

Applicant Review Committee Meeting Minutes

October 25, 2023

The Applicant Review Committee of the Board on Public Safety Standards and Training held a regular meeting on October 25, 2023, at the Oregon Public Safety Academy in Salem, Oregon. Chair, Chris Brodniak called the meeting to order at 10:00 a.m.

Committee Members:

Alex Gardner, OSP Command Staff Representative; Police Policy Committee
Chelsea LaBar, APCO; Telecommunications Policy Committee (Webex)
Cody Smith, Non-Management Corrections; Corrections Policy Committee (Webex)
Raeann Thurber, Telecommunicator, Telecommunications Policy Committee (Webex)

Committee Members Absent:

Carol Dishion, Chair, DOC, AFSCME; Corrections Policy Committee
Kathy McAlpine, OACP; Police Policy Committee

Guests:

None

DPSST Staff:

Chris Brodniak, Professional Standards Division Director
Marsha Morin, Standards and Certification Program Manager
Melissa Lang Bacho, Professional Standards Compliance Coordinator
Jennifer Levario, Professional Standards Compliance Coordinator
Erica Riddell, Criminal Justice Office Specialist
Shelby Wright, Executive Support Specialist



1. Introductions

Introductions of members, guests and staff.

2. Approve September 27, 2023 Meeting Minutes

Alex Gardner moved to approve the minutes from the September 27, 2023, Applicant Review Committee meeting. Cody Smith seconded the motion. The motion passed unanimously.

3. Padilla, Herlet (63118) Application Review: Corrections

Presented by Cindy Park, Professional Standards Compliance Coordinator

Reason for Discretionary Review

DPSST received a Criminal Justice Certification Application (F7) and a Criminal History Reporting Form (F28) for Herlet Padilla, where she disclosed a previous criminal disposition for *Driving Under the Influence (DUI)* in Pacific County, Washington. Initially, Padilla was granted a Stipulated Order of Continuance (SOC) on May 13, 2015, but that was revoked, and she was convicted of *DUI over .15* on October 28, 2015.

Padilla submitted an Application for Training (F5) signed on July 3, 2022, that did not indicate any previous criminal dispositions and an F28 was not submitted. Padilla's

employing agency indicated they had completed the form, and the mistake of not indicating a previous criminal disposition on the F5 was theirs.

<i>Applicant Review Committee Discussion/Vote</i>	<i>Second</i>	<i>Vote</i>	<i>Outcome</i>
Chelsea LaBar moved that the Applicant Review Committee adopt the staff report.	Alex Gardner	4 ayes; 0 nays	Motion Passed Unanimously
<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: Padilla’s choice to drink alcohol and drive on a highway open to the public, was reckless conduct that could have caused significant harm to persons and property. <p><i>Aggravating Factors:</i></p> <ul style="list-style-type: none"> • Padilla did not complete her initial Stipulated Order of Continuance (SOC) despite being given a second chance to do so. • Level of intoxication. <p><i>Mitigating Factors:</i></p> <ul style="list-style-type: none"> • The Incident occurred eight (8) years ago with no negative law enforcement interactions since that time. • Failing to report the criminal disposition on the original F5 was an error by the hiring agency, not Padilla. • The letter of support from the Clatsop County Jail Commander illustrated examples of Padilla’s moral fitness. 			
Alex Gardner 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 Padilla’s application for training and subsequent certification.	Raeann Thurber	4 ayes; 0 nays	Motion Passed Unanimously

4. 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.

5. Policy Committee Updates

Presented by Chris Brodniak, Professional Standards Division Director.

DPSST recognized Chair Carol Dishion and Committee Member Cody Smith for their service on the Applicant Review Committee as their time term limits have expired. We thank them for their service and appreciate their dedication to the committee.

6. Next Applicant Review Committee Meeting: November 22, 2023 at 10:00 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.