

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

**January 23, 2025**

The Board on Public Safety Standards and Training held a regular meeting at 9:00 a.m. on Thursday, January 23, 2025, 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 approximately 9:00 a.m.

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

DaNeshia Barrett, Vice-Chair, Non-Management Law Enforcement  
Martha Bennett, League of Oregon Cities  
Jennifer Cameron, Non-Management Parole & Probation  
Jack Carriger, Oregon Volunteer Firefighters Association  
Casey Coddling, Superintendent, Oregon State Police  
Mark Daniel, Oregon Association of Chiefs of Police  
Michael Fletcher, APCO-NENA  
Ryan Gillespie, Chief, Portland Fire & Rescue  
Jeromy Hasenkamp, Private Security Industry  
Chris Heppel, Oregon Fire Chief's Association – (Teams)  
Morry Jones, Public Member  
Joseph Morneau, Oregon Fire District Director's Association – (Teams)  
Scotty Nowning, Non-Management Law Enforcement  
Doug Olson, Federal Bureau of Investigation – (Teams)  
Mike Reese, Director, Department of Corrections  
Terry Rowan, Oregon State Sheriff's Association – (Teams)  
Mariana Ruiz-Temple, Oregon State Fire Marshal

**Board Members Absent:**

Matt English, Chair, Oregon State Sheriff's Association  
James Adams, Oregon State Fire Fighters Council  
Shanon Anderson, Oregon Association of Chiefs of Police  
Maria Caballero Rubio, Public Member  
Robert Day, Portland Police Bureau  
Dan Lenzen, Private Security Industry  
Andrew Shearer, Oregon Association of Chiefs of Police  
Mo Young, Public Member

**Guests:**

Rob Wood, Police Policy Committee Member  
Isabel Funk, Statesman Journal  
Kevin Neri, Statesman Journal

### **DPSST Staff:**

Phil Castle, Agency Director

Kathy McAlpine, Professional Standards Division Director

Kayla Ballrot, Fire Program Manager – (Teams)

Julie Collinson, Center for Policing Excellency Manager

Kathy Fink, Criminal Justice Program Manager

Suzy Herring, Private Professional Certification & Licensing Program Manager

Jennifer Howald, Legislative and Rules Coordinator

Jennifer Levorio, Professional Standards Manager

Sam Tenney, Communications Coordinator

Juan Lopez, Executive Support Specialist

Shelby Wright, Executive Assistant to the Director

### **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 the October 24, 2024, Meeting Minutes*

- *Chair English asked for consensus to approve the October 24, 2024, meeting minutes. A consensus was reached to approve the meeting minutes as written.*

### **3. Fire Policy Committee**

#### **a. Fire Policy Committee Update – Chris Heppel, Chair**

- *Chair Heppel expressed the Fire Policy Committee's gratitude to Tim Holsbach for having served two terms as a representative for forest protection agencies recommended by the State Forestry Department. The vacancy is currently being recruited for.*

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

**A. \*Clayton Dieu, DPSST No. 39895; Myrtle Point Fire Department – No Action**  
*Unanimous vote to recommend to the Board by the FPC on November 20, 2024.*

**B. \*Michael Gibson, DPSST No. 30939; Long Creek Fire Department – Revoke**  
*Unanimous vote to recommend to the Board by the FPC on November 20, 2024*

**C. \*Travis Zimmerman, DPSST No. 43450; Cannon Beach RFPD – No Action**  
*Unanimous vote to recommend to the Board by the FPC on November 20, 2024.*

**D. \*Committee Appointment**  
Fire Policy Committee

- Gary Denney – Community College Fire Program, Appointment to the FPC, 1<sup>st</sup> term effective January 23, 2025.
- *Member Martha Bennett motioned to approve the Fire Consent Agenda, as presented. Member Jack Carriger 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**

- *Chair Scotty Nowning stated that the Police Policy Committee held a regularly scheduled meeting on November 21, 2024, where they reviewed 10 cases: 5 administrative closures and 5 discretionary cases. Member Kevin Dresser was also appointed to the Applicant Review Committee.*

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

- *Chair Mike Fletcher reported that the Telecommunications Policy Committee met on November 6, 2024, where they approved one administrative closure and took action on one certification. The TPC will meet again on February 5, 2025.*

