

Mountlake Terrace Community Policing Advisory Board

January 27, 2009

Chairperson Yvonne Jones called the Community Policing Advisory Board to order at 1842 hours.

In attendance were Yvonne Jones, Debra Phillips, Charlotte Arthur, Scott Matsuda, Erin Kelly, Assistant Chief Mark Connor and Rita Salazar.

There were no meeting minutes to approve from the previous meeting.

Vacancies

The Board discussed the vacancies that currently need to be filled. The vacancies are:

- High School Student Representative
- Edmonds School District 15 Representative
- One Resident Representative

Assistant Chief Connor advised that he had talked to the Explorer Post Advisor and the School Resource Officer to see if they could find students who would be interested in joining the Board. Plans were also made to solicit interest from a member of the school district and residents in the city.

Chief's Report

Assistant Chief Connor advised that during the month of January, we have had an increase in vehicle prowls, burglaries and armed robberies.

Snohomish County deputies arrested a subject following an armed robbery in the county and after being interviewed by Mountlake Terrace detectives, the subject admitted to five robberies in the city and a total of 14 in the county.

On 01/25/09, an armed robbery occurred at the Shell Gas Station on 220th. While searching for the suspect vehicle, officers were advised that Shoreline had an armed robbery in their city with a similar suspect and vehicle description. Sgt. Burkett located a vehicle matching the description and attempted to stop it, which resulted in a vehicle pursuit. The pursuit ended in Kirkland and two male subjects were arrested and booked into Snohomish County Jail.

Other calls of interest were discussed.

Assistant Chief Connor advised that Brian Moss was hired as a certified entry level officer and is completing his first phase of field training. Trent Chapel, currently a Brier Police Officer, has received a conditional offer of employment with a projected start date of February 17.

Review/Discussion of By-Laws, Rules of Procedures

The Board reviewed the By-Laws, Rules of Procedures article by article as well as reviewing the Mountlake Terrace Municipal Code Chapter 2.40.

- Article 1 Objective
 - Change title to Purpose and Objectives
 - Research Ordinance 1913 and determine if it was changed to MTMC 2.40.
 - Research other law enforcement agencies Citizen Advisory Board By-laws and Mission Statements
- Articles 2 and 3 looked good
- Article 4 Duties of Officers
 - Section 2 remove the last sentence regarding the Steering Committee
 - Section 3 remove the last sentence regarding tape recording all meetings
- Article 5 Meetings
 - Section 2 should read that the meeting schedule will be published for 1 year.
 - The 2009 meetings will be held 01/27, 02/24, 03/31, 04/28, 05/26, 06/30, 07/28, 08/25, 09/29, 10/27, 11/24 and 12/29.
 - Section 2 should also read that the agenda will be available one week prior to the meeting.
 - Section 4 should have the Chief's Report added to the order of business and the Committee Reports should be removed.
- Article 6 Committees
 - The first sentence should be changed to read, "The Board shall have committees to assist in the carrying out of their duties as necessary."
 - The details of each committee should be removed.
- Articles 7, 8 and 9 looked fine and no amendments were recommended.

During the discussion of the By-laws, it was decided to vote on a secretary for the Board. Yvonne made a motion that Erin Kelly be appointed as the Secretary and Scott Matsuda seconded. The motion carried.

It was also requested that MTMC 2.40.060 Section E be amended to read, "The Board shall keep minutes of all meetings held and all business transacted. All records of the Board shall be open for public inspection, except those that may be exempt from public disclosure under state law."

Citizen's Academy

Assistant Chief Connor advised that the Citizen's Academy will be held in mid-May. The Board agreed to assist with:

- Promotion and recruitment for the citizen's academy
- Table with applications to join the Advisory Board in the back of the room
- Talking with people attending and helping with refreshments

Old Business

Yvonne Johnson advised that a check needed to be written to Mayor Jerry Smith for \$279 because his grill was broken during last year's National Night Out festivities. Debra Phillips made a motion and Rita Salazar seconded. The motion carried.

Assistant Chief Mark Connor advised that he will be meeting with the City Attorney, City Manager and Chief on February 6 to discuss the final amendments to the Dangerous Dog Ordinance. It will be put forward to the City Council on February 17.

New Business

Since City Hall will be moving in May and the old building will be demolished, it was suggested to determine whether National Night Out can be held at Evergreen Playfields on August 4. Yvonne Johnson also suggested having the vendors provide their own tables and chairs. Yvonne advised that she would look into this and let the Board know at the February meeting.

The meeting was adjourned at 2032 hours.