage exceeds the cost of the current system.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE I: Provide for the ability to monitor Pullman Police primary frequency at the airport.

Person(s) Assigned: **County Emergency Communications Committee and Police Chief**

Date Due: **January 1, 2011**

Status: **When the BDA antenna was installed at the airport, there were several studies. It turned out, that even with the BDA, there was not adequate coverage on PPD Primary. It was decided by the department heads to use the Sierra frequency for the enhanced BDA antenna as it would provide the greatest coverage for incidents at the airport. It was discussed at great length. It was never discussed as needing to enhance monitoring capabilities at the airport. Upon hiring of an employee for the County Emergency Communications Committee a request will be made to make this project a priority. In 2007 a person was hired by the Emergency Communications Committee and that person will spend the majority of 2008 inventorying the infrastructure. Hopefully a strategic plan will be developed in 2009 and this issue should be addressed in that plan.**

Fiscal Status by Year: **Undetermined**

Estimated Increased Staff Time:

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GOAL III: Provide routine crime analysis

OBJECTIVE A: Based on information provided develop a plan for utilization of crime analysis

Person(s) Assigned: **Police Chief, Police Operations Commander and supervisors**

Date Due: **December 31, 2007**

Status: **No movement in 2006 or 2007. Upgrade to version 4.6 in SPILLMAN should provide some resources but was not available in 2007. Recommend that the WHITCOM Executive Board authorize upgrade in 2008.**

Fiscal Status by Year:

Estimated Increased Staff Time: **24 hours**

OBJECTIVE B: Develop pawn shop information or data that is easily retrievable

Person(s) Assigned: **Special Operations Supervisor**

Date Due: **December 31, 2008**

Status: **Request for funding through Homeland Security and WAJAC funding was requested for Spokane and Whitman Counties. Partial funding was granted but to date not enough money is available to provide this capability to Whitman County.**

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL IV: Begin the formal utilization of the Problem Oriented Policing (POP) Model

OBJECTIVE A: Provide Training in the SARA model (scanning, analysis, response, assessment)

Person(s) Assigned: **Police Operations Commander**

Date Due: **December 31, 2008**

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Status: **New objective**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE B: Implement the SARA model (scanning, analysis, response, assessment)

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant and Patrol Sergeants**

Date Due: **January 1, 2009**

Status:

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL V: Utilize the Incident Command System (ICS) in daily operations

OBJECTIVE A: Utilize the Incident Command System (ICS) for preplanning and operations plan review on major events. Establish after action reports.

Person(s) Assigned: **Police Operations Commander and sergeants.**

Date Due: **September 1, 2007**

Status: **Preplanning of major events has developed over the recent few years with “Operations Orders”. The format for operations orders has now moved to the Incident Command System formats. An after action report was provided for Senior Golf in the spring of 2006. In 2007 all commissioned personnel were trained in ICS 100 and ICS 200. ICS format has begun to be used in preplanning.**

Fiscal Status by Year:

Estimated Increased Staff Time:

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OBJECTIVE B: Provide ICS 300 and 400 training for persons of the rank of sergeant and higher

Person(s) Assigned: **Fire Operations Officer Heston and Fire Training Officer Brown**

Date Due: **July 1, 2008**

Status: **ICS 300 was provided in 2007. ICS 400 is required only of the Chief in his role as the City's Emergency Disaster Coordinator.**

Fiscal Status by Year:

Estimated Increased Staff Time: **32 hours per person**

OBJECTIVE C: Utilize ICS to manage all special events and major incidents utilizing ICS forms and format

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant and Patrol Sergeants**

Date Due: **January 1, 2008**

Status: **This is in the infancy stage and goes beyond preplanning. Will be utilized in 2008.**

Fiscal Status by Year: **No additional costs.**

Estimated Increased Staff Time: **No appreciable increase in staff time will occur.**

OBJECTIVE D: Convert all radio communications to plain language

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant and Patrol Sergeants in coordination with WHITCOM**

Date Due: **July 1, 2008**

Status: **This objective will be given to Officer Heroff to discuss with the WHITCOM law enforcement committee on standardization of communication.**

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Fiscal Status by Year: **No additional costs.**

Estimated Increased Staff Time: **No appreciable increase in staff time will occur**