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

- *Deputy Director, Kathy McAlpine, updated the Board on behalf of Chair Matt English during his absence. Deputy Director McAlpine reminded the Board that the CPC met on November 12, 2025, and reviewed 10 staff reports: 7 administrative closures and 3 discretionary cases. The CPC also reappointed Erin Reyes and appointed Mark Boren to the Applicant Review Committee.*

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

- A. \*Joshua Boatner, DPSST No. 49403; Silverton Police Department – Revoke**  
*Unanimous vote with one (1) recusal to recommend to the Board by the PPC on November 21, 2024.*
- B. \*Mark Chase, DPSST No. 21133; Gervais Police Department – No Action**  
*Unanimous vote to recommend to the Board by the PPC on November 21, 2024.*
- C. \*David Dalton, DPSST No. 48380; DOC/Deer Ridge Correctional Institution – Revoke**  
*Unanimous vote to recommend to the Board by the CPC on November 12, 2024.*
- D. \*Christopher Daugherty, DPSST No. 57782; Umatilla Tribal Police Department – No Action**  
*Unanimous vote to recommend to the Board by the PPC on November 21, 2024.*

- E. \*Brian Fonseca, DPSST No. 55887; DOC/Santiam Correctional Institution – Revoke**  
*Unanimous vote to recommend to the Board by the CPC on November 12, 2024.*
- F. \*Troy Gainer, DPSST No. 39919; Scappoose Police Department – No Action**  
*Seven (7) to five (5) vote to recommend to the Board by the PPC on November 21, 2024.*
- G. \*Scott Karr, DPSST No. 38369; Bay Cities Ambulance – Revoke**  
*Unanimous vote to recommend to the Board by the CPC on August 13, 2024.*
- H. \*Matthew Klimek, DPSST No. 52875; DOC/Eastern Oregon Correctional Institution – Revoke**  
*Unanimous vote to recommend to the Board by the CPC on November 12, 2024.*
- I. \*Matthew McCandless, DPSST No. 55017; Toledo Police Department – No Action**  
*Unanimous vote to recommend to the Board by the PPC on November 21, 2024.*
- J. Law Enforcement Memorial Wall Nomination; Andrew James Laugeson, (EOW 1917) – Portland Police Bureau**  
*Determine eligibility for addition to Oregon’s Law Enforcement Memorial Wall*
- *Deputy Director Kathy McAlpine stated that it is always an honor to identify historical line-of-duty deaths, in this case from May 10, 1917. Patrolman Andrew James Laugeson was on duty in Portland, Oregon when he onboarded a slow-moving streetcar and was suddenly thrown to the pavement when it lurched unexpectedly. This accident rendered patrolman Laugeson unconscious, and he was subsequently transferred to the hospital where he passed away two days later on May 12, 1917, from a fractured skull. Patrolman Laugeson served PPB for five and a half years at his death at age 46. Patrolman Laugeson’s death had not been recognized when it was brought to PPB staff’s attention late last year, and the agency submitted his name to the National Law Enforcement Officers Memorial Fund (NLEOMF) - which was approved. This is the first time that the Board will consider the case for the Oregon Law Enforcement Memorial (OLEM). As per OAR 259-080-0005 (4)(d), “inclusion on the National Law Enforcement Memorial will be considered sufficient cause for inclusion on the Oregon Fallen Law Enforcement Memorial.”*
  - *Vice-Chair Barrett added that while inclusion to the NLEOMF is sufficient, there are other things found within the Board material that bolster patrolman Laugeson’s consideration such as he was a police officer injured on duty while performing a line-of-duty activity, and the information was submitted by the potential honoree’s employer as required.*
  - *Deputy Director McAlpine asked for the Board’s consensus on the information presented herein, which was unanimous.*

**K. \*Committee Appointment**

Telecommunications Policy Committee

- Greg Martin– Public Member, Appointment to the TPC, 1<sup>st</sup> term effective January 23, 2025.

