

MINUTES
Pullman Police Advisory Committee
December 13, 2010
5:30pm at City Hall

The regular meeting of the Pullman Police Advisory Committee was held at 5:30pm on Monday, December 13th, 2010, in the Council Chambers, City Hall, 325 SE Paradise Street, Pullman, Washington, with Committee Chair Arlene Parkay presiding.

ROLL CALL

Present:	Arlene Parkay	WSU Staff & Faculty Representative (Chair)
	Barbara Hammond	College Hill Representative
	KNona Liddell	College Hill Alternate
	Marcus Crossler	Military Hill Representative
	Mike Lowery	Business Community Representative
	Kim Barrett	Multicultural Representative
	Dan Hornfelt	Pullman School District Representative
	Bill Hawbaker	Pullman High School Parent Representative
	Rosemary Fleener	Pullman High School Parent Alternate
	Daniel Hawbaker	Pullman High School Representative
Absent:	Zach Hays	WSU Staff & Faculty Alternate
	Richard Hume	Pioneer Hill Representative
	Greg Wilson	Pioneer Hill Alternate (Co-Chair)
	Phyllis Stallcop	Sunnyside Hill Representative
	Al Sorensen	Business Community Alternate
	Josh Meyer	ASWSU Representative
	Riley Myklebust	ASWSU Alternate
	DaVina Hoyt	Multicultural Alternate
Staff:	Chief Gary Jenkins	Pullman Police Department
	Elysia Spencer	Pullman Police Department

CALL TO ORDER Parkay called the meeting to order at 5:32pm.

MINUTES Motion to approve the minutes of the November 8th meeting passed.

REGULAR BUSINESS Chief Jenkins gave an over view of police activities over Apple Cup weekend. As far as Pullman PD was concerned, call volume was a little busier than a normal football weekend. He advised that the most serious incident involved an individual who threatened another individual with a knife. Chief Jenkins advised that the majority of the more serious issues occurred in WSU PD jurisdiction, including the incidents involving fans throwing snow and ice balls onto the field, striking players and band members.

Chief's Report on Apple Cup Weekend

REGULAR BUSINESS
Update from WSU Police
Advisory Board

Committee Member Barrett provided a report of the presentation given to the WSU Police Advisory by WSU PD Chief Gardner regarding their activities during Apple Cup weekend. WSU PD is still working to identify subjects who threw the ice/snow that caused injuries to subjects on the field.

Chief Jenkins answered question about which outside agencies were on hand assisting with security and incident response for the Apple Cup.

NEW BUSINESS
Pullman Police
Department Updates

Chief Jenkins briefed the Committee on the following issues from the police department:

Internal Changes:

- One College Hill Beat position reassigned to Detectives: As result of ongoing department review process, it was determined to reassign one of the three existing College Hill Beat Officer positions to a Detective position effective January 1, 2011.
- Procedural changes on assignment of case investigation: One of the reasons for the addition of new detective position is that the department will be changing the internal procedure for assigning cases to detectives, also effective January 1, 2011. The intent of the new procedure is to streamline the process for reassigning cases that will require extensive follow-up and/or special expertise for investigation.
- Results of Detective Selection Process: The department developed a new selection process, which included an internal application, a written test, an oral review board panel (which a member of the Committee served on), and supervisor evaluation. As a result of this process, the position was offered to the number one candidate, Officer Mike Crow.
- Officer Ruben Harris volunteered to move out of the College Hill Beat Officer Position and return to patrol. Officer Don Heroff and Officer Chris Engle will remain assigned as College Hill Beat Officers.

Updates:

Officer Shane Emerson's accident: Chief Jenkins advised that he broke leg by slipping on ice while walking to work. The incident occurred one week prior to Officer Emerson's scheduled trip to attend DARE officer training. He was cleared by physician to travel, and is currently attending the training in Tennessee. When he returns, he will be assigned to light-duty in Special Operations unit to transition into his official reassignment as DARE/School Resource Officer effective January 1, 2011.