OBJECTIVE E: Utilize ICS in all police operations

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant and Patrol Sergeants**

Date Due: **January 1, 2009**

Status:

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL VI: Enhance the tracking of case management

OBJECTIVE A: Identify solvability factors

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant, Support Services Manager and Patrol Sergeants**

Date Due: **December 31, 2008**

Status: **New Project.**

Fiscal Status by Year:

Estimated Increased Staff Time: **40 hours**

OBJECTIVE B: Utilize solvability factors in all major criminal cases

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant, Support Services Manager and Patrol Sergeants**

Date Due: **January 1, 2009**

Status:

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Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE B: Utilize solvability factors in all criminal cases

Person(s) Assigned: **Police Operations Commander, Special Operations Sergeant, Support Services Manager and Patrol Sergeants**

Date Due: **January 1, 2010**

Status:

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL VII: Provide consistent training.

OBJECTIVE A: Continue to provide for regular in-service training for commissioned officers to include roll call training to meet the requirements of WAC 139-05-300

Person(s) Assigned: **Police Operations Commander**

Date Due: **On going**

Status: **Met the requirements of WAC 139-05-300 in 2006 and 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **A minimum of 24 hours per commissioned police officer**

OBJECTIVE B: Determine the feasibility of providing a one week annual training session for all commissioned police officers excluding firearms and defensive tactics

Person(s) Assigned: **Police Operations Commander**

Date Due: **December 31, 2008**

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Status: **Planning and experiment on investigation and crime prevention training will be utilized during the summer of 2008.**

Fiscal Status by Year:

Estimated Increased Staff Time: **To be determined.**

OBJECTIVE C: Develop standard for an evidence technician to assist in major crimes investigations.

Person(s) Assigned: **Police Chief, Police Operations Commander, Support Services Manager and Sergeants**

Date Due: **August 1, 2007**

Status: **During a homicide/suicide investigation in 2005 the property/evidence specialist assisted in evidence gathering thus saving critical time on the part of the detectives. This will be addressed during the staffing strategic plan development process. This matter was addressed in the Pullman Police Department Strategic Staffing Concept provided to the City Council in August 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **24 hours**

OBJECTIVE D: Utilizing Washington State Crime Lab Personnel and detectives, provide a basic level of CSI training to all patrol officers.

Person(s) Assigned: **Special Operations Sergeant**

Date Due: **August 1, 2007**

Status: **No action was taken in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **120 Hours**

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OBJECTIVE E: Develop costs for a satellite system with c-band or ku-band capability in order to capture programs similar to the emergency education network

Person(s) Assigned: Police Chief, Police Operations Commander, Support Services Manager and Information Services Specialist

Date Due: August 1, 2007

Status: No action was taken in 2007. Not now feasible with capabilities of internet.

Fiscal Status by Year:

Estimated Increased Staff Time:

Estimated Increased Staff Time:

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STRATEGY III: Improve the working environment of department personnel.

Personnel structure of the Pullman Police Department will be regularly assessed to assure that it meets with the need of the department and the benefit to the community, especially as it pertains to the community policing philosophy. Assessment of the need for additional personnel will include an assessment of technology that may be used in lieu of additional personnel; a review of mandated work, a review of the goals and direction of the city council, growth in population, commercial activity and geography of the city. Pullman Police Department employees will be provided annual performance evaluations which will include a review of the employee's assignment and the need for the position to which the employee is assigned.

Performance standards will be developed and maintained. To assure adequate performance that meets standards, Pullman Police Department employees will be provided timely training necessary to enable them to perform their assigned duties and will be provided regular updates of the essential aspects of their assigned duties. Local training resources will be used to the degree possible and local trainers will be qualified and/or certified to provide such training. Whenever possible employees with specific skill capability and interest will be provided specialized training as long as there is an identified work-related need for such skills in the department.

The Pullman Police Department recognizes that physical fitness is a critical job element for police officers. Maintaining good physical fitness for all employees results in increased productivity, higher morale and reduced absences. As such, the Pullman Police Department will utilize strategies for goals and standards for physical fitness. Employees will be fit and able to perform all job-related tasks in order to meet performance standards.