- *Member Nowning motioned to approve the Criminal Justice Consent Agenda, excluding item J, as presented. Member Daniel seconded the motion. A vote was taken by roll call vote and the motion passed unanimously by the Board.*

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

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

- *Vice-Chair Jeromy Hasenkamp updated the Board on behalf of Chair Dan Lenzen's absence that the Private Security/Investigators Policy Committee met on November 19, 2024, to discuss the proposed private security fee increases. The PSIPC is also scheduled to meet on February 18, 2025.*

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

**A. \*Informational Update on the Fee Increases for the Private Security Entity, Private Security Provider, and Private Investigator Certification and Licensure Programs**

*Acknowledge receipt of report*

- *Jennifer Howald stated that DPSST provided the informational update to share the complete public comment record with the Board. The fees will go into effect February 1, 2025, and the next step for the fee increases is to go through the Legislative ratification process.*
- *Member Carriger motioned to approve and acknowledge the receipt of the fee increase report, as presented. Member Cameron 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**

Director Castle began by thanking the Board and staff for their time and commitment during the start of the Legislative Session. Director Castle also expressed his gratitude to Deputy Director Bill Steele for his leadership over the last year, but announced his retirement on February 7, 2025, after a distinguished career in public safety.

Returning to the 2025 Legislative Session, there are approximately 2,500 bills to review, and many of these directly relate to, or are adjacent to, public safety. DPSST is currently tracking 28 bills that were included within the Board materials and has been mentioned in 160 others. Of interest, House Bill 5032 is our financial bill. Within the GRB that was published on December 2, 2025, DPSST did quite well, and the agency was CSO. There were three policy option packages included within the GRB that the Board was previously briefed on.

The most important of these policy option packages was the Learning Management System. This is technology that the agency has needed for a long time, and we are excited that it is being entertained in the GRB. The second of these would be a staffing package that focuses on our regional training. During last year's Listening Tour, it was evident that constituents need more support, and this includes two wildfire trainers. Lastly, the third package provides financing for a study to increase the size of the campus' footprint, i.e. new building construction.

DPSST will be testifying on this bill April 21 and 22, 2025, as well as testifying to the Public Safety Subcommittee on ways and means beginning February 6, 2025. The Public Safety Subcommittee has asked for a forecast on Basic Police through 2027. We recently received the data from a survey to aid in this endeavor that was conducted on all 180 statewide law enforcement agencies whereby 128 responses were recorded – representing 94% of all sworn officers.

There are no major surprises within our forecast. DPSST sees a small decline in immediate enrollment volumes, but these volumes will be erratic for a period of time due to municipal budgets, timing, availability, finding qualified candidates, as well as the fact that 37% of law-enforcement hires are lateral.

This is difficult for DPSST to track and anticipate training for as a result. A few years ago, there was a consistent, directional movement from tier-3 (1-24 officers, and 60% of total agencies), up to tier-2 (25-99 officers), and finally to one of Oregon's 12 tier-1 (+100 officers) agencies. We are seeing the opposite now, and it is not uncommon for tier-1 officers moving down to tier-2 and tier-3 agencies.

There is data out there highlighting a clear shift in culture, and we have completed another survey called, "Choosing to Serve," whose data we are currently aggregating, in order to help agencies determine what prospective employees/officers would like out of their profession. There is also data as to why professionals are leaving their agencies as well, and it is not what one would expect. We pulled two categories: one comprising Chiefs and leadership, and the other officers, that note their difference in responses.

The Board members will receive a copy of this data once the survey is finalized, along with a copy of the forecast report that will be provided to the Legislature on February 6, 2025. The good news is that the report shows that the number of officers that we must train, especially for next year, lines up with our CSO ( $\pm 20$ ). This is something DPSST can handle, and according to the data, we project our wait time won't go below 50 days – well within the 90-day statutory obligation. Additionally, DPSST's projection shows a slow, steady increase in these volumes over the next several years versus the spike we saw last year.

Director Castle went on to acknowledge Portland Fire & Rescue Chief Ryan Gillespie's retirement on March 1, 2025, and thanked him for his service on behalf of the City of Portland and the State of Oregon. Chief Gillespie briefly updated the Board on his retirement plans, outlined his commitments on the Fire Policy Committee, as well as the recent deployments to California in collaboration with fellow Board member and Fire Marshall, Mariana Ruiz-Temple. Chief Gillespie gave a final thank you to the public safety work being done throughout the state and all that he has learned.

Fire Program Manager Kayla Ballrot congratulated Chief Gillespie and began the Fire Program update by mentioning that Brooke Bell-Urbe was the successful candidate for DPSST's Fire Certification Supervisor position. She was previously the Fire Certification Coordinator, leaving a vacancy which will hopefully be filled shortly. On the training side, the Fire Program has filled a long-vacant Gorge position, and the successful candidate will begin on March 3,

2025. As of this date, the training side will be completely filled, which is something that has not happened in years, and is excellent news for DPSST services.