REGULAR BUSINESS
Pullman Police
Department Updates
(continued)

City of Pullman 2011 Goals:

Every year, City Council solicits input from the various City departments to assist them in establishing the City goals for the year. Chief Jenkins requested input from the Committee for potential goal ideas. Chief Jenkins advised that a couple of the goal ideas that he already has include:

- Reevaluate residential permit parking areas
- Reevaluate parking fees schedule
- Downtown parking restrictions waived on national holidays
- Upgrading communication technology citywide, to possibly include a Mesh Network throughout the City.
- Security cameras: Could be a controversial issue, with the question of Public Safety versus Privacy issues

Chief Jenkins requested Committee members provide their ideas and feedback at the next meeting.

A member indicated wanting to develop a more standardized working relationship with the school district and the police and fire departments with the goal of facilitating more frequent training opportunities, such as annual mock incident drills.

A member asked for clarification on the reasoning behind the idea of suspending downtown parking on holidays. Chief Jenkins advised that the idea was initiated by a couple of downtown businesses, who felt that parking enforcement on holidays was having a negative impact on their businesses. Chief Jenkins advised that he contacted the Pullman Chamber of Commerce and asked them to poll their downtown business contacts, and it came back that 75% of the downtown businesses would prefer to not have parking enforced on holidays.

REGULAR BUSINESS
Follow-up on Routing
and Response to Citizen
Input

Committee discussed the report of compiled citizen input received during the past month. This is a new report which was created following a Committee motion at the November meeting to develop a more standardized procedure for routing citizen input to Committee members.

Several Committee members commented that they liked the new format, as well as the fact that it provided a continuity of information by which themes and topics were easily recognized when presented in the compilation format. A Committee member asked for clarification on if, when, and how the Committee responds to citizen input aside from potentially addressing any issues at the next meeting.

REGULAR BUSINESS
Routing and Response to
Citizen Input
(continued)

Members clarified timeframe of when they wanted the compilation of citizen input distributed to Committee members for review and identification of potential agenda items.

No items were identified for discussion at this time.

REGULAR BUSINESS
Continue Discussion of
Committee Mission and
Guidelines

Committee members continued discussion and review of proposal to draft a Committee mission statement and a Committee guidelines document. Copies of relevant Committee historical reference documents, such as old meeting minutes, were distributed for member review.

Committee Chair Parkay and Administrative Assistant Spencer shared information they had obtained from City's attorney regarding the Committee's status with the City and pertinent governing rules. They advised that the Pullman Police Advisory Committee is different from other City boards and commissions in that it is not an actionable committee; it is only advisory. Because of its different status, the Committee does not fall under the all of the same rules that other City committees do, including the Washington State Public Meetings Act. They advised that the City attorney advised that many of the questions raised at the last meeting regarding issues of quorum and vacant constituencies are not covered by a state law or act, and should be addressed in the Committee's by-laws or governing document. The end result of this information is that the Committee has a little bit more leeway in how it operates, but it is even more important to develop a concrete governing document to establish Committee procedures.

Committee members reviewed and discussed the first draft document. Some of the issues that were discussed included:

- Title of document: By-laws, Guidelines, etc.
- Formality of language: Shall, will, etc.
- Residency issues: Extensive discussion on whether all members of the Committee should be residents of the City of Pullman. Several constituencies were identified to review whether or not the residency requirement would be too restrictive, including:
 - Pullman High School Students: The school district includes students from Pullman and Albion, as well as a few students who petition from other districts (Colton, Palouse, etc.). Residency requirement would exclude those students. Question of students who are home schooled was also raised.
 - PHS Parent/LMS Parent: Similar concerns as above.
 - Pullman School District: May not live in Pullman
 - Business Community: May own a business/work in Pullman, but live in Colton

REGULAR BUSINESS
Continue Discussion of
Committee Mission and
Guidelines
(continued)

- WSU Faculty/Staff: May work at WSU, but live in Moscow
- ASWSU: May attend WSU, but live elsewhere.
- Question of nominating agencies: Question about whether or not the Committee would limit nominations in certain constituencies to private organizations, including:
 - PTA / Boosters: Problem of excluding other parents
 - ASWSU: Problem of excluding other students
 - Chamber of Commerce: Problem of non-affiliated businesses
 - School District: Question of whether this position is for administrators only or whether this includes teachers and other school district staff.