Immediate reports of deficiencies in the repair, maintenance, cleanliness and adequacy of equipment and the police facility will be made and addressed without undue delay. Policies and procedures of the Pullman Police Department will be reviewed regularly and revised when necessary. Pullman Police Department employees will be provided annual performance evaluations, which will include an evaluation of the employee's compliance with policies and procedures. Employees will be given the opportunity to suggest revisions or changes in policies and procedures at their annual performance review as well as at other times during the year.

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GOAL I: Develop a police department strategic staffing plan conducive to meeting the expectations of the public, enhance proficiency and reduce the potential for fatigue and/or overtime.

OBJECTIVE A: Determine the variables that affect staffing including but not limited to geographical factors, population, activity, report generation, public demands and technology.

Person(s) Assigned: Police Chief, Police Operations Commander, Support Services Manager, Information Services Specialist and Police Sergeants.

Date Due: August 1, 2007.

**Status: Staff input obtained in January and February 2006.
The Pullman Police Department Strategic Staffing Concept was completed and provided to the City Council in August 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: 80 Hours

OBJECTIVE B: Based on the results of Objective A, review and refine the beats within the City maintaining the concept of a College Hill beat.

Person(s) Assigned: Police Chief, Police Operations Commander and Police Sergeants

Date Due: Undetermined

Status: This objective cannot be completed until the City Council adopts a plan of implementation.

Fiscal Status by Year:

Estimated Increased Staff Time: 8 hours

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OBJECTIVE C: Determine the feasibility and advantage of speech-enabled data retrieval and submission systems

Person(s) Assigned: **Police Operations Commander, Support Services Manager and Information Systems Specialist**

Date Due: **January 1, 2011**

Status: **Not feasible due to cost.**

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL II: Utilize technology/special equipment when practical.

OBJECTIVE A: Review the needs for equipment in patrol vehicles. Include research into the feasibility of mobile data terminals (MDT's) or computers.

Person(s) Assigned: **Police Operations Commander, Support Services Manager, patrol sergeants and Information Services Specialist.**

Date Due: **August 30, 2008**

Status: **This objective was new in 2005. It is currently being considered as a part of the total regional communications system and is being addressed by the WHITCOM Executive Committee. A MDC was authorized in the 2007 budget for a trial in the sergeants' vehicle for the year. The City is participating in a grant application by WHITCOM users based on domestic violence reduction. This grant application asks for nine mobile data computers, air cards and vehicle mounting equipment. The grant status should be verified by mid 2008.**

Fiscal Status by Year: **To be determined. No cost if grant funded.**

Estimated Increased Staff Time:

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OBJECTIVE B: Explore implementation of a 4.9Gz Public Safety mesh network capable of supporting Radio-Over-IP, wireless Voice-Over-IP, and wireless Data Networking

Person(s) Assigned: **Chief of Police and Information Systems Specialist**

Date Due: **August 1, 2008**

Status: **New objective. This objective is now part of the Whitman County Emergency Communications committee.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE C: Research the feasibility of a hardware and software system for notices of infractions and citations. If possible include traffic warnings. (In the meantime penmanship of officers needs to be improved so support personnel can read the block printing/writing).

Person(s) Assigned: **Police Operations Commander, Support Services Manager and Information Systems Specialist**

Date Due: **August 1, 2009**

Status: **In 2003 the Information Services Specialist contacted ETEC (vendor for the parking infraction equipment). According to the vendor the bottleneck in the State of Washington for this technology is the Administrator of the Courts and the Washington State Patrol. This technology requires fundamental legal changes on their part. Because the State has not moved forward on this issue, the objective was not accomplished in 2004.**

In March 2005 the Director of the Washington Traffic Safety Commission announced that the center piece of the Traffic Records Strategic plan was an Electronic Traffic Information Processing (eTRIP) initiative. The three primary objectives are:

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- **Support efforts to provide law enforcement officers efficient methods to electronically capture ticket data, collision report data and other data in the field.**
- **Develop a statewide data exchange network to allow this information to be transmitted electronically to users.**
- **Prepare agency systems and repositories to receive electronic traffic data.**

The department is currently awaiting results of the State's beta testing.

Fiscal Status by Year:

Estimated Increase Staff Time:

OBJECTIVE D: Identify P-25 portable radios compatible with radio infrastructure and that are cost effective and plan implementation of replacement radios.

