

**Board on Public Safety Standards and Training
(BPSST or the Board)
Meeting Minutes**

January 25, 2024

The Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on Thursday, January 25, 2024, in the Governor Victor G. Atiyeh Boardroom at the Department of Public Safety Standards and Training located at 4190 Aumsville Hwy SE, Salem, Oregon. Chair, Matt English called the meeting to order at 9:00 a.m.

Board members present in-person and by Video/Teleconference:

Matt English, Chair, Oregon State Sheriff's Association
DaNeshia Barrett, Vice-Chair, Non-Management Law Enforcement
Mike Reese, Director, Department of Corrections
Mark Daniel, Oregon Association of Chiefs of Police
Casey Coddling, Superintendent, Oregon State Police
Maria Caballero Rubio, Public Member
Michael Fletcher, APCO-NENA
Dan Lenzen, Private Security Industry - Teams
Carol Dishion, Department of Corrections, AFSCME
Ryan Gillespie, Interim Chief, Portland Fire & Rescue
Joseph Morneau, Oregon Fire District Director's Association
Chris Heppel, Oregon Fire Chief's Association - Teams
Terry Rowan, Oregon State Sheriff's Association – Teams
James Adams, Oregon State Fire Fighters Council – Teams
Jennifer Cameron, Non-Management Parole & Probation
Jack Carriger, Oregon Volunteer Firefighters Association - Teams
Mariana Ruiz-Temple, Oregon State Fire Marshal

Board Members Absent:

Robert Day, Chief, Portland Police Bureau
Scotty Nowning, Non-Management Law Enforcement
Chris Skinner, Oregon Association of Chiefs of Police

Guests:

Rob Wood, PPC Member

DPSST Staff:

Phil Castle, Agency Director
Brian Henson, Deputy Director
Kathy McAlpine, Professional Standards Division Director
Shelby Wright, Executive Assistant to the Director
Julie Collinson, CPE Manager
Jennifer Howald, Legislative and Rules Coordinator
Melissa Lang-Bacho, Professional Standards Case Manager

DPSST Staff Continued:

Joe Staub, Training Manager

Samantha Kossa, Executive Support Specialist

Sam Tenney, Communications Coordinator

1. Introductions

- *Board Chair, Matt English, introduced himself and invited everyone in attendance to state their name and position for the record.*

2. *Meeting Minutes

Approve minutes from the October 26, 2023, Meeting

- *Vice-Chair, DaNeshia Barrett motioned to approve the meeting minutes of the October 26, 2023, meeting. Member Casey Codding seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

3. Fire Policy Committee

a. Fire Policy Committee Update – Brian Henson, Deputy Director

- *No update was provided as the Fire Policy Committee meeting scheduled for November 2023 was cancelled.*

b. *Consent Agenda (The following items to be ratified by one vote)

A. *Committee Appointments

Fire Policy Committee

- *Isaac McLennan – Non-Management Fire, Appointment to the FPC, 1st term effective January 25, 2024.*
- *Vice-Chair Barrett motioned to approve the Fire Consent Agenda. Member Carol Dishion seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

4. Criminal Justice Policy Committees

a. Police Policy Committee Update – Scotty Nowning, Chair

- *Professional Standards Division Director, Kathy McAlpine provided the update to the Board in Chair Nowning's absence. Kathy McAlpine noted that the Police Policy Committee met in November 2023 to review nine cases and four administrative closures. One case was sent back to DPSST staff to gather further information and will be re-presented to the Police Policy Committee at a later date. During the November meeting, the Police Policy Committee voted Chris Skinner as the new Applicant Review Committee Chair. The next Police Policy Committee meeting is scheduled for February 22, 2024.*

b. Telecommunications Policy Committee Update – Michael Fletcher, Chair

- *Chair Fletcher addressed the Board and noted that the Telecommunications Policy Committee met in November 2023 to review two administrative closures and elect a new telecommunications representative to the Applicant Review Committee. The next Telecommunications Policy Committee meeting is scheduled for February 7, 2024.*

c. Corrections Policy Committee Update – Matt English, Chair

- *Chair English addressed the Board and stated that the Corrections Policy Committee met in November 2023 to review three administrative closures and six cases. The Corrections Policy Committee also reviewed and approved the proposed changes to OAR 259-008-0085. The next Corrections Policy Committee meeting is scheduled for February 13, 2024.*

d. *Consent Agenda (The following items to be ratified by one vote)