Chief Jenkins discussed his role and responsibilities to the Committee, including:

- Chief brings formative issues to the Committee for input.
- Community brings issues to Committee members to bring to the attention of the Chief.
- Chief can provide information and advice on Committee projects and initiatives.
- Chief will provide department updates to the Committee.

Chief Jenkins advised that he doesn't believe it is his job to direct the Committee or its agenda.

Members expressed concern about the document becoming too formal, and expressed the desire to keep it brief and vague. Parkay advised that the Guidelines Subcommittee will meet to create a revised draft for review at the next meeting, and requested any additional input be submitted via email for consideration by the Subcommittee.

REGULAR BUSINESS
Continue Discussion of
Adding a New
Constituency

Committee discussed possibility of adding a new "at-large" constituency. Position could be useful in situations where a change in circumstances (such as moving, student graduates, etc.) means a Committee member is no longer eligible to serve in their current constituency. The position would also provide an opportunity for currently unrepresented constituencies within the community.

A member expressed concern that adding another constituency would affect the issue of reaching quorum in meeting. Another member raised the issue of who an "at-large" member would represent and how they would act as a liaison to a non-descript group. Another member opined that the most important goal is to encourage community involvement in the Committee.

Parkay advised that some concerns could be addressed with language in the Committee Guidelines document being drafted.

REGULAR BUSINESS

Continue Discussion of
Adding a New
Constituency
(continued)

Discussion continued on residency requirements for various constituencies, including the proposed new at-large position. Questions were raised regarding options for dealing with positions that are perpetually vacant, such as Lincoln Middle School Parent.

Members also discussed questions of member attendance. Discussion of possible parameters for member attendance that could be written into the Guidelines Document regarding when a member could be considered to have abandoned or vacated their position. Concerns were raised about becoming too nitpicky about attendance, and whether there would be different standards for primary representatives and alternates. The question was raised as to whether the issue is one of individual attendance or if it is more important to address instances when both the primary and alternate are repetitive no-shows. Suggestion was made to add a section to the document regarding primary and alternate responsibilities to help address the issue of attendance and meeting coverage.

A member asked about the feasibility of putting an article in the Community Update that would list Committee activities and current Committee vacancies.

Decision on adding a new constituency was postponed pending further revisions to Guidelines Document.

CONSTITUENCIES POLL

- WSU Staff and Faculty: No issues. Question about whether it is against the law to leave a dog in a vehicle without a person present. Chief Jenkins advised that was not the case.
- College Hill: No issues.
- Military Hill: Question about noise from snow plow operating after hours. Question about probable cause for a traffic stop when only one of three tail lights is burnt out. Chief Jenkins will follow-up on specifics of the law.
- Pioneer Hill: No issues.
- Sunnyside Hill: No representative.
- Business: No representative.
- Multicultural: Continuing to work with police departments and multicultural community. Possibly developing in cultural competency training at WSU PD.

**CONSTITUENCIES
POLL
(continued)**

- ASWSU: No representative.
- Pullman School District: No issues. Working on addressing snow removal issues at the schools.
- Pullman High School Parent: No issues. Asked follow-up questions regarding news reports about Officer Emerson's accident.
- Pullman High School Student: No issues.
- PTA Lincoln Middle School: No representative.

**MEMBER AND
ALTERNATE
SEARCH RESULTS**

Current vacancies on the Committee are:

- Sunnyside Hill Alternate
- Military Hill Alternate (and Representative in 01/01/11)
- Pullman School District Alternate
- Pullman High School Student Alternate
- Lincoln Middle School Parent Representative & Alternate


Members attended a Parent Connection meeting in November. School administrators continue to work on finding representation as well.

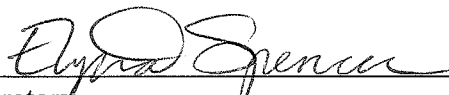
PUBLIC COMMENT No public comment.

NEXT MEETING Monday, January 10, 2010 at 5:30 p.m.

ADJOURNMENT Parkay entertained a motion to adjourn the meeting. The motion for adjournment was seconded, and the motion carried unanimously. The meeting was adjourned at 6:56 pm.

ATTEST:


Chair
2-14-11


Secretary
02/14/11