Person(s) Assigned: **Police Operations Commander, Information Systems Specialist and Police Sergeants**

Date Due: **August 1, 2009**

Status: **This objective is now part of the Whitman County Emergency Communications committee.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE C: Determine the feasibility of voice recognition for use by officers in the dictation system.

Person(s) Assigned: **Support Services Manager and Information Services Specialist.**

Date Due: **August 30, 2008**

Status: **New objective. Not feasible due to cost.**

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Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL III: Develop a Facility Needs Assessment

OBJECTIVE A: Determine Immediate Needs

Person(s) Assigned: **Police Chief, Police Operations Commander and Support Services Manager**

Date Due: **December 31, 2007**

Status: **New Project. A plan previously developed by Sergeant Dornes has been submitted to government buildings personnel. A recommendation to move the armory to the current supply room, move the evidence room to the current armory and move the supply room to the current evidence room is being researched.**

Fiscal Status by Year:

Estimated Increased Staff Time: **16 Hours**

OBJECTIVE B: Assess the security of support persons working in the reception area and control room. For instance, some persons cannot close the security door between the control room and reception area. Government buildings personnel recommend a “gravity” bullet resistant door.

Person(s) Assigned: **Chief of Police and Support Services Manager.**

Date Due: **December 31, 2007**

Status: **New objective. Front Counter window remodel accomplished in 2004. Gravity door pending. No further progress in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time:

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OBJECTIVE C: Review the working space configuration in the control room including the lighting.

Person(s) Assigned: **Chief of Police and Support Services Manager**

Date Due: **December 31, 2007**

Status: **Completed in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE D: Determine Facility 10 Year Needs

Person(s) Assigned: **Police Chief, Police Operations Commander and Support Services Manager**

Date Due: **December 31, 2008**

Status: **New Project**

Fiscal Status by Year:

Estimated Increased Staff Time: **16 Hours**

OBJECTIVE E: Determine Facility 20 Year Needs

Person(s) Assigned: **Police Chief, Police Operations Commander and Support Services Manager**

Date Due: **December 31, 2010**

Status: **New Project**

Fiscal Status by Year:

Estimated Increased Staff Time: **16 Hours**

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GOAL IV: Intensify the recruitment effort for police officers

OBJECTIVE A: Participate in the WSU and UI Career fairs

Person(s) Assigned: **Police Operations Commander and Officer Sanders**

Date Due: **January 31, 2007**

Status: **No efforts in 2002, 2003, 2004 and 2005 because of lack of staffing resources. In 2006 and spring of 2007 officers attended a job fair and no increased applicants resulted from this endeavor.**

Fiscal Status by Year:

Estimated Increased Staff Time: **6 hours**

OBJECTIVE B: Establish a procedure to encourage Ride-a-longs for police officer candidates

Person(s) Assigned: **Police Operations Commander a**

Date Due: **January 1, 2007**

Status: **In 2006 and 2007 some candidates participated in a ride-a-long.**

Fiscal Status by Year:

Estimated Increased Staff Time: **6 hours**

GOAL V: Obtain Accreditation of the Pullman Police Department through the Washington Association of Sheriffs and Police Chiefs by December 31, 2009.

OBJECTIVE A: Apply for Accreditation

Person(s) Assigned: **Police Chief**

Date Due: **January 2010**

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Status: This is a staff intensive project that requires one staff member full time for several months. To date, sufficient staff has not been available and budget constraints stifle the efforts to bring the department up to the standards.

Fiscal Status by Year:

Estimated Increased Staff Time: 4 to 6 months devoted to the project at least half time.

GOAL VI: Revise the performance evaluations for all positions except the Police Chief.

OBJECTIVE A: Develop a code enforcement officer performance evaluation that reflects department guiding principles and core missions.

Person(s) Assigned: Police Chief, Police Operations Commander, and Sergeants

Date Due: December 31, 2007

Status: No action in 2002, 2003, 2004, 2005 and 2006 Accomplished in 2007.

Fiscal Status by Year:

Estimated Increased Staff Time: 16 Hours

OBJECTIVE B: Develop a performance evaluation for special operations personnel that reflect department guiding principles and special operations core missions.

Person(s) Assigned: Police Chief, Police Operations Commander and supervisors

Date Due: July 1, 2008

Status: No action in 2002, 2003, 2004, 2005. 2006 or 2007.

Fiscal Status by Year:

Estimated Increased Staff Time: 24 hours

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OBJECTIVE C: Develop a patrol sergeant performance evaluation that reflects department guiding principles and core missions.

Person(s) Assigned: **Police Chief, Police Operations Commander and supervisors**

Date Due: **December 31, 2008**

Status: **No action in 2002, 2003, 2004, 2005 or 2006. This objective completed in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **24 hours**

OBJECTIVE D: Develop a records specialist I performance evaluation that reflects department guiding principles and support services core missions.

Person(s) Assigned: **Police Chief and Support Services Manager**

Date Due: **December 31, 2008**

Status: **No action in 2002, 2003, 2004, 2005 or 2006. This objective completed in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **24 hours**

OBJECTIVE E: Develop a records specialist II performance evaluation that reflects department guiding principles and support services core missions.

Person(s) Assigned: **Police Chief and Support Services Manager**

Date Due: **December 31, 2008**

Status: **No action in 2002, 2003, 2004, 2005 or 2006. This objective completed in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **24 Hours**

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OBJECTIVE F: Develop an information systems specialist performance evaluation department guiding principles and support services core missions.

Person(s) Assigned: **Police Chief and Support Services Manager**

Date Due: **December 31, 2008**

Status: **No action in 2002, 2003, 2004, 2005 or 2006. This objective completed in 2007.**

Fiscal Status by Year:

Estimated Increased Staff Time: **16 Hour**

GOAL VII: To provide Critical Incident Stress Management (CISM) for the officers, support staff and families of the Pullman Police Department in order to prevent burnout and post-traumatic stress disorder (PTSD).

OBJECTIVE A: Complete Identifying a CISM team within PPD

Person(s) Assigned: **Officer Heroff and Police Chaplain**

Date Due: **December 31, 2007**

Status: **Team currently consists of Chaplain Dan Smith, Psychologist Laurie Smith, Officer Don Heroff, Property and Evidence Specialist Jamye Turnbow and County Chaplain Ron McMurray. Two more trained police officers needed. Chaplain Smith is working on this project and has identified interested police personnel for training. Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.**

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE B: Establish policies, procedures and budget for CISM

Person(s) Assigned: **Police Operations Commander, Officer Heroff and Police Chaplain**

Date Due: **December 31, 2007**

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Status: No action taken in 2004, 2005 or 2006. Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.

Fiscal Status by Year:

Estimated Increased Staff Time

OBJECTIVE C: Provide CISM training for team members

Person(s) Assigned: Commander Tennant, Officer Heroff and Police Chaplain

Date Due: December 31, 2008. Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.

Status:

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE C: Begin Quarterly CISM training for officers and staff

Person(s) Assigned: Police Chaplain

Date Due: June 1, 2009

Status: Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.

Fiscal Status by Year:

Estimated Increased Staff Time:

OBJECTIVE D: Determine the need for a Victim Assistance Coordinator.

Person(s) Assigned: Chaplain Dan Smith, Commander Chris Tennant

Date Due: September 1, 2010

Status: New objective

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Fiscal Status by Year: **Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.**

Estimated Increased Staff Time:

:

OBJECTIVE E: Train Police Chaplain in Specialized CISM

Person(s) Assigned: **Police Chaplain**

Date Due: **December 31, 2010**

Status: **Chaplain Smith recommends that this team be regional in nature and that we join with Colfax Fire Chief and Chaplain McMurray to develop the regional concept.**

Fiscal Status by Year:

Estimated Increased Staff Time:

GOAL VIII: Provide a police facility lock system that does not require keys, maintains security of high security areas and is easy to provide access controls.

OBJECTIVE A: Identify and implement the system that is most compatible and cost effective for the Department.

Person(s) Assigned: **Chief Weatherly, Police Operations Commander Tennant, Sergeant Dornes, Support Services Supervisor Reavis and Information Services Specialist Cork.**

Date Due: **July 1, 2007**

Status: **The system needs were identified in 2005. The Capital Improvements Program Committee approved the purchase of a system over a two year period. The City Council approved the monies for 2006. A vendor is currently being sought. Kennedy/Jenks Consultants from Portland Oregon have been hired to prepare specifications for a Request for Proposal. Anticipate project to start in 2007. Completion of installation should be in 2008.**

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Fiscal Status by Year:

Estimated Increased Staff Time: **6 Hours**