- A. *Brock Ameele, DPSST No. 51429; Bend Police Department – Revoke**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.
- B. *Jesus Ferreyra, DPSST No. 61841; Woodburn Police Department – No Action**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.
- C. *Seth Holbrook, DPSST No. 50473; DOC/ Coffee Creek Correctional Facility – Revoke**
Unanimous vote to recommend to the Board by the CPC on November 7, 2023.
- D. *Andrew Johnson, DPSST No. 49797; Lincoln City Police Department – No Action**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.
- E. *Richard Markillie, DPSST No. 32236; Douglas County Sheriff’s Office– Revoke**
Unanimous vote to recommend to the Board by the CPC on November 7, 2023.
- F. *Lisa Nelson, DPSST No. 51241; Shutter Creek Correctional Institution – Revoke**
Unanimous vote to recommend to the Board by the CPC on November 7, 2023.
- G. *Brandon Petersen, DPSST No. 51772; Tigard Police Department– No Action**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.
- H. *Robin Sells, DPSST No. 55207; Gresham Police Department – No Action**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.
- I. *Tyler Smith, DPSST No. 54768; Grant County Sheriff’s Office– Revoke**
Unanimous vote to recommend to the Board by the PPC on November 16, 2023.

J. *Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-008-0085
Unanimous vote to recommend to the Board by the CPC on November 7, 2023.

K. *Law Enforcement Memorial Wall Nomination; Jared J. Miller,
DPSST No. 43904 – Marion County Sheriff’s Office
Determine eligibility for addition to Oregon’s Law Enforcement Memorial Wall

L. *Proposed Rule Changes for Oregon Administrative Rule (OAR) 259-007-0150
Correction to DPSST Procurement Rules

M. *Committee Appointments

Police Policy Committee

- Shanon Anderson– Oregon Association Chiefs of Police, Appointment to the PPC, 1st term effective January 25, 2024.
- Anel Ceric – Non-Management Law Enforcement, Appointment to the PPC, 1st term effective January 25, 2024.
- Michelle Duncan – Oregon State Sheriff’s Association, Appointment to the PPC, 1st term effective January 25, 2024.

Corrections Policy Committee

- Nicholas Hunter– Oregon State Sheriff’s Association, Appointment to the CPC, 1st term effective January 25, 2024.
- *Member Daniel motioned to approve the Criminal Justice Consent Agenda. Member Dishion seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

e. *Approval for Changes to Basic Corrections Curriculum

Unanimous vote to recommend to the Board by the CPC on November 7, 2023.

Presented by Julie Collinson

Background:

The Basic Corrections Local Academy curriculum has been identified as the next program to be evaluated as part of an on-going effort to ensure academy training is current, relevant, and aligned with the evidence-based practices, in both content and delivery. The current Basic Corrections Local Academy curriculum has not been evaluated at this depth since the 2012 updates were implemented. In May 2023, a Basic Corrections Local Academy workgroups were assembled to identify current and relative training needs with a wide group of corrections professionals from around the state. The workgroups had met for six months. It was deemed, while the curriculum is relevant, there are opportunities that exist to strengthen content through academic research and trusted professional sources, aligning content with other program areas that are influenced by Oregon Administrative Rule and Oregon Revised Statutes, incorporating areas for training efficiency, and implementation of program design based on the research of learning, performance improvement and applicable training transfer to the field.

The Center for Policing Excellence, Training Division Management, the Corrections Program Coordinator, and constituents from around the state collaborated to examine the current Basic

Corrections Local Academy programming and identify possible solutions. Proposed solutions which potentially would have larger impact on constituents (removing disease awareness and prevention and emergency preparation and response) have been discussed with the Oregon Jail Command Council.

Recommendations:

The Center for Policing Excellence proposes the below program modifications to continue to meet student and constituent training needs while also addressing the above considerations.

- *Member Dishion motioned to approve the proposed changes to the Basic Corrections Curriculum. Member Cameron seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

5. Private Security/Investigator Policy Committee

a. Private Security Investigator Policy Committee Update – Dan Lenzen, Chair

- *Dan Lenzen addressed the Board noted that the Private Security/Investigator Policy Committee met in November 2023 and approved the temporary rule changes pertaining to House Bill 2527 and the implementation of entity licensing. As of December 1, 2023, the temporary rules were filed and opened for public comment. The public comment period ended in December 2023 and DPSST will be presenting the proposed permanent rule changes to the Private Security/Investigator Policy Committee in February 2024.*

b. *Consent Agenda (The following items to be ratified by one vote)

A. *Proposed Rule Changes for Oregon Administrative Rule (OAR) Chapter 259 Division 60

Unanimous vote to recommend to the Board by the PSIPC on November 28, 2023.

