

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

**July 27, 2023**

The Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on Thursday, July 27, 2023, 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  
Heidi Steward, Acting Director, Department of Corrections  
Ryan Gillespie, Interim Chief, Portland Fire & Rescue  
Sara Boone, Retired Chief, Portland Fire & Rescue  
John Teague, Oregon Association of Chiefs of Police  
Kieran Ramsey, Federal Bureau of Investigation  
Casey Coddling, Superintendent, Oregon State Police  
Michael Fletcher, APCO-NENA  
Thomas Thomas, Private Security Industry  
Carol Dishion, Department of Corrections, AFSCME  
Chuck Lovell, Chief, Portland Police Bureau  
Scotty Nowning, Non-Management Law Enforcement  
Maria Caballero Rubio, Public Member – WebEx – joined at 9:25am  
Darren Bucich, Oregon Fire Chief's Association – WebEx  
Scott Derickson, League of Oregon Cities - WebEx  
Terry Rowan, Oregon State Sheriff's Association – WebEx  
James Adams, Oregon State Fire Fighters Council – WebEx

**Board Members Absent:**

Mariana Ruiz-Temple, Oregon State Fire Marshal  
Jennifer Cameron, Non-Management Parole & Probation  
James Oeder, Oregon Volunteer Firefighters Association  
Chris Skinner, Oregon Association of Chiefs of Police

**Guests:**

Eliot Thompson, Oregon Dept of Justice - WebEx

**DPSST Staff:**

Phil Castle, Agency Director  
Brian Henson, Deputy Director  
Suzy Herring, Professional Standards Division Director  
Kayla Ballrot, Fire Program

### **DPSST Staff Continued:**

Jennifer Howald, Legislative and Rules Coordinator

Brooke Bell-Urbe, Fire Program

Shelby Wright, Executive Assistant to the Director

Jennifer Levario, Professional Standards Case Manager -WebEx

Cindy Park, Professional Standards Case Manager

### **1. Introductions**

- *Board Chair, Matt English, introduced himself and invited everyone in attendance to state their name and position for the record. Chair English also noted his appreciation for the members who are continuing to serve on the Board despite their term being complete while they wait for the Executive Appointments Office to appoint their replacements.*

### **2. \*Meeting Minutes**

*Approve minutes from the April 27, 2023, Meeting*

- *Vice-Chair, DaNeshia Barrett motioned to approve the meeting minutes of the April 27, 2023, meeting. John Teague 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 – James Oeder, Chair**

- *Chair Oeder was absent at this meeting and therefore an update was not provided.*

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

##### **A. \*William Eddy, DPSST #25304; – Amend Proposed Order**

*Unanimous vote to recommend to the Board by the FPC on May 24, 2023.*

##### **B. \*Zackary Ellis, DPSST #34244; Scio Rural Fire Protection District – No Action**

*Unanimous vote to recommend to the Board by the FPC on May 24, 2023.*

##### **C. \*Gail Freer, DPSST #28436; Siletz Fire District – Revoke**

*6 (six) to 1 (one) vote, with 1 (one) member abstaining, to recommend to the Board by the FPC on May 24, 2023.*

*Unanimous vote to recommend to the Board by the FPC on February 22, 2023.*

- *John Teague motioned to approve the Fire Consent Agenda. Casey Coddling 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 – John Teague, Chair

- Chair Teague addressed the Board and noted that the Police Policy Committee has started to review cases again.

##### b. Telecommunications Policy Committee Update – Michael Fletcher, Chair

- Chair Fletcher stated that the Telecommunications Policy Committee (TPC) has not met due to a lack of agenda items.

##### c. Corrections Policy Committee Update – Matt English, Chair

- Chair English addressed the Board and stated that the Corrections Policy Committee (CPC) met on May 8, 2023, to review 6 administrative closures and 5 cases.

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

###### A. \*Scott Aardappel, DPSST No. 25116; DOC/Columbia River Correctional Institution) – Revoke

*Unanimous vote to recommend to the Board by the CPC on May 9, 2023.*

###### B. \*Gary Anderson, DPSST No. 19106; Washington County Sheriff's Office – No Action

*Unanimous vote with 1 (one) member abstaining, to recommend to the Board by the PPC on June 12, 2023.*

###### C. \*Matt Carballo, DPSST No. 49974; Dallas Police Department – Revoke

*Unanimous vote to recommend to the Board by the PPC on June 12, 2023.*

###### D. \*Hannah Copeland, DPSST No. 39645; Redmond Police Department – No Action

*Unanimous vote to recommend to the Board by the PPC on June 12, 2023.*

###### E. \*Robert Dennis, DPSST No. 25972; DOC/Santiam Correctional Institution – Revoke

*Unanimous vote to recommend to the Board by the CPC on May 9, 2023.*

###### F. \*Jose Espinoza, DPSST No. 41119; DOC/Two Rivers Correctional Institution – No Action

*10 (ten) to 2(two) vote to recommend to the Board by the CPC on May 9, 2023.*

###### G. \*Jannalyn Farley, DPSST No. 56519; Eugene Police Department – No Action

*Unanimous vote to recommend to the Board by the PPC on June 12, 2023.*

**H. \*Frank Rivera, DPSST No. 35576; Warm Springs Police Department – No Action**

*Unanimous vote to recommend to the Board by the PPC on June 12, 2023.*

**I. \*Cameron Wolfe, DPSST No. 56615; Burns Police Department – No Action**

*Unanimous vote to recommend to the Board by the PPC on June 12, 2023.*

**J. \*Edgar Zamarripa, DPSST No. 60677; DOC/ Two Rivers Correctional Institution – No Action**

*Unanimous vote to recommend to the Board by the CPC on May 9, 2023.*

**K. \*Committee Appointments**

Corrections Policy Committee

- Mark Boren – Public Member, Appointment to the CPC, 2<sup>nd</sup> term effective October 28, 2023.

Telecommunications Policy Committee

- Sean Joyce – Oregon State Police Representative, Appointment to the TPC, 1st term effective July 27, 2023.
- Rebecca Long – EMS & Trauma Oregon Health Authority Representative, Appointment to the TPC, 2nd term effective October 25th, 2023.

- *Thomas Thomas motioned to approve the CJ Consent Agenda. Carol Dishion seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

**e. \*Marcus Risteen, DPSST No. 58653; Keizer Police Department – Revoke**

- *John Teague motioned to return the case back to the Corrections Policy Committee (CPC) for reconsideration. DaNeshia Barrett seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*
- *Maria Caballero Rubio joined the meeting at approximately 9:25am.*

**5. Private Security/Investigator Policy Committee**

**a. Private Security Investigator Policy Committee Update – Thomas Thomas, Chair**

- *Thomas Thomas noted that the next Private Security/Investigator Policy Committee meeting is scheduled for August 15, 2023. This meeting is intended to be lengthy due to the discussion on HB2527 rules.*

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

**A. \*Private Security/Investigator Policy Committee Appointments**

- Raul Herrera – Alarm Monitor Representative, Appointment to the PSIPC, 2<sup>nd</sup> term effective July 27, 2023.

- Ben Bower – Armed Security Representative, Appointment to the PSIPC, 2<sup>nd</sup> term effective July 27, 2023.
- Helena Snyder – OSB Appointed, Appointment to the PSIPC, 2<sup>nd</sup> term effective July 27, 2023.
- *John Teague motioned to approve the Private Security Consent Agenda. DaNeshia Barrett seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

## **6. \*Proposed Rule Changes for Oregon Administrative Rule (OAR) Chapter 259 Division 7**

- *Presented by Jennifer Howald, DPSST. Recommendation for new administrative rules for 259-007-0010 through 0120 would outline new rules for DPSST procurement authorities and processes. Proposed amendments to rules 259-007-0150 to align with new legislation that passed this last session. The proposed new rule would define when DPSST would use public contracting code and when we are using the attorney general model rules.*
- *Heidi Stewart motioned to approve the proposed changes to OAR Chapter 259 Division 7. Thomas Thomas seconded the motion. A vote was taken by roll call and the motion passed unanimously by the Board.*

## **7. Draft Strategic Plan Discussion – Agency Director, Phil Castle**

- *Agency Director, Phil Castle, addressed the Board and thanked the members who have agreed to continue serving until their positions can be filled. Director Castle presented the draft strategic plan and asked for feedback from the Board. Director Castle also noted that the guiding principles of the agency are the safety and well-being of staff and students, and quality of service.*
- *Question from member Scott Derickson, looks like many of these will require a financial commitment or legislative effort to accomplish, what are your thoughts? Director Castle noted that is not necessarily true, DPSST has already received the funding needed to move forward with the large Basic Police influx. DPSST is using existing funds to cover the cost of the Learning Management System.*

## **8. Agency Updates – Agency Director, Phil Castle**

- *Agency Director, Phil Castle, addressed the Board asking if the Board would prefer the agency updates verbally or included in the board book. The consensus was to include it in the book.*
- *Legislative concepts are coming around. Constituents will start to hear about the DPSST legislative concepts.*
- *DPSST is hiring almost 30 staff including a Public Information Officer (PIO) and an APT manager.*
- *Preparing the grounds for more parking and improved safety by adding speed bumps and new fencing.*
- *Dining facility hours are being expanded.*

- *DPSST is having their first instructor academy in September 2023, to bring new instructors certified and up to date.*
- *The Agency recognized Chief Sara Boone's retirement and provided a plaque in recognition of her service.*

**9. Next Meeting Date: October 26, 2023, at 9:00 a.m.**

- *With no further items to discuss, Chair English adjourned the meeting at approximately 9:54 a.m.*