



**PUBLIC SAFETY SERVICES
DELIVERY WORKING
GROUP**

September 23rd , 2024

Regular Meeting | 6:30 p.m.

Troutdale Police Community Center – Kellogg Room
234 SW Kendall Ct, Troutdale, OR 97060

Agenda

1. Call to Order & Roll Call
2. Public comment
3. Consent Agenda:
 - 3.1 Minutes: August 19th, 2024, Regular Meeting.
4. Discuss Council Appointment of Negotiating Committee
5. Review Response/Non-Response to request for MCSO Information
6. Update on Fire Service
7. Set Next Meeting
8. Adjournment

Participation

The public may attend the meeting in person or via Zoom. Please email info@troutdaleoregon.gov to request Zoom meeting access credentials.

This meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours prior to the meeting to: info@troutdaleoregon.gov or 503-674-7258.

Packet Includes:

1. August 19th Minutes
2. Email to MCSO Requesting Information

DRAFT

MINUTES
Public Safety Services Delivery Working Group
Troutdale Police Community Center – Kellogg Room
234 SW Kendall Court
Troutdale, OR 97060

Monday, August 19, 2024 – 6:30PM

1. Call to Order, Roll Call & Pledge of Allegiance

Chair Jordan Wittren called the meeting to order at 6:30pm.

PRESENT: Chair Jordan Wittren – City Council, Geoffrey Wunn – City Council; Vice Chair Carol Allen – Public Safety and Equity Advisory Committee, Victoria Rizzo – Public Safety and Equity Advisory Committee, Twilla Harrington – Public Safety and Equity Advisory Committee, and Tanney Staffenson – Budget Committee.

ABSENT: Rich Allen – Budget Committee (excused).

STAFF: Ray Young, City Manager.

GUESTS: Paul Wilcox, Troutdale Resident, and Sandy Glantz, Troutdale City Councilor.

2. Public Comment

None.

3. Consent Agenda:

3.1 Minutes: July 22, 2024, Regular Meeting.

MOTION: Carol Allen moved to accept the minutes from July 22, 2024. Seconded by Geoffrey Wunn. Motion passed unanimously.

4. Review MCSO proposal for IGA renewal &

5. Discussion with Capt. Asboe regarding service accountability

These agenda items were reviewed and discussed jointly.

Ray Young stated that on April 30th the City met with Sheriff's Office staff and presented them with the FTE change that the City wanted to see in the contract which was to increase the Chief duties from .67 FTE to 1.0 FTE and increasing the current Community Resource Deputy from 1.5 FTE to 2.0 FTE. At that time the Sheriff's Office wanted to look at all of the other FTE's (administrative, detectives, etc.) to see if those are correct. The proposal in your packet is what they think we should be paying based on FTEs. There wasn't any explanation how they determined this and why they didn't go with a 1.0 FTE Chief and instead proposed .5 FTE. The issue with a .5 FTE is accountability to ensure we really do get half time.

The Public Safety Working Group reviewed and discussed the Sheriff's Office with Ray Young and Captain Asboe. There were several questions that the group had about the proposal that they would like answered in order to begin negotiations. Those questions were:

- How was it determined that the Detectives should be increased from 1 to 3 FTEs?
- How did the overtime amount of \$1,154,988 that is listed in the proposal?
- Why is overtime being listed as an item in the proposal? In the current IGA it says that the Sheriff's Office will track overtime incurred related to City services and the City agrees to reimburse that cost.
- The current IGA references "routine" overtime. Is there any definition as to what overtime is "routine" and what is "non-routine"?
- The current IGA also states that the City Manager and the Chief will create a written guideline for acceptable routine overtime. Was this ever created?
- Can the group get copies of the monthly reports for the first year of service under the contract?
- How was it determined that the Records Staff should be increased from 1 to 5 FTEs?
- Can the group get copies of all quarters reports for the average amount of hours spent in Troutdale per shift from 2020 to current?

6. Consider next steps for law enforcement

Ray Young reported the following law enforcement updates:

- Ray will prepare a list of question to send to Captain Asboe requesting more information and a copy will be sent to PSWG members.
- Ray will email the PSWG with a list of current and potential responsibilities for the Chief to the City.
- Ray and Captain Asboe will be meeting with Happy Valley and Clackamas County Sheriff's office staff to discuss their law enforcement agreement. Happy Valley has a population of 26,000, is 11.7 square miles, and they are only budgeting to spend \$5.5 million next year.
- The group wants Ray to update the Council and discuss creation of a negotiating team with a suggestion of the membership being the City Attorney, City Manager, two Council members, and one PSWG member.

7. Update on fire service

Ray Young stated he will be having a phone conference on Wednesday with Tiberius. They will be doing the financial evaluation of a fire district vs General Fund vs compression vs a public service fee. Their report should be complete by the beginning of October. Gresham is doing something similar with a different company.

8. Set Next Meeting

The next meeting will be on Monday, September 23, 2024 at 6:30pm.

9. Adjournment

MOTION: Geoffrey Wunn moved to adjourn. Seconded by Carol Allen. Motion passed unanimously.

Meeting adjourned at 8:22pm.

Jordan Wittren, Chair
Dated:

DRAFT

ATTEST:

Sarah Skroch, City Recorder

From: [Ray Young](#)
To: [ASBOE Doug](#)
Cc: [carolallen552](#); [Geoffrey Wunn](#); [Jordan Wittren](#); [Rich Allen](#); [tstaffenson@gmail.com](#); [twilla_harrington@yahoo.com](#); [Victoria Rizzo](#)
Subject: Addition Information
Date: Wednesday, August 28, 2024 1:29:00 PM
Attachments: [image001.png](#)

Captain Asboe,

To follow up the PSWG meeting last week, can you please track down the following information?

1. The history and basis for stating that the OT number in the new contract should be \$1,154,988.
2. Why is OT even listed as an exact number when the IGA says in paragraph 6.5, "The MCSO will track the costs of any overtime incurred by the assigned deputy that is related to his/her assignment to the City's service area. The City agrees to reimburse..."
3. That paragraph goes on to say, "The City Manager will work with the MCSO contracted Chief of Police to manage and oversee the performance of the agreement by creating written guidelines as to what routine overtime is acceptable." Does the Sheriff's office have any record of those "written guidelines"?
4. Does the Sheriff's office have any definition of what is the difference between "routine" and "non-routine" overtime that was provided to the City? The IGA doesn't seem to say.
5. The IGA monthly reports for the first year of the contract, July 2015 through June 2016.
6. What is the basis for determining that the City requires a five-fold increase in records employees, from 1 to 5 FTE?
7. Can you provide all quarters of the "Avg. Hours Spent in Troutdale per shift" document of all quarters from 2020 to date?
8. What was the basis for determining that the detective needs for the City tripled in the last 9 years, 1 FTE to 3 FTE.

Thanks so much for looking into getting us this information. We discussed next steps last night at the Council meeting. Hopefully they will decide at the 9/10 meeting how we will approach the discussions moving forward.

Ray Young

City Manager

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ray.young@troutdaleoregon.gov