Furthermore, the Fire Program applied for the Assistance to Firefighters Grant in December. This is a grant that allows fire departments and state fire training agencies to obtain equipment, turnouts, SCBAs, etc., and we usually apply for this each year. DPSST ultimately requested \$450,000 worth of equipment and props that our fire trainers utilize to train the fire service, and we are hopeful that we will receive this funding. This is in conjunction with the news that DPSST was awarded the previous year's fiscal grant.

The Fire Program is well on its way to filling each region with a variety of props so as to minimize the wear on shared props and equipment and the time spent by coordinators transporting these between regions. As a reminder from previous Board meetings, the Firefighter One Academy is set to open the first weekend in April here on campus, with two weekends a month through July. These are generally every other weekend, avoiding holidays, meant to accommodate volunteers. We are opening registration next week, with the intent of encompassing a variety of Oregon's regions.

Lastly, the Five Corners Plan targeting joint training between regional fire and law enforcement across Oregon will begin in Coos Bay in April. During this time, we will have a Forcible Entry training with our forcible entry prop for the law enforcement side, and an Active Threat training on both sides at the high school in Coos Bay. Similar plans are in the works for Morrow and Tillamook Counties for later in the year, and then a weeklong, safe driving practices rodeo at Mt. Bachelor in July that will be open to any public safety professionals with proper vehicles.

Director Castle opened the floor for questions regarding the Fire Program update, of which there were none, before shifting to Deputy Director McAlpine's updates. Deputy Director McAlpine addressed the upcoming Director's Annual Evaluation Gallup survey that occurs each year and closes on February 7, 2025. This survey is different in the sense that we are combining a survey that is statutorily required for the Board, along with a separate survey from the Governor's Office and DAS that goes out to constituents.

Shelby Wright is the main contact for any questions, and all feedback is appreciated. Regarding the Legislative packet outlined by Director Castle above, Deputy Director McAlpine directed the Board to Legislative Coordinator Jennifer Howald for any questions or concerns.

By statute, House Bills 4207 and 3145 is DPSST's database, and economic sanctions for police officers even though we collect action taken by all public safety. In 2023, we had 18 revocations whereas in 2024 we had 30. Of the 27 cases in 2024, 3 were carried over from 2023 and the data was updated to reflect this. It is important to note that this is not an indication of the officers involved since the data spans from 2019 to 2024, and one wouldn't want to misinterpret it. Deputy Director McAlpine stated that this is rather due to staffing inefficiencies as well as trying to avoid overtaxing the committees, or in this instance, the Police Policy Committee.

Out of 30 police officers, 43% resulted in voluntary surrender of lifetime certifications, 30% were related to on-duty conduct, 12 were criminal cases, and 2 were mandatory revocations that bypass the committee and go to hearing if they choose to. Of the 24 cases that went to the discretionary committee, 11 of them voluntarily surrendered their certifications prior to the committee hearing and Board confirmation.

70% of these officers are ineligible to hold certification in the future, while 63% of these cases pertained to tenured officers with ten or more years of experience. In total, 10 held basic, 5 intermediate, 10 advanced, 3 supervisory, and 2 held executive certifications. Deputy Director

McAlpine has spoken to Director Castle about DPSST not having a robust case management system. There is more analysis that could be done, and we are searching for ways to make meaningful extrapolations.

In terms of economic sanctions, there were 28 reported in 2024, and 30 this year. 26 held the rank of first-level officer of deputy/trooper, 1 was a detective, and 3 were sergeants. 96% were for on-duty conduct, and 26% were for on-duty driving-related incidents. Suspensions ranged from one day to 100 hours depending on each agency's sanctions policy. Again, DPSST thanks the Board and committees for their service in determining these cases. Deputy Director McAlpine also expanded on the Telecommunications Policy Committee Update above by mentioning Member Mike Fletcher's addition to the Applicant Review Committee.

Moreover, annual maintenances went out, on top of officer's deficiencies, and for the first time in historical memory, the Private Professionals backlog was cleared at the end of 2024. DPSST leadership thanked the staff members involved, and turned to the Board for any questions or comments they may have had, of which there were none.

**7. Next Meeting Date: April 24, 2025, at 9:00 a.m.**

- *With no further items or questions to discuss, Vice-Chair Barret 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.*