

Applicant Review Committee Meeting Minutes - DRAFT

October 22, 2025

The Applicant Review Committee of the Board on Public Safety Standards and Training held a regular meeting on October 22, 2025, at the Oregon Public Safety Academy in Salem, Oregon. Chair, Mike Fletcher called the meeting to order at 11:00 a.m.

Committee Members:

Mike Fletcher, Chair, APCO-NENA, Telecommunications Policy Committee
Mark Boren, Public Member, Corrections Policy Committee (Teams)
Kevin Dresser, Non-Management Law Enforcement, Police Policy Committee (Teams)
John Frost, DOC, Corrections Policy Committee (Teams)
Ronda Griffin, APCO-NENA, Telecommunications Policy Committee (Teams)
Rob Wood, Public Member, Police Policy Committee (Teams)

Committee Members Absent:

None

Guests:

Ziji Donahoo

DPSST Staff:

Marie Atwood, Professional Standards Division Director
Cindy Park, Professional Standards Compliance Coordinator
Melissa Lang Bacho, Professional Standards Compliance Coordinator
Erica Riddell, Criminal Justice Support Specialist
Juan Lopez-Hernandez, Executive Support Specialist



1. Introductions

Introductions of members, guests and staff.

2. Approve September 24, 2025 Meeting Minutes

A consensus was reached to approve the September 24, 2025 meeting minutes as written.

3. Donahoo, Ziji (66742) Application Review: Police

Presented by Cindy Park, Professional Standards Compliance Coordinator

Reason for Discretionary Review

The DPSST received an Application for Training (F5) and a Criminal History Reporting Form (F28) for Ziji Donahoo, in which he disclosed a previous criminal disposition. On November 28, 2020, Donahoo pled guilty to Driving Under the Influence of Intoxicants (DUII) and entered a DUII Diversion Program. An additional charge of Reckless Driving was dismissed on December 22, 2020.

Ziji Donahoo provided verbal mitigation for committee consideration.

<i>Applicant Review Committee Discussion/Consensus/Vote</i>	<i>Second</i>	<i>Vote</i>	<i>Outcome</i>
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A consensus was reached to adopt the record.			
<p>The Applicant Review Committee found the following moral fitness violations and factors:</p> <p><i>Moral Fitness Violations:</i></p> <ul style="list-style-type: none"> • Dishonesty: The committee did not identify elements of dishonesty. • Gross Misconduct: The committee did not identify elements of gross misconduct. <p><i>Aggravating Factors:</i></p> <ul style="list-style-type: none"> • The committee did not identify any aggravating factors. <p><i>Mitigating Factors:</i></p> <ul style="list-style-type: none"> • The committee did not identify any mitigating factors 			
A consensus was reached to confirm the identified aggravating and mitigating factors.			
Rob Wood moved, that the committee affirm the moral fitness violations and categories as presented in the staff memo.	John Frost	6 ayes; 0 nays	Motion Passed Unanimously
John Frost moved, after considering the identified violations of the Board's pre-employment moral fitness standards and weighing the aggravating and mitigating circumstances unique to this case, that no action should be taken against Donahoo's application for training and subsequent certification.	Mark Boren	6 ayes; 0 nays	Motion Passed Unanimously

4. **Rios, Juan (66172) Application Review: Corrections**

Presented by Cindy Park, Professional Standards Compliance Coordinator

Reason for Discretionary Review

The DPSST received an Application for Training (F5) and a Criminal History Reporting Form (F28) for Juan Rios, where he disclosed previous criminal dispositions. On November 19, 2015, Rios pled guilty to *Driving Under the Influence of Intoxicants (DUII)* and entered a *DUII* Diversion Program. On December 17, 2015, Rios pled no contest to the offense of *Reckless Driving*, a Misdemeanor. Both charges were from an incident on October 21, 2015, in Salem, Oregon.

On May 30, 2018, Rios entered a “Friendship agreement” deferral program in the Thurston County, Washington Superior Court for the offenses of *Assault in the Third Degree*, a Class C Felony; *Resisting Arrest*, a misdemeanor; and *Malicious Mischief in the Third Degree*, a Gross Misdemeanor.

<i>Applicant Review Committee Discussion/Consensus/Vote</i>	<i>Second</i>	<i>Vote</i>	<i>Outcome</i>
A consensus was reached to adopt the record.			
<p>The Applicant Review Committee found the following moral fitness violations and factors:</p> <p><i>Moral Fitness Violations:</i></p> <ul style="list-style-type: none"> • Dishonesty: The committee did not identify elements of dishonesty. • Gross Misconduct: The committee did not identify elements of gross misconduct. <p><i>Aggravating Factors:</i></p> <ul style="list-style-type: none"> • The committee did not identify any aggravating factors. <p><i>Mitigating Factors:</i></p> <ul style="list-style-type: none"> • The committee did not identify any mitigating factors 			
A consensus was reached to confirm the identified aggravating and mitigating factors.			
Mark Boren moved, that the committee affirm the moral fitness violations and categories as presented in the staff memo.	John Frost	6 ayes; 0 nays	Motion Passed Unanimously
Rob Wood moved, after considering the identified violations of the Board’s pre-employment moral fitness standards and weighing the aggravating and mitigating circumstances unique to this case, that action should be taken against Rios’s application for training and subsequent certification.	Kevin Dresser	4 ayes; 2 nays	Motion Passed
Mark Boren moved, after considering the totality of the case, that Rios be ineligible to apply public safety training and	No Second	0 ayes; 0 nays	Motion Failed

subsequent certification for “## years” or “a lifetime”.			
Rob Wood moved, after considering the totality of the case, that Rios be ineligible to apply public safety training and subsequent certification for 3 years.	Kevin Dresser	5 ayes; 1 nays	Motion Passed

5. Inquiry Closure – Information Only

Presented by Cindy Park, Professional Standards Compliance Coordinator

DPSST presented the list of applicants for public safety training/certification who had engaged in pre-employment criminal conduct that was determined to not require committee review. This information was presented as information only and required no action by the committee.

6. Next Applicant Review Committee Meeting: November 19, 2025 at 11:00 a.m.

Administrative Notes:

These minutes reflect the order of the discussion/voting items as they appear on the official meeting agenda. The actual order in which they were discussed may vary.

All documents reviewed and discussed in this meeting are subject to Oregon Public Records Law (ORS 192.410 to ORS 192.505). These documents can be requested by contacting DPSST at dpsst.records@dpsst.oregon.gov.