B. *Committee Appointments

Private Security/Investigator Policy Committee

- Kelli Carner – Healthcare Representative, Appointment to the PSIPC, 1st term effective January 25, 2024

- *Item B of the Private Security/Investigator Policy Committee consent agenda was removed by Chair English during the meeting due to the applicant’s withdrawal.*

- *Vice-Chair Barrett motioned to approve item A of the Private Security/Investigator Consent Agenda. Member Coddling seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

6. Agency Updates – Agency Director, Phil Castle

DPSST will be testifying before the legislature in February 2024 to discuss the results of the piloted 60-person Basic Police (BP) courses and three additional Oregon State Police BP

courses as funded by the legislature. The first two 60-person BP courses are currently in progress and the third and final course is scheduled to begin on January 29, 2024. Due to these additional 60-person courses, the seven month BP class waitlist has been reduced to the statutory requirement of 90 days.

DPSST just finished conducting a constituent-wide survey regarding position vacancies and hiring trends within law enforcement agencies throughout the state. This survey has shown that law-enforcement agencies are experiencing high turnover rates which will continue to feed DPSST's student numbers as law enforcement agencies continue to hire.

DPSST's campus space is at full capacity and is currently experiencing limited availability within the dorms and training venues. DPSST is expecting to exceed the capacity of the dormitory in March 2024 and will be contacting local hotels to help house training staff and other students that don't need unlimited access to a bed or shower.

All state agencies are currently working on submitting their 25-27 Policy Option Packages (POPs) to the Governor's Office for review.

Director Castle thanked Superintendent Coddling and OSP for their help with providing additional training staff and vehicles to help accommodate this influx of BP training.

DPSST has recently appointed Kayla Ballrot as the Interim Fire Program Manager and looks forward to her continued leadership at DPSST. DPSST has also been working with the Oregon State Fire Marshall's office to help shift some of DPSST's models to help better accommodate the needs of the Fire Service throughout the state as recommended during the DPSST Fire Roundtable in December 2023.

Grants for the 21-23 and 23-25 biennia have been provided to the Board for review. Grants will now be revised more centrally through the Leadership Team, and due to funding, DPSST will be more cautious when awarding grants in the future.

Deputy Director Brian Henson noted that the Board must soon fulfill the annual requirement of assessing the Agency Director's performance through an electronic survey that is reviewed by the Board Chair, summarized and submitted to the Governor for review. This survey focusses on the Director's implementation of policies, standards and minimum requirements for safety certifications and training.

Board member Carol Dishion of Coffee Creek Correctional Facility and AFSCME representative took a promotion as Captain at Coffee Creek and ultimately has to step down from her Board and Corrections Policy Committee positions due to the promotion. Carol has served with the BPSST since July 2016 in a variety of roles including as a Board member, Vice-Chair of the Corrections Policy Committee, and Chair of the Application Review Committee. Furthermore, Board member Kieran Ramsay, Special Agency in Charge at the Oregon FBI, has also recently accepted a promotion and will no longer be serving on the BPSST or Police Policy Committee. All Board vacancies will be recruited for and filled accordingly.

- *Member Mike Reese asked Director Castle whether DPSST has been able to retain an adequate number of instructors during this influx of BP training. Director Castle noted that DPSST has been successful in hiring an adequate number of instructors during this influx but there is still a need for more due to DPSST's reliance on part-time instructors.*
- *Member Michael Fletcher asked whether there is any space to help bolster the Telecommunications side of training as the backlog for training has begun to build up. Director Castle noted that the DPSST Training Division is looking to add additional telecommunication classes where able and will continue to update the constituency as things progress. Director Castle also noted that the Basic Corrections (BCL) courses have not been filling up as expected, so there is not currently a need to add any additional courses. However, DPSST did recently host a half-class for BCL to help progress any awaiting students.*
- *Member Maria Caballero-Rubio asked whether the number of current law enforcement employment vacancies as seen in the law enforcement constituent survey is impacting the safety of communities and whether any action is being taken to address this issue. Director Castle noted that DPSST's Center for Policing Excellence team is currently assessing the results of the survey and will be working closely with the Oregon Association Chiefs of Police (OACP) and the Oregon State Sheriff's Association (OSSA) to help determine where DPSST can help make adjustments to get officers on the street faster. Director Castle noted however that a high turnover rate of law enforcement officers is definitely a risk, and DPSST is surveying students to help understand what measures are necessary in order to retain law enforcement officers for longer periods of time so we can reduce these high turnover rates. Director Castle also noted that the OSSA and OACP are looking to revise recruiting efforts to help reduce the number of employment vacancies and improve employment duration.*

7. Next Meeting Date: April 25, 2024, at 9:00 a.m.

- *With no further items to discuss, Chair English adjourned the meeting at approximately 9:40 a.m.*

Administrative Note